

## APPENDIX C – STATEMENT OF WORK

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### 1.0 PROJECT DESCRIPTION AND BACKGROUND

Tomken Twin Pad Arena (“TPA”) is located at 4495 Tomken Road, Mississauga, Ontario. The building includes two (2) ice rink areas (west and east ice rinks) with spectator seating. The two-storey building also houses administrative offices, staff rooms, meeting/multi-purpose rooms, kitchens, a workshop, arena equipment room, maintenance rooms, and several dressing rooms with washroom and shower facilities. The building was constructed in 1992 and is 32 years old. The entire facility provides 70,920 GSF (6,6681 GSM) of floor space.

Various components of the building’s mechanical and building assets are now due for lifecycle renewal. We are seeking the services of a General Prime Contractor or a Mechanical Prime Contractor to provide construction services to complete renewal work within the City’s specified time frames, to avoid disruptions to community programs scheduled from July 2025 and onwards.

It is the City’s intention that for a portion of the Construction Phase, the entire building will be closed to the public and City staff. The project will be delivered in phases and areas of the building will reopen to the public or be turned over to city staff, during the course of construction, at specified milestones.

### 2.0 PROJECT SCOPE

The Scope of Work is for the lifecycle renewal of various mechanical and building assets, which include but is not limited to:

- Renewal of Domestic Hot Water System, equipment, associated piping, supporting infrastructure, and controls.
- Re-routing and replacement of distribution piping in various locations.
- Replacement of exhaust fans and unit heaters.
- Replacement of flooring, base, and a kitchenette in a multi-purpose room, adjacent spaces on the second floor.
- Replacement of an Overhead Door(s) and associated electronic security devices.
- All other scope shown in the technical drawings and specifications.
- Work to be completed in phases within the Owner’s prescribed time frames.
- Contractor responsible for all permits excluding main Building Permit.

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- Providing close out documentation (Owner’s prescribed warranty sheet, as-builts, O&M manuals) that describes the installed work.
- Providing the Owner with information required to submit applications to the TSSA for the following:
  - Permanent removal of existing Boiler and Pressure Valve Equipment.
  - Registration and First Inspection of new Boiler and Pressure Valve Equipment.

Refer to the attached Issue for Tender Drawings and Specifications for a full description of the Scope of Work.

### 3.0 PROJECT GOAL AND OBJECTIVES

The goal of this project is to:

- Renew aging infrastructure due for lifecycle replacement as described in the attached tender drawings and specifications.
- Complete work within the prescribed time frames described in this SOW .

### 4.0 PROJECT ORGANIZATION

The City has assigned a City Contract Manager to the Project that will provide overall coordination and project management throughout the project. The City has also engaged a Spectra Engineering Ltd as the Prime Consultant as the Engineer of Record and Contract Administrator.

The Contractor will report directly to the City Contract Manager (CM) and communicate and coordinate with the Prime Consultant in accordance with the CCDC-2 contract, throughout the construction and post-construction phase.

City employees who are stakeholders in this Project and staff with pertinent technical expertise will be involved in providing input and comments through coordination by the City Contract Manager. The Contractor shall take direction from the City Contract Manager only, and not from anyone else without the City Contract Manager’s prior knowledge and consent.

### 5.0 PROJECT SCHEDULE AND PHASES

Tomken Twin Arena will be closed to the public between **May 1, 2025, to June 30, 2025**, to accommodate this lifecycle renewal construction project. Select construction work may continue after the building reopens to the public, up until **August 15, 2025**.

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### **Adherence to the schedule is critical due to facility programming obligations scheduled in 2025.**

In an effort to maintain business continuity at this facility, the City requires construction to be completed in phases, in order to align with key operational dates:

- The ground floor lobby, ground floor office, and multi-purpose rooms on the second floor to re-open to the public by no later than June 30, 2025.
- The ice rink, change rooms, boiler room, refrigeration room electrical room, and a new, functioning domestic hot water plant, to be turned over to the Owner's Operations Staff by July 31, 2025
- The installation of the heat pump, which has the longest lead time, and all controls, must be complete by August 15, 2025.

In order to achieve these critical milestones, bidders must assume phased approach in the completion of the renovation activities as follows:

#### **i) Phase 1 – Complete no later than June 30, 2025**

- (1) Relocate and replace distribution piping as per drawings, on the second floor, in the ground floor lobby, and in all areas providing access up to and exiting from the second-floor multi-purpose rooms.
- (2) Replace flooring, base, millwork and other finish renewals as per drawings, in all areas on the second floor and in areas providing access up to and exiting from the second-floor multi-purpose rooms.

*Note: Hot water in the building is not required for the completion Phase 1*

#### **ii) Phase 2 – Complete no later than July 31, 2025**

- (1) Relocate and replace distribution piping as per drawings, in all areas of the ground floor change rooms, mechanical and electrical rooms.
- (2) Replace domestic hot water system, associated piping, infrastructure and controls as per drawings, excluding the heat pump. Provide training to the City's Building Operators on the system.
- (3) Replace unit heaters as per drawings.
- (4) Replace exhaust fans as per drawings.
- (5) Replace overhead doors as per drawings.

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*Note: Hot water in the building and for making ice, is required for the completion Phase 2*

### iii) Phase 3 - Complete no later than August 15, 2025

- (1) Install heat pump, associated piping, infrastructure and controls as per drawings

**Work in each phase is strongly encouraged to take place concurrently, in order to meet the Owner's milestone dates.**

### Schedule

Milestone	Date	Duration
<b>CONSTRUCTION TENDER AND AWARD</b>	<i>January 8, 2025 - February 2025</i>	<i>7-8 weeks</i>
<b>CONSTRUCTION PLANNING PHASE</b>		
<b>Construction Kick-Off Meeting</b> <sup>3</sup>	<i>Week of February 24, 2025</i>	<i>1 Day</i>
<b>Shop Drawing Submission and Consultant Review of Long Lead Mechanical Equipment</b> <sup>3</sup>	<i>March 10, 2025 – March 15, 2025 or sooner</i>	<i>1 week</i>
<b>Shop Drawing Submission and Consultant Review of Millwork Drawings &amp; Flooring</b> <sup>3</sup>	<i>March 17, 2025 – March 31, 2025 or sooner</i>	<i>2 weeks</i>
<b>Estimated Equipment Lead Time</b> <sup>3</sup> – Gas Tank/Gas Boilers, Pumps, Hot Water Tanks, Expansion Tanks, EF, UH	<i>March 17, 2025- June 23, 2025 or sooner</i>	<i>10-14 weeks or sooner</i>
<b>Estimated Equipment Lead Time</b> <sup>3</sup> – Heat Pump	<i>March 17, 2025- July 21, 2025 or sooner</i>	<i>18 weeks or sooner</i>
<b>Estimated Lead Time</b> <sup>3</sup> – Millwork and Flooring	<i>April 1, 2025 – May 27, 2025 or sooner</i>	<i>8 weeks or sooner</i>
<b>CONSTRUCTION PHASE</b>		
<b>Building Closed to the Public</b>	<i>May 1, 2025 – June 30, 2025</i>	<i>8 Weeks</i>
<b>Construction Mobilization &amp; Owner's Move-Out and Ice Removal Activities</b>	<i>May 1, 2025 – May 8, 2025</i>	<i>1 Week</i>
<b>Phase 1 Completion</b>  All Work in the 2 <sup>nd</sup> Floor, and any spaces any that provide access to, exiting from, and operation of the 2 <sup>nd</sup> floor multi-purpose rooms must be <i>Ready-For-Handover</i> <sup>2</sup>	<i>June 30, 2025</i>	
<b>Facility Reopens to the Public</b> <sup>4</sup> Ice Rink & Change Rooms remain closed.	<i>July 1, 2025</i>	

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<p><b>Phase 2 Completion</b></p> <p>All Work in the rink dressing rooms, and any spaces or infrastructure that support access to and operation of the ice rinks must be <i>Ready-For-Handover</i><sup>2</sup></p>	<p><i>July 31, 2025</i></p>	
<p><b>Substantial Performance</b> (Phase 1, 2 &amp; 3 Completion)</p>	<p><i>August 15, 2025</i></p>	
<p><b>Total Performance</b></p>	<p><i>October 31, 2025</i></p>	

**Notes on Schedule:**

1. The above proposed overall Project schedule represents the City’s expectations for the Project and should not be used as the basis for determination of fees or used for requests for additional fees if the schedule changes. At the outset of the Project, this schedule shall be reviewed and validated with the Owner and Prime Consultant within one (1) month of award of contract. Any agreed to changes to the schedule do not necessarily constitute an automatic fee change.
2. **“Ready-For-Handover”** means a space, equipment and/or system(s) that are complete and ready to be handed over to the Owner to operate at a specified milestone. To be deemed Ready-for-Handover, the following conditions must be met:
  - Compliant with the requirements for occupancy in accordance with the Ontario Building Code.
  - Final cleaning and waste removal complete.
  - Completion of any necessary start up testing, demonstrations and training; and
  - Provision to the Owner of the ability to secure access to the work.
3. A discussion with the Contractor, Prime Consultant and Owner is to occur at the onset of the kick-off meeting to review the Project Schedule and determine any other potential long-lead items to ensure that these are procured in advance to not delay the milestones noted above.
4. The logistics for allowing the buildings to be occupied while still completing construction activities in other areas of the building are to be understood and implemented by the Contractor in accordance with all applicable health and safety regulations. The City will need to be fully involved in the approach to allowing public access during construction activities occurring between July 1 2025, and the Substantial Performance date.

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### 6.0 BUILDING AUTOMATION SYSTEM (BAS) SCOPE OF WORK AND DETAILS

The Building Automation System (BAS) Scope of Work shall be completed under the allocated Cash Allowance.

The BAS Scope of Work is outlined in the drawings, technical specifications and will be installed in compliance with the latest version of the City of Mississauga Master Specification for Energy Management Control Systems (EMCS).

The Scope of Work will include:

#### DHW

- Provide additional BAS points for DHW as per the first floor Boiler Room New Work Plan
- BACnet integration of (1)HP, (2) DHW Tanks, and (2) Gas Boilers
- New Programming and graphic updates for the above
- Shop Drawings and as-built updates

#### UH & EF3

- Provide additional controls for (4) UHs
- Supply (4) control valves for UHs (installation of the valves by the mechanical contractor)
- Provide controls for EF3
- New programming and graphics updates for the above
- Shop Drawings and as-built updates

The Contractor shall call for competitive bids for the BAS Scope of Work, from the following list of the Owner’s Pre-Qualified Controls Contractors:

Vendor	Contact	Email	Phone
Accutemp	Scott Ward	<a href="mailto:scottw@accutempsystems.com">scottw@accutempsystems.com</a>	519-896-7027 ext. 224
BGIS/Airon	Tanya Mead	<a href="mailto:tanya.mead@bgis.com">tanya.mead@bgis.com</a>	905-638-5961
BGIS/Airon	General Estimating Dept.	<a href="mailto:basestimating@bgis.com">basestimating@bgis.com</a>	
Automated Controls and Energy	Murat Kinaci	<a href="mailto:estimates@acesolutionsgroup.ca">estimates@acesolutionsgroup.ca</a>	416-635-0678 ext.103

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### 7.0 BUILDING SECURITY (BAS) SCOPE OF WORK AND DETAILS

The Building Security (BAS) Scope of Work shall be completed in coordination with the Owner and the Owner's Security Vendor of Record and through the allocated Cash Allowance. The Contractor shall notify the Owner of readiness to engage the Security Contractor and use the Cash Allowance to retain the Owner's Security Contractor (Securitas).

The Scope of Work will be to:

- Remove existing door contacts prior to removal of existing overhead door.
- Reinstall door contacts after the installation of new exterior overhead door.

Contact info for Securitas Group Inc.:

**Gerry Hegarty, Account Executive**

**Securitas**

**Mobile: 416 206 0454**

[gerry.hegarty@securitas.com](mailto:gerry.hegarty@securitas.com)