

# APPENDIX C – STATEMENT OF WORK

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## 1.0 PROJECT DESCRIPTION AND BACKGROUND

The River Grove Community Centre was constructed in the mid-1990s, after nearly 30 years in service, many of its architectural, pool, mechanical, and electrical systems have reached or exceeded their useful service life. As a result, the City of Mississauga (the 'City'), has identified the need for a facility renewal to address aging infrastructure, improve safety and user comfort, and enhance operational efficiency.

This is part of the City's capital lifecycle program and focuses on restoring or replacing key building components based on condition assessments, operational feedback, and code compliance considerations. The work includes renewal work for the pool deck, gymnasium flooring, domestic hot water system, Building Automation System (BAS), electrical infrastructure, and building envelope elements.

## 2.0 PROJECT SCOPE

For successful completion of the Project, the following is an overview of the scope of work requirements that must be met. For additional details, the full scope of work and specifications, refer to tender drawings Appendix E and specifications Appendix F.

- Gymnasium Area:
  - Gymnasium floor refinishing and repainting of court lines
  - Closure of former divider wall nook
  - Repainting of the bulkhead above gym divider area to match existing ceiling finish
- Pool Deck:
  - Removal and replacement of all pool tiles, deck tiles, and wall tiles
  - Replacement of deteriorated sections of underground pool deck drainage system
- West Façade windows and masonry:
  - Replacement of the sealant within the curtain wall assembly
  - Install a needle glazing bead between the glass and the mullions
  - Removal and replacement of any unsound masonry wall units
- Interior renovations – Accessibility:
  - Upgrade emergency alarm systems in upper-floor universal and family washrooms
  - Install grab bars in the single-use washroom
  - Add grab bars at urinals where missing
  - Add contrasting nosing to main stairs
  - Install tactile walking surface indicators (TWSI) at all stair landings

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- Mechanical Scope:
  - East (Main) vestibule: Replacement of the existing forced flow air curtain
  - Replacement domestic hot water boiler
  - Renewal and replacement of four (4) existing sump pumps
  - Decommissioning of obsolete HVAC systems (heat recovery units and original dehumidifier)
  - Installation of a backflow preventor assembly on the incoming water feed
  - Upgrade of Building Automation System (BAS) to the City standard Niagara N4 system BAS. This is not limited to the replacement of the BAS front-end and encompasses replacement of all downstream components, including but not limited to:
    - Field-level controllers
    - Sensors (temperature, humidity, occupancy, etc.)
    - Actuators
    - Network cabling and communication wiring
    - Panels, power supplies, and related hardware
    - Integration of the new Energy Management Control System (EMCS) with existing HVAC equipment to ensure seamless operation
    - Implementation of energy conservation sequences and optimized control strategies
- Pool Scope (Mechanical):
  - Adding two (2) new backup pool pumps connected to both pool loops
- Electrical Scope:
  - Replace outdated inverter battery bank (emergency lighting backup system)
  - Replace motor control centre (MCC) panels serving pool equipment
- General:
  - Replacement of an existing obsolete window system with a curtain wall system

### 2.1 Shutdown Timelines, Key Dates and Operational Impact

The facility will remain partially operational during construction. The Contractor shall coordinate all work with the City Project Manager to minimize disruption and maintain safe public access/egress where required. For areas within the construction scope, the City stipulates the following shutdown dates:

- **Pool deck and associated pool equipment/system:**
  - **Complete pool shutdown from September 8, 2026 and re-opening to the public on February 17, 2027 (pool filling and commissioning to be completed by this date).**

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- **Gymnasium:**
  - **Complete gym shutdown from September 8, 2026 to September 18, 2026.**

The Contractor shall provide a detailed Construction Schedule demonstrating compliance with these shutdown windows and shall plan all other shutdowns with appropriate notice and approvals per the Contract Documents.

### 3.0 PROJECT ORGANIZATION

The City has assigned a Project Manager to the Project who will provide overall coordination and project management throughout the Project. The Contractor will report directly to the City Project Manager throughout all phases of the Project.

City employees who are stakeholders in this Project and staff with pertinent technical expertise will be involved in providing input and comments at different stages of the Project through coordination by the City Project Manager.

The Contractor shall take direction only from the City Project Manager, and shall not accept direction from any other person without the City Project Manager's prior knowledge and consent.

Bi-weekly project management construction meetings shall be held with the City Project Manager and Contractor. These meetings are to be chaired by the Contractor, with meeting agendas and meeting minutes. Meeting minutes for each meeting, shall be provided to the City Project Manager within five (5) business days after the meeting date. The Contractor will be responsible to track all RFIs, cash allowance, change orders, shop drawings, and other construction deliverables, against a project schedule that is to be updated on a bi-weekly basis and provided to the City Project Manager and Consultant.

Bi-weekly construction reports shall be provided by the Contractor to the City Project Manager. The construction reports shall provide general Project updates, construction progress photos, schedule updates, and action items, as discussed during the bi-weekly project management construction meetings.

A monthly status report shall be provided to the City Project Manager together with a look-ahead schedule of the following month.

Construction services shall be provided as one coordinated and integrated service led by the Contractor. The Contractor shall coordinate with the Consultant where necessary when performing the construction services. All coordination with the City and stakeholders shall be through the City Project Manager.

The Contractor shall coordinate all Work in an efficient, effective and safe manner and ensure there are no interruptions of City operations. Coordinate sequential construction, completion and turnover of areas as per the project schedule in 4.0 Project Schedule.

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### 4.0 PROJECT SCHEDULE

Project start date is to commence upon receiving the City’s PO. Completion dates for major Project deliverables are provided below and must be considered by the bidders.

Award Contractor	June 2026
Construction Kick-off Meeting	June 2026
Site Mobilization	September 2026
Gymnasium re-opening	September 18, 2026
Pool re-opening	February 17, 2027
Substantial Performance	April 30, 2027

### 5.0 SUSTAINABILITY CONSIDERATIONS

#### a. Social Value Plan

As part of the performance of the Contract, a desired outcome is to increase employment opportunities for equity-deserving communities. The Contractor is required to follow a Social Value Plan, submitted at time of award to demonstrate how (# of hours, % committed) they will include considerations regarding social value through this project.

Equity-deserving communities include Indigenous people, women, racial minorities/racialized people, persons with disabilities, newcomers, and 2SLGBTQ+ community.

A Diverse Supplier is a business that is majority owned/controlled (at least 51%) by an equity-deserving community.

#### b. Climate Change Plan

In the delivery of this Contract, the Contractor is required to follow a Climate Change Plan, submitted at the time of award, which will demonstrate strategies to reduce net embodied carbon during design and preconstruction phases in alignment with City of Mississauga climate mitigation commitment.

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### **c. Indigenous Reconciliation Plan**

The City of Mississauga is committed to Reconciliation with the Indigenous Peoples who have Treaty and traditional territory within the lands which make up the present-day City. As part of the performance of this Contract, a desired outcome is to increase economic and cultural opportunities of the City's Indigenous partners through this project. In the delivery of this Contract, the Supplier is required to follow a Indigenous Reconciliation plan, submitted at time of award.