



# LOWER TRENT CONSERVATION

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Registered Charitable Organization No. 107646598RR0001

## REQUEST FOR QUOTE – Proctor Park Pavilion Project

February 22, 2024

Lower Trent Conservation is requesting quotes for the replacement of structural posts and repaving of a pavilion shelter at Lower Trent Conservation's (LTC) Proctor Park Conservation Area, access to the property is the North end of Kingsley Avenue in the Municipality of Brighton, Ontario.

*About Lower Trent Conservation:* LTC is a community-based, non-profit environmental protection organization dedicated to protecting, restoring, and managing natural resources across the Lower Trent watershed region. We work in partnership with municipal, provincial and federal governments, businesses, community organizations and the general public to deliver locally-based environmental programs. Our watershed jurisdiction covers 2,070 square kilometres including the Trent River and eight main tributaries, as well as areas that flow directly into Lake Ontario and the Bay of Quinte between Grafton and Quinte West, and serves a population of approximately 58,974.

### 1) Background information for the Proctor Park Pavilion Project

The pavilion was originally built in 1978 and has had some minor changes to it over the years. It is currently used as a picnic shelter and meeting place for small events. The purpose for this project is to address elemental impacts to the exterior support posts which has led to rot and decreased structural integrity of the pavilion. If the contractor feels that additional measures (not described in this Request for Quote) are required, LTC requests any additional work be costed separately from what is detailed in this Request for Quote (RFQ).

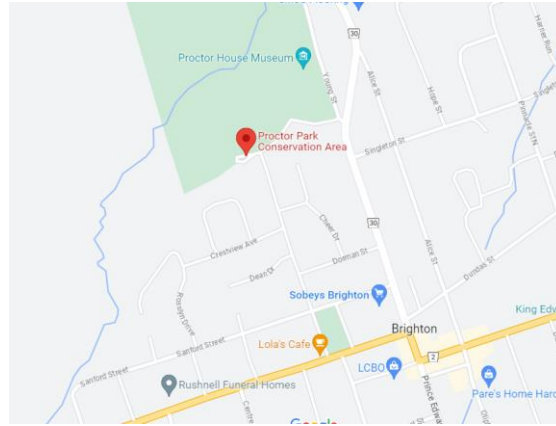


*Pavilion at Proctor Park CA*

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*Proctor Park Conservation Area, North end of Municipality of Brighton, ON*

Please provide one quote with costs associated with each of the following two project elements listed separately:

- Element #1: Replace all 12 support posts on the outer circle of the pavilion,
- Element #2: Improvements to the asphalt base of the pavilion

## 2) Construction Elements

### *2.a Element #1: Replace all 12 support posts on the outer circle of structure*

Over time the asphalt base has settled away from the timber posts and allowed precipitation and melt water down along the outer support posts causing deterioration of the timbers. Please review APPENDIX A: Proctor Park Pavilion Foundation Retrofit Plan which outlines the Existing Post Base Detail (A/S1), the proposed Post Base Detail (B/S1), Pavilion Roof Structure (2/S1), and General Construction Notes, all load weights and standards found in this document will be used to formulate the quote and be the minimum standard for the project.

*2.a(1)* The asphalt will need to be cut back at each post to expose the existing underground concrete pier

*2.a(2)* The lower portion of the timber (currently encased in the underground pier) will need to be removed

*2.a(3)* A Structural Engineer will need to be consulted regarding the condition of the existing concrete prior to the new pier being formed and cast and that inspection report must be provided to LTC

*2.a(4)* Pending the Structural Engineers approval of the existing concrete pier for reuse, cast new 20 MPa concrete into void left by timber, using 16" diameter cylindrical form system, minimum 16" above grade

*2.a(5)* The top of the newly formed pier to be sloped away to drain (or grind to suit after initial cure)

*2.a(6)* Replacement posts to be 10" diameter timber

*2.a(7)* Simpson CBGT88 post base (or equivalent) cast into new concrete pier top. All exposed fasteners to be hot dipped galvanized or stainless steel

2.a(8) The top of post to be attached by steel bracket on three (3) ply roof beam

2.a(9) Fill in asphalt to prevent water pooling at post bases



*Asphalt and fill around post*



*Current condition of one post*

### *2.b) Element #2: Improvements to the asphalt at base of pavilion*

LTC have developed three options for quote, however, other suggestions or recommendations for the replacement and or repair of the asphalt base of the structure will be accepted. A cut or depression ramp on four sides of the base should be implemented at the finishing stage of asphalt improvements for increased access for Conservation Area visitors. It is unknown at this time how thick the asphalt lifts are and the depth of the underlying material, however, the diameter of asphalt surface is approximately 53'. Size and condition of the asphalt should be verified by the contractor prior to quote submission.

**Option 1:** Place asphalt around all pillars including the inner circle of support beams to direct precipitation away from the supports and fill (patch) in any surface depressions in the existing surface to make the site more uniform and user friendly and apply asphalt sealant to entire area.

**Option 2:** Place asphalt around all pillars including the inner circle of support beams to direct precipitation away from the supports and re-surface the entire area with asphalt lift on top of the current asphalt material, evening out depressions or mounded sections to a uniform surface with a slope of 4" in a 16' run away from the center of the pavilion.

**Option 3:** Place asphalt around all pillars including the inner circle of support beams to direct precipitation away from the supports and grind up the current asphalt area and resurface the entire area with asphalt with a slope of 4" in a 16' run away from the center of the pavilion.



Asphalt base of the Pavilion



Asphalt base of Pavilion

### 3) Project Timelines

#### *Site Visit Before Estimating Project*

APPENDIX B: As Built Drawings (1978), will give insight as to the dimensions of the pavilion and the support piers, however, changes have been made over the years to enclose the roof and remove the BBQ pit, therefore, all dimensions as well as the condition of the asphalt should be verified by the contractor. As such, **LTC will Host a site meeting from 1-3pm on Thursday, March 21st, 2024, to answer any questions in person, if unavailable to attend that event, a site visit is strongly recommended prior to quote submission.**

#### *Quote Submission*

Quotes must be submitted **by 4:00 p.m. on Monday, April 22<sup>nd</sup>, 2024.**

#### *Project Completion*

Project completion and clean up expected no later than **by August 16, 2024**. If that target is not possible, please submit your quote for the project with a new proposed timeline. The project timeline will be one of the factors considered in the awarding of the contract. The work is generally to be completed within the hours of 8:30 a.m. and 4:30 p.m. between Monday and Friday but alternate hours could be considered.

### 4) Additional Project Details

#### *Access to Site*

The parking lot/driveway located at the North end of Kingsley Ave will be used to access the location.

#### *WSIB and Insurance*

The contractor will be responsible for providing a minimum of \$2 million in liability coverage and WSIB Clearance Certificate to Lower Trent Conservation before any work begins.

#### *Health and Safety*

The contractor is to follow all provincial and federal health and safety regulations. In addition, the contractor will become familiar with and adhere to the health and safety policies and procedures of

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Lower Trent Conservation. The Lower Trent Conservation Health and Safety Policy will be provided to the contractor and is required to be reviewed, signed, and dated.

### *Permits*

Any Permits related to the construction works (if required), as well as an Ontario One Call Clearance Notice shall be made by the contractor awarded the contract and any Permits or Clearance Notices must be submitted to Lower Trent Conservation prior to any of the related work.

### *Other Logistics and Considerations*

Lower Trent Conservation requests that photos of each phase of work be taken and supplied (digitally) to Lower Trent Conservation upon request.

The contractor will be required to clean up the site and remove all debris from the property upon completion.

The contractor will block off sections of the property for safety while work is in progress. The contractor will ensure that the property will be left in a condition that is safe for the public while the contractors are not present.

Public safety during all phases of work is paramount as Proctor Park has a high volume of daily use visitors and special interest/service groups. Weekends tend to bring more visitors, and this area often gets an increase of visitors around Canada Day (July 1).

### *Costing the Project*

Please provide one quote with costs associated with each of the two (2) project elements listed separately.

Please also provide your rate (per square foot) for additional repairs that may be required above and beyond the areas described above.

### *Submitting A Quote and Contact Information*

Those intending on submitting a quote are asked to send an e-mail with "Proctor Park Pavilion – Quote" in the subject line and emailed to [information@ltc.on.ca](mailto:information@ltc.on.ca), attention: Chris McLeod, Conservation Lands Supervisor. This will ensure you are on the list in the event of an Addendum being released.

The following elements should be included in your submission:

- 1) Company Information and Profile:
  - a. Full legal name
  - b. Length of time in business
  - c. Core competencies: Describe company's organizational capacity to produce the works requested
  - d. Description of warranty on materials, labour, and other applicable components.
- 2) Proof of insurance. The successful bidder shall carry and maintain insurance written by an insurance company licensed to do business in Ontario for the term of the contract and must provide for the following:

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- a. Workplace Safety & Insurance Board (WSIB) clearance certificate
- b. General Liability Insurance – minimum \$2 million coverage with Lower Trent Conservation as an additional insured
- c. Automobile Liability – minimum \$2 million coverage
- d. Professional Liability – minimum \$2 million coverage

All policies and certificates shall provide for 30 days notification to Lower Trent Conservation in the event of cancellation, reduction in limits or changes in coverage.

3) Description of Experience

- a. Experience with non-profit, charity organizations, and the environmental field are considered an asset
- b. Please describe any relevant work along with the year of completion
- c. Examples of previous works are required
- d. References or contact information from previous clients
- e. Any subcontractors must be identified

4) Costing

- a. Provide itemized pricing for the elements listed, excluding HST
- b. Hourly rates for any unforeseen work that may arise during the project
- c. Please note that, as this project's budget is restricted, some elements (e.g. Element 2, Improvements to the asphalt base of Pavilion) may be removed from the bid if they exceed the budget, or altered to incorporate more cost-efficient materials or options. The priority item for this bid is the extension of the support piers and the replacement of the exterior support posts for the pavilion. Prices provided in submissions are to remain firm, regardless of the project elements awarded.
- d. In preparing proposed pricing, respondents are to consider all risks, contingencies and other circumstances relating to the delivery of the requirements and include adequate provision in the pricing information to manage such risks and contingencies

5) Signature by an authorized representative of the Company/Owner.

Thank you for your interest in our Project.

Chris McLeod  
Supervisor, Conservation Lands  
Lower Trent Conservation

APPENDIX A  
Proctor Park Pavilion Foundation Retrofit Plan

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# General Structural Notes:

## Foundation:

- Concrete in foundation to have a minimum 28 day strength of 20MPa, max slump of 60 mm and 4-7% air entrainment.

## Concrete:

- Concrete design in accordance with CAN/CSA-A23.3
- Concrete materials in accordance with OBC 8.3.1.

## Reinforcing Steel (concrete):

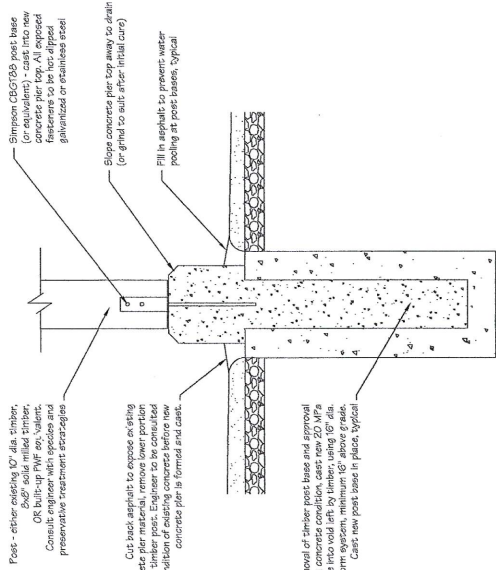
- Reinforcing steel conforming to CAN/CSA-A23.3 (latest) using new splice steel bars.
- 10M bars, min. splice length: 400mm
- 15M bars, min. splice length: 480mm

## Wood:

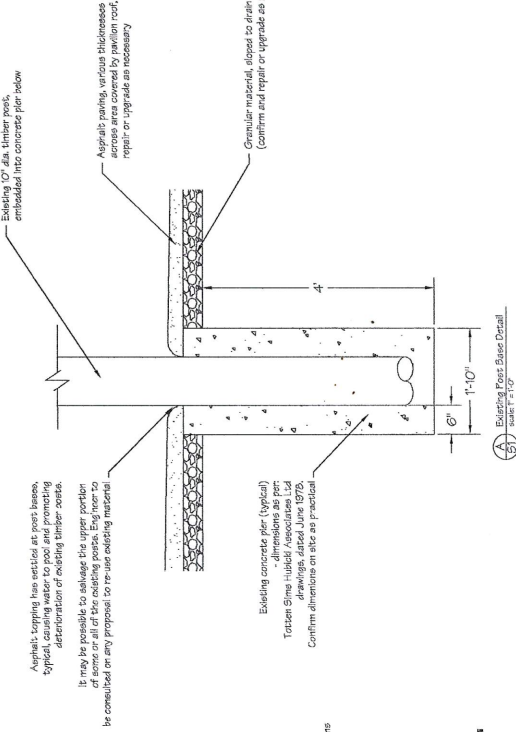
- All wood construction to conform to CAN/CSA O86.1
- Nailing patterns in accordance with OBC 2012

## Design Loads:

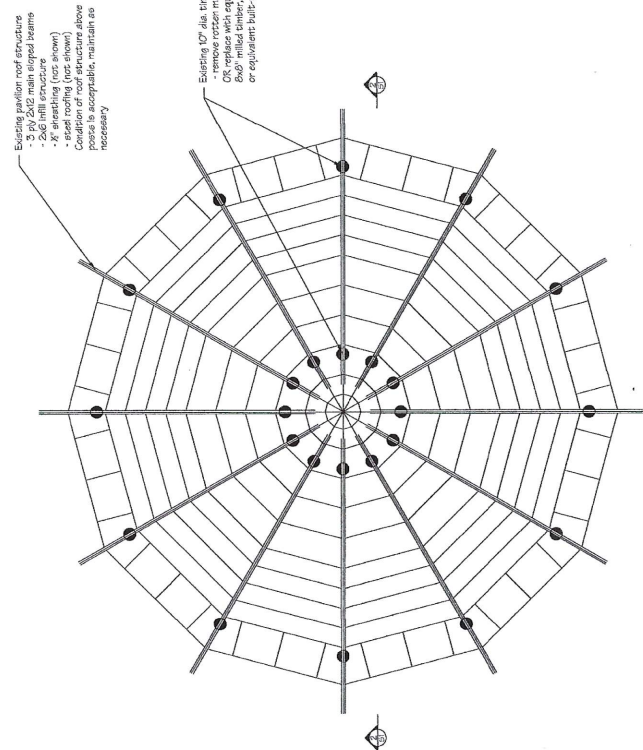
- Unfactored Structural Loads (Brighton, ON):
- Snow: -  $S_s = 1.6 \text{ kPa}$
- Wind: -  $S_f = 0.4 \text{ kPa}$
- $q \text{ WSO} = 0.45 \text{ kPa}$
- Building: - Roof load (dead) =  $0.50 \text{ kPa}$
- All dimensions to be verified or else



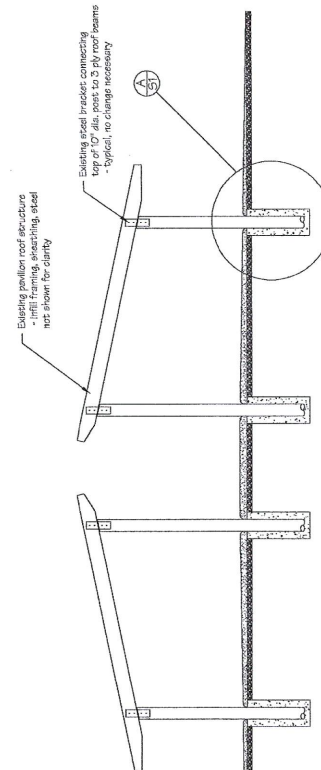
1 Proposed Post Base Detail  
Scale: 1/4" = 1'-0"



2 Existing Post Base Detail  
Scale: 1/4" = 1'-0"



3 Roof Plan  
Scale: 1/4" = 1'-0"



4 Section  
Scale: 1/4" = 1'-0"



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Project Name: Proctor Park Pavilion  
Sheet Title: Foundation Retrofit Plan

Drawn By: TJK  
Checked By: ML  
Date: Sept 20, 2017  
Status: as noted  
Sheet: S1

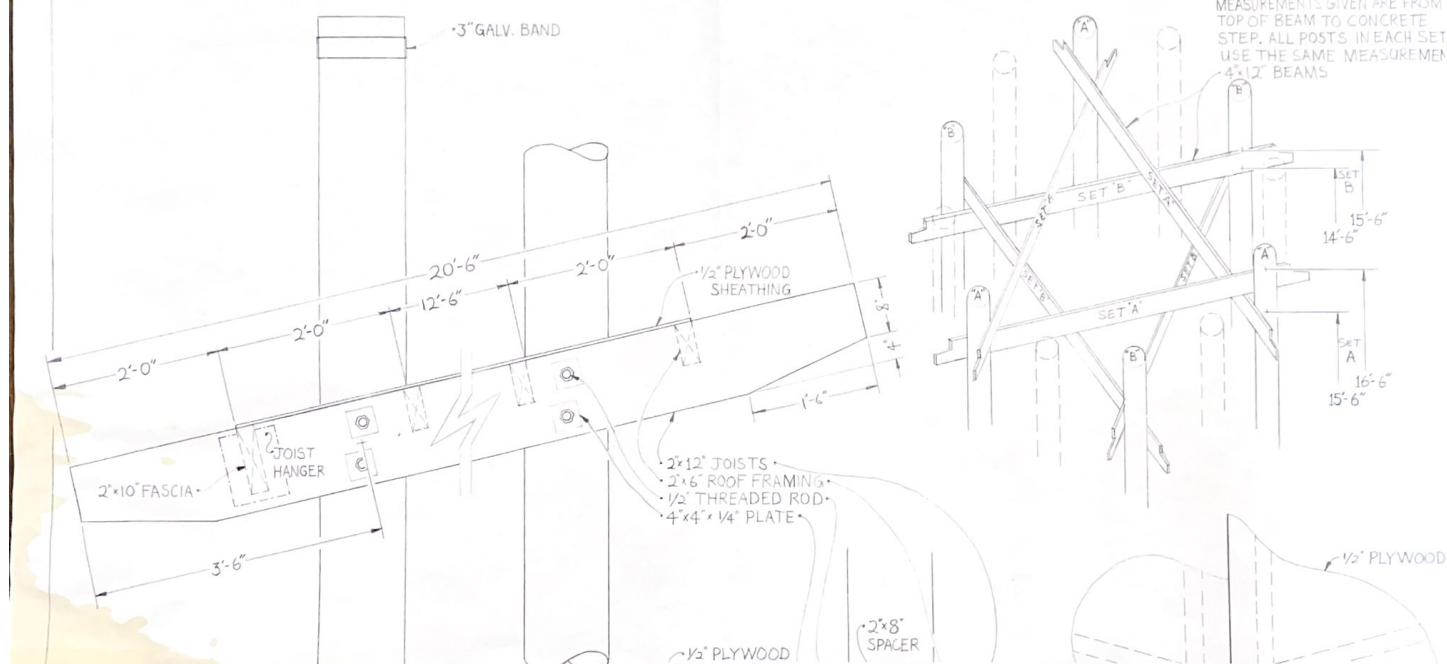
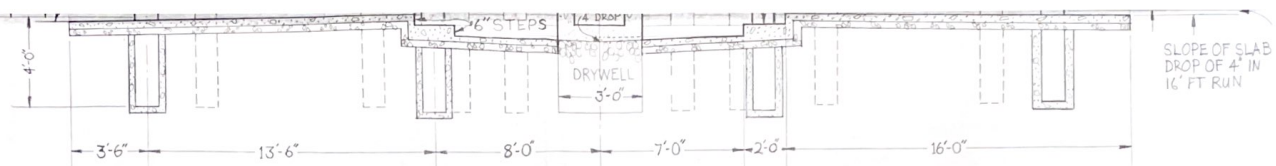


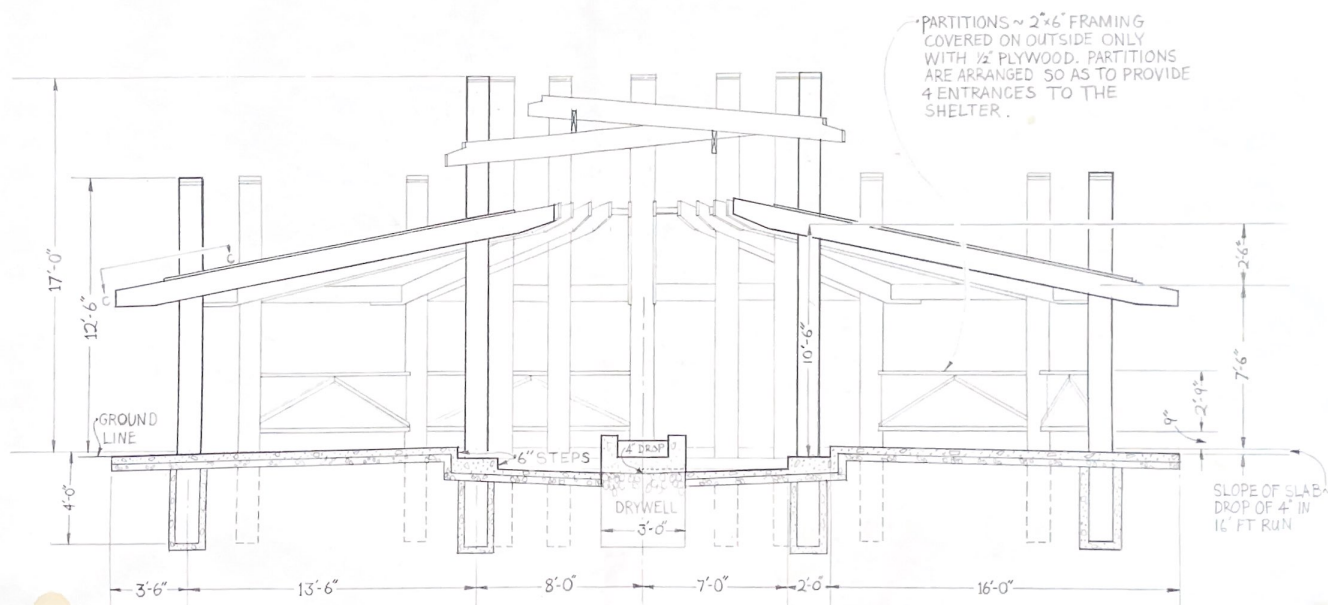
APPENDIX B  
As Built Drawings (1978)

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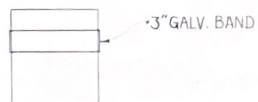


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SECTION A-A  
SCALE 1/4" = 1'



HORIZONTAL BRACING DETAIL ~  
BRACING IS ARRANGED ON 2 LEVELS  
(SET A & B) OF 3 BEAMS EACH.  
MEASUREMENTS GIVEN ARE FROM  
TOP OF BEAM TO CONCRETE  
STEP. ALL POSTS IN EACH SET  
USE THE SAME MEASUREMENT  
4"x12" BEAMS

