

REQUEST FOR PROPOSAL (RFP)
WAHNAPITAE FIRST NATION

SECTION 1 - INSTRUCTIONS TO BIDDERS

1.0 GENERAL

Wahnapiatae First Nation (WFN) Indian Reserve #11 is an Ojibway community located in Northern Ontario. It is accessible by all-season roads from the town of Capreol, 50 km north of Sudbury. About 166 residents live year-round in the community, which covers approximately 500 acres of land.

Development has primarily occurred along the north shore of Lake Wanapitei, with 68 homes and more than 100 residential lots. There are approximately 770 registered band members, with citizens electing a Chief and Councilors every four years under the Band Custom Election system. As an expanding community, WFN is actively working toward meeting its developmental needs, including Economic Development and Infrastructure.

Through the support of the First Nations Market Housing Fund, WFN aims to encourage its members to settle or return to the community, offering options to buy or build homes. WFN looks forward to collaborating with bidders on this project and appreciates your interest.

2.0 PROPOSAL SUBMISSION

1. Submission Details:

- **Email:** leo.deruiter@wahnapitaefn.com
- **Attention:** Leo de Ruiten
- **Deadline:** March 1, 2025 (Proposals received after this date will be disqualified and returned unopened.)

2. Proposal Requirements:

1. Proposals shall be submitted with an all-inclusive price in Canadian currency, reflecting total cost, including all assessments, levies, duties, overhead, and profit.
2. Bid price **EXCLUDES** the Harmonized Sales Tax (HST); all other taxes must be included in the price.
3. Proposals shall remain open for acceptance by WFN for the duration of the bidding period.
4. Bidders finding discrepancies or omissions in the Proposal Documents should notify WFN immediately.
5. WFN will not cover costs incurred in preparing proposals.

3.0 OPENING PROPOSALS

WFN reserves the right to open proposals privately. The lowest or any proposal is not necessarily accepted. Proposals will be evaluated based on quality, service, and price, with awards made to the proposal offering the greatest value.

4.0 INSURANCE AND BONDING

Insurance:

1. Wrap-Up General Insurance policy of **\$5,000,000** with a **\$5,000 deductible**.
2. All Risks Property Insurance covering the project amount with a **\$5,000 deductible**.
3. Subcontractors must have their own Comprehensive General Liability insurance and add "WAHNAPITAE FIRST NATION" as an additional named insured.
4. Subcontractors must provide a **current WSIB clearance certificate**.

Bonding:

1. Proof of bonding capability is required, though bonding may not be necessary.

5.0 QUERIES AND ADDENDA

All inquiries must be submitted **at least 48 hours** before closing. Addenda, if required, will be issued in writing and will supersede prior documents.

6.0 PRODUCT / SYSTEM OPTIONS

Substitutions must be approved by WFN and listed on the Proposal Form.

7.0 SITE EXAMINATION

If a mandatory or non-mandatory site examination is required, WFN will issue an Addendum.

8.0 FORM OF CONTRACT

1. The successful bidder will receive a **letter of intent**.
2. Contracts will be issued via **purchase orders** with a **10% markup** for changes.
3. A formal agreement with WFN will be required, covering insurance, health and safety, and progress reporting.

9.0 PROJECT SCHEDULE AND COMPLETION DATE

1. Bidders must account for overtime and shift premiums to meet the completion deadline.
2. The successful bidder must submit a detailed schedule aligning with WFN's construction timeline.
3. All work must comply with the **National Building Code of Canada** and local regulations.

10.0 GARBAGE DISPOSAL AND CLEAN-UP

1. Subcontractors must remove their waste; failure to do so will result in **back charges plus a 15% markup**.
2. General garbage must be placed in designated containers.

11.0 SAFETY

1. Compliance with **Provincial Occupational Health and Safety Act** is mandatory.
2. Safety gear (hats, boots, glasses) must be worn at all times.
3. Subcontractors must attend **Health and Safety meetings** and provide **first-aid facilities**.

12.0 MATERIAL ACCESS, STORAGE, AND HOISTING

1. Storage space must be coordinated with WFN.
2. Theft and security breaches must be reported immediately.
3. Temporary pedestrian access must be **well-lit, clear, and compliant with regulations**.

SECTION 2 - SCOPE OF WORK AND REQUIREMENTS

1.0 GENERAL

1. A **Triplex** is planned for construction within Wahnapiatae First Nation.
2. Project is **funded by CMHC** and is subject to a **fixed budget**.
3. Contract will be a **Stipulated Price Contract (CCDC2)**.
4. The project must be **completed within the approved budget**.
5. The Triplex will be **turn-key**, with reviews and inspections coordinated.

Project Specifications:

- **Structure:** Triplex (Three Units)
- **Unit Size:** 1,000 - 1,200 sq. ft. each
- **Layout:**
 - Three (3) Bedrooms
 - One (1) Bathroom
 - Kitchen
 - Living Area
- **Budget:** ~\$900,000
- **Design Priorities:**
 - **Energy efficiency** (insulation, LED lighting, energy-efficient windows, electric heat)
 - **Sustainability** (locally-sourced, durable materials)
 - **Cultural considerations** (harmonizing with WFN community values)
 - **Accessibility** (future retrofitting for aging residents/mobility challenges)

Design Approval:

1. WFN will be **actively involved** in the design process.
2. The successful bidder must consult with WFN **before finalizing plans**.
3. Detailed plans must be submitted and approved by WFN **before construction begins**.

This **Request for Proposal (RFP)** serves as the official document outlining Wahnapiatae First Nation's requirements and expectations for the Triplex construction project. Bidders are encouraged to carefully review all sections before submitting proposals.