



*Nisichawayasi Nehetho Culture and
Education Authority Inc.*

2 Otetiskiwin, Nelson House, MB. ROB IA0

TENDER NOTICE-OK School Office

The Nisichawayasi Nehetho Culture and Education Authority ("NNCEA") is seeking bids for the refurbishing of the OK School Main Office (the "Project"). The Project includes priming, painting 2 coats, installing 2 new desks, and other items as per scope. The Project must be completed by July 30, 2022 unless an extension is agreed upon in advance by NNCEA and the successful bidder. Given requirements set by the Nisichawayasihk Cree Nation ("NCN"), the successful bidder will be required to submit a mitigation/safety plan that addresses the safety, health and welfare of NCN, as it relates to the Project. The Project contains, among other things, the following requirements:

- Priming ceiling, 4 walls, and all trim/baseboards around windows and doors
- Painting 2 coats on ceiling (white), 4 walls, and trim/baseboards as per scope
- Tear down and dispose of old desk in office
- Remove identified filing cabinets and put identified filing cabinets back into place as per site diagram
- Assembling 2 desk units purchased by NNCEA as shown in the below photographs
- Dispose of all waste accumulated from project and ensure cleanliness of work area
- Supply all materials required (excluding 2 new desks' for set up)
- Measurements of walls can be found in package
- Project cannot begin until July 1, 2022 and must conclude within 15 business days

Contract stipulations, including responsibilities and liabilities of the parties, payment schedule and scope of work are available for review by all bidders at the Alice Moore Education Centre or via email by contacting nicc@nncea.ca

Bids will be accepted by Nic Campbell via email at nicc@nncea.ca or in person submitted to the Alice Moore Education Centre in an envelope prior to the submission date set out below.

Submission date: March 29 at 12:00 p.m. Bids cannot be withdrawn after 15 days of the submission date.

Submissions after the submission date will not be accepted. To modify a bid prior to the submission date, please contact Nic Campbell at nicc@nncea.ca or 204-484-2095.

All or lowest bids not necessarily accepted, if there are no bids that meet the needs of NNCEA, the Project may be re-tendered or terminated. Selection criteria is based on price, experience, and compliance with NNCEA requirements set out above.

Site visits are not mandatory but are highly recommended.



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Contractor Responsibilities and Liabilities

- 1) The Contractor is responsible to perform the work in a good and workmanlike manner and to correct any defective work or work not performed as provided for by NNCEA, at its request.
- 2) The Contractor is responsible for obtaining and paying for any required permits, licenses or certificates necessary for the performance of the work (National Building Codes of Canada or Provincial Construction Regulations).
- 3) The Contractor is liable for the actions of all of its employees or sub-contractors that are engaged to perform work in relation to the Project.
- 4) The Contractor is responsible for the safety of all persons it permits on the site during the duration of the Project.
- 5) The Contractor is responsible for obtaining and paying for all tools and equipment, including safety equipment, it requires in relation to the Project.
- 6) The Contractor is responsible to inform the NNCEA Assistant Director of Education of any unsafe health hazards or conditions that may arise throughout the course of the Project.
- 7) Any additional work that may be required by the Contractor will be negotiated between the Contractor and NNCEA. Any additional work should not commence until approved by NNCEA in writing.
- 8) The Contractor shall provide the required notices and comply with the laws, rules, regulations, and codes which are or become in force during the Project and which relate to the Contractor's work, to the preservation of the public health and construction safety.

Responsibilities of NNCEA

- 1) Provide Contractor with access to the Project site during hours requested by the Contractor.
- 2) Communicate with the Contractor about any on-going needs and status updates.
- 3) NNCEA shall be responsible for the payment of unforeseen, reasonable expenses affiliated with the Project as long as the Contractor and NNCEA agree in writing to any additional costs.
- 4) NNCEA will not be liable for any damages sustained by the Contractor in the course of work it undertakes in relation to the Project.

Schedule and Payment Schedule

- 1) NNCEA will negotiate with the Contractor a schedule for the completion of the Project, with an end date of July 30, 2022 unless a later date is agreed upon by the parties.
- 2) NNCEA will negotiate with the Contractor a fair payment schedule to reflect the work being done (this may include a 25%, 50%, 25% payment schedule).
- 3) All payments will be subject to legislation and statutory regulations respecting holdback percentages.



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Scope of Work

1. The contractor is responsible for the safe removal of the current desks in the OK office
2. The contractor is responsible for removing the current storage space as identified on the site diagram below
3. The contractor is responsible for washing, taping, and priming the walls, window trim, door trim, and ceiling
4. The contractor is responsible for taping and painting 2 coats of the required colours on the walls, trim, and ceiling
5. The contractor is responsible for placing the storage cabinets back in the required locations as per the site map
6. The contractor is responsible for supplying all painting materials
7. The contractor is responsible for assembling the 2 provided desks
8. The contractor is responsible for removing TV from mount and safely reinstalling TV
9. The contractor is responsible from removing 2 whiteboards and reinstalling in applicable locations
10. The contractor must remove blinds from windows and securely reinstall
11. The contractor must remove clock from wall and reinstall clock
12. The contractor is responsible for the safety and security of all materials within the office
13. The contractor is responsible for ensuring NNCEA property that is kept in the office during the project is not damaged or stolen
14. Project cannot begin until July 1, 2022 and must conclude within 15 business day or by July 30, 2022 whichever is first
15. Any other items that were identified in the original tender posting

Please contact Nic Campbell if you require additional information at 204-484-2095 or 519-330-4707 or by email at nicc@nncea.ca



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NNCEA BID INFORMATION FORM

NNCEA OK School Office

CONTRACTOR: _____

CONTACT NAME: _____

BUSINESS NAME: _____

TELEPHONE: _____

JOURNEYPERSON REGISTRATION # (if applicable): _____

BID AMOUNT AS PER SCOPE OF WORK AND RESPONSIBILITIES (PLEASE INCLUDE
ITEMIZED PRICING FOR MATERIALS, TRAVEL, LABOUR, AND ANY OTHER COSTS):

\$ _____

CONTRACTOR'S SIGNATURE: _____

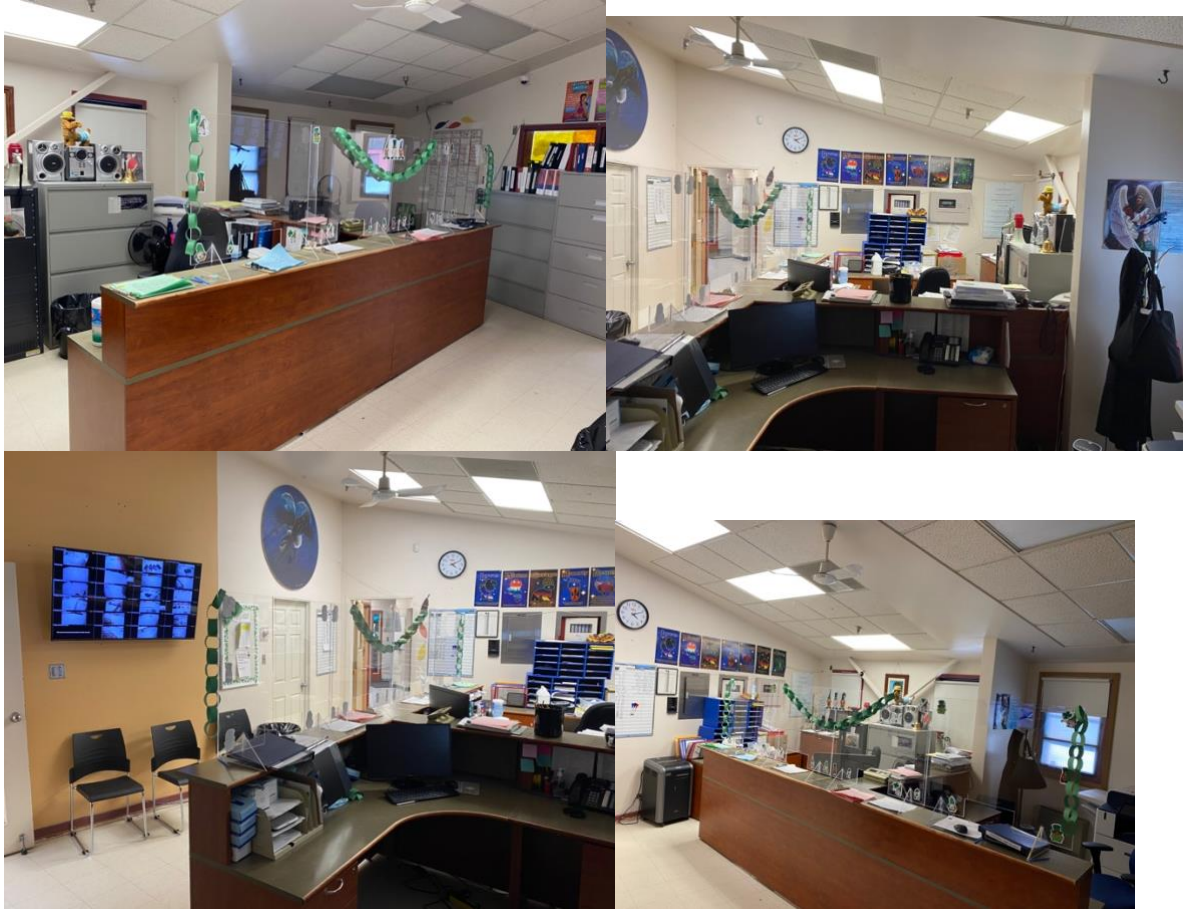


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Gallery of Office

Current Office Set Up



2 Desks that require assembly (one left hand one right hand)

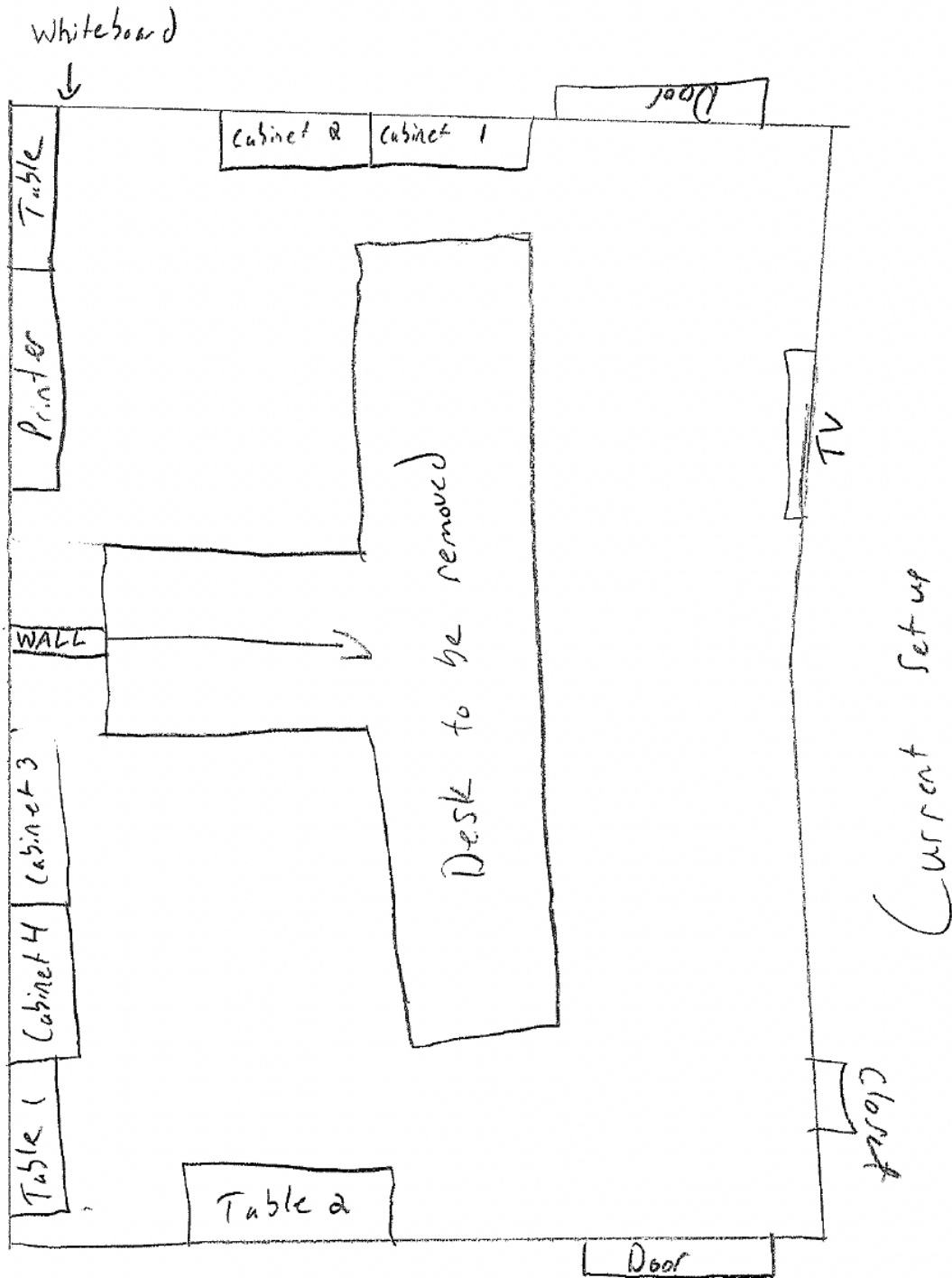




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CURRENT SET UP

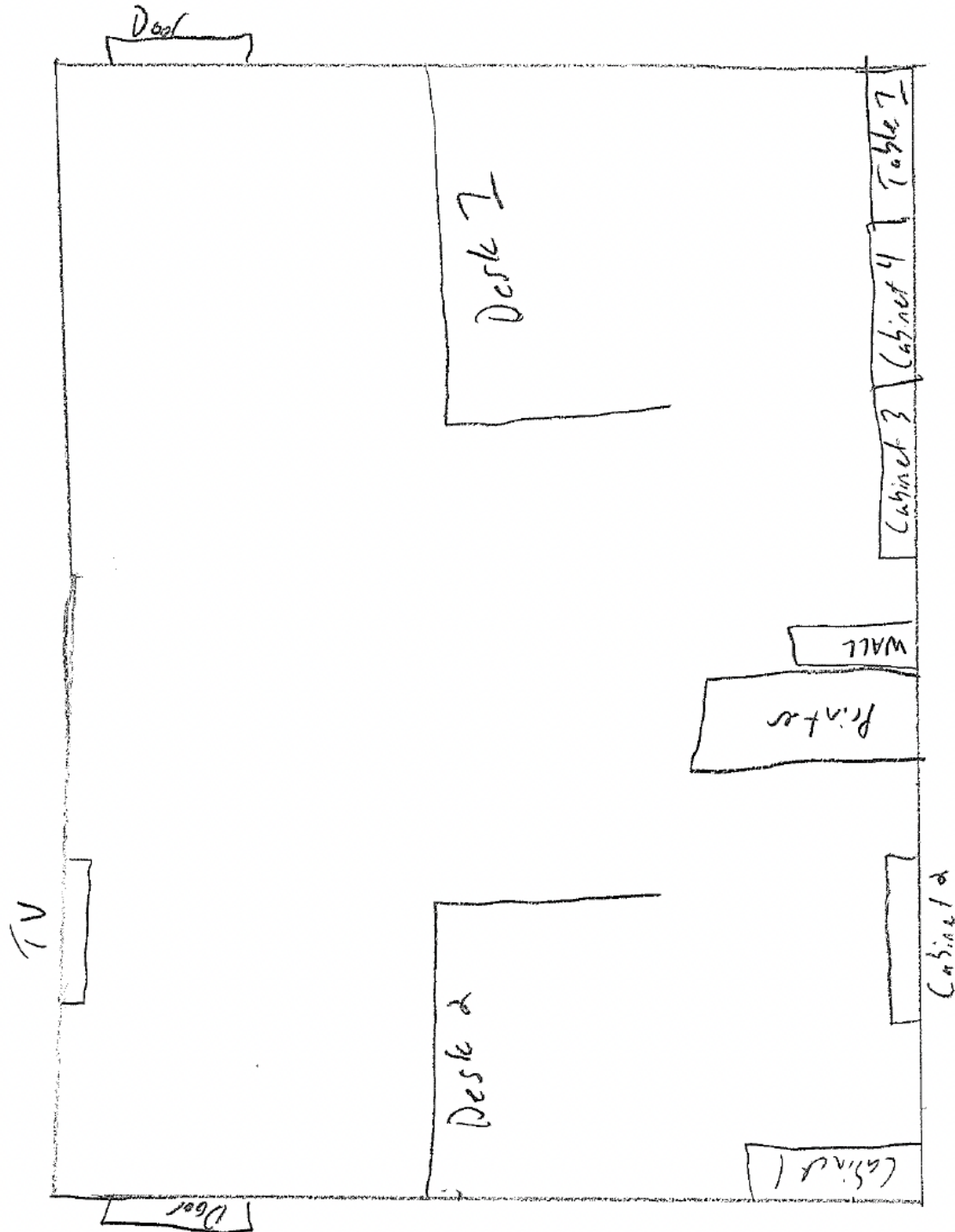




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NEW SET UP





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Colour Grid

<u>Location</u>	<u>Colour</u>
Ceiling	Egg shell white
All walls	Light grey "Ice" Sherwin Williams
All trim	Medium Brown (match baseboards) "Adaptive Shade" Sherwin Williams
All baseboards	Medium grey (match trim) "Adaptive Shade" Sherwin Williams

Measurements

Item	Measurement (feet)	Estimated Square Feet
Ceiling	19 feet length 16 feet width	304 square feet 1 fan on ceiling
Wall 1 (with TV, minus closet door)	13 feet height 19 feet length	247 square feet Minus 1 standard door Approx. 235 total
Wall 2 (fire panel)	13 feet height 16 feet width	208 square feet Minus 1 standard door Approx. 200 total
Wall 3 (minus 4 windows)	19 feet length 13 feet high	235 square feet Minus 4 windows Approx. 212 total
Wall 4 (minus 2 windows and 1 door)	13 feet high 16 feet width	Approx 208 Minus 2 window/1 door Approx. 178
	Approximate Total	1,202 square feet