



Request for Proposals | 01-2023-01

The Municipality invites your company to provide a proposal to supply:
Design Build for Arran-Elderslie Municipal Office Lower Level Renovation

Date Issued: January 6, 2023
Deadline: 11:00am on February 3, 2023

Proposals must be clearly marked **01-2023-01 Design Build for Arran-Elderslie Municipal Office Lower Level Renovation** and be delivered by way of hand delivered, courier mail, fax or email to:

Carly Steinhoff, Manager of Facilities, Parks and Recreation
Municipality of Arran-Elderslie
1925 Bruce Road 10
Chesley, ON N0G 1L0
recreation@arran-elderslie.ca
f 519.363.2203

The Municipality assumes no risk or responsibility whatsoever that any fax will be received as required herein and shall not be liable to any bidder if for any reason an electronic bid is not properly received.

Questions regarding this Request for Proposal can be emailed to the contact above.

Introduction

The Municipality of Arran-Elderslie is seeking Proposals from qualified companies for the Design Build for a renovation of the Arran-Elderslie Municipal Office Lower Level.

1. INTERPRETATION

Definitions

- a. Best Value - the value placed upon quality, service, past performance and price.
- b. Municipality - The Corporation of the Municipality of Arran-Elderslie.
- c. Municipal Representative - the representative engaged by the Municipality to supervise the work.
- d. Contract - an agreement with specific terms between the Municipality and the successful proponent.
- e. Preferred Proponent - the proponent who submitted the favourable proposal.
- f. Proposal - the proponent's submission to the RFP.
- g. Proponent - the party submitting a Proposal to this RFP.
- h. RFP - Request for Proposal.

2. RFP PROCESS

Not a Tender Call

This RFP is not a tender call and the submission of any response does not create a tender process. This RFP is not an invitation for an offer to contract and it is not an Offer to Contract made by the Municipality.

No Obligation to Proceed

The Municipality fully intends to proceed at this time through the RFP procedure, the Municipality is under no obligation to Offer to Contract. The receipt by the Municipality of any information (including any submissions, ideas, plans, drawings, models or other materials communicated or exhibited by any intended Proponent, or on its behalf) shall not impose any obligations on the Municipality. There is no guarantee by the Municipality, its elected officials or employees that the process initiated by the issuance of this RFP will continue, or that this RFP process will result in a contract with the Municipality for the purchase of the equipment, service or project.

Late Proposals

Proposals received after the final date and time for receipt of Proposals will be considered as "Late Proposals". Late Proposals will not be accepted and will be returned unopened to the sender.

3. PRE-RFP INFORMATION

Negotiations with Preferred Proponent

The Proponent that submits to the Municipality the most advantageous Proposal and which represents the interests of the Municipality, best overall, may be awarded the contract. The Municipality reserves the right to accept or reject all or part of the RFP, however, the Municipality is not precluded from negotiating with the Successful Proponent to modify its Proposal to best suit the needs of the Municipality.

The Municipality reserves the right to obtain additional information from the Proponents to clarify the information in their submission, conduct interviews to discuss their suitability for the project or proceed to negotiate services, a contract, and details of the RFP with the most qualified company.

If the Municipality selects a Preferred Proponent, the Municipality will enter into negotiations with the Preferred Proponent in an attempt to settle one or more contract(s) necessary to implement the project as generally described in this RFP. If the Municipality considers that it is unlikely to settle such agreements with the Preferred Proponent despite having negotiated with the Preferred Proponent for at least 30 days after selection of the Preferred Proponent, the Municipality is entitled to cease negotiations with the Preferred Proponent and to begin negotiations with another Proponent.

The Municipality reserves the right to negotiate specific terms of the contract with the Proponent prior to final award of the contract. The Municipality also reserves the right to negotiate specific terms of contract with the Successful Proponent as the contract progresses.

Rejection of Proposals

The Municipality reserves the right to reject, at the Municipality's sole discretion, any or all Proposals, without limiting the foregoing, any Proposal which either:

- a. Is incomplete, obscure, irregular or unrealistic.
- b. Has non-authorized (not initialed) erasures or corrections in the Proposal or any schedule thereto.
- c. Omits or fails to include any one or more items in the Proposal for which price is required by the RFP.

- d. Fails to complete the information required by the RFP to be furnished with a Proposal or fails to complete the information required whether the same purports are completed or not.

Further, a proposal may be rejected based on the Proponents past performance, financial capabilities, completion schedule of compliance with Federal, Provincial and Municipal legislation. As it is the purpose of the Municipality to obtain a Proposal most suitable to the interest of the Municipality and what it wishes to accomplish, the Municipality has the right to waive any irregularity or insufficiency in any Proposal submitted and to accept the Proposal which is deemed to be the Best Value for the Municipality.

Evaluation Criteria

Awards will be made based on the Best Value Offered, and the Best Value will be determined by the Municipality. The quality of the service to be supplied, the conformity with the specifications, the suitability to requirements, guarantee clauses and references will be taken into consideration.

Proposal Evaluation

Evaluation of Proposals will be completed by at least two (2) Municipal Staff including the Municipal Representative for this Proposal.

Confidentiality

The Municipality will endeavor to keep all Proposals confidential. The material contained within the Proposal from the Successful Proponent will be incorporated into a Contract and information which is considered sensitive and/or proprietary shall be identified as such by the Proponent. Technical or commercial information included in the Contract shall not be released if Municipal representatives deem such releases inappropriate, subject to the Freedom of Information and Protection of Privacy Act.

Acceptance of Proposal

The Municipality shall not be obligated in any manner to any Proponent whatsoever until a written contract has been duly executed relating to an approved Proposal.

No act of the Municipality other than a notice in writing signed by the Municipal Representative or Municipal Clerk-Administrator shall constitute an acceptance of a Proposal. Such acceptance shall bind the successful Proponent to execute in a manner satisfactory to the Municipality.

- a. Proposals must meet all requirements herein to be eligible for consideration. Proposals that are unsigned, incomplete, conditional, illegible, unbalanced, obscure or that contain additions not called for, reservations, erasures, alterations or irregularities of any kind may be rejected as incomplete.

- b. Proposals must contain the Proponent's business or home address and legal status must be disclosed and must be signed by a duly authorized official.
- c. The Proposal is irrevocable and open for acceptance for a period of thirty (30) days from the date of closing the RFP.
- d. Proposals will only be considered from reputable firms with proven previous experience on projects involving goods or services of a similar nature, magnitude and complexity to that which will be covered by the contract.
- e. The Municipality reserves the right to accept the RFP in total, or in part, to reject any or all offers, to waive any minor informalities, irregularities or technicalities and to accept an offer deemed most favourable to the Municipality. If the Municipality determines that a Proposal contains false or misleading information, the Municipality is entitled to reject the Proposal at any time as being invalid.
- f. The Municipality shall not be obligated either to accept or reject any non-compliance with the requirements of this RFP.

Negotiation Delay

If a written contract cannot be negotiated within thirty (30) days of the notification of the successful Proponent, the Municipality may, at its sole discretion at any time thereafter, terminate negotiations with that Proponent and either negotiate a Contract with the next qualified Proponent or choose to terminate the RFP process and not enter into a contract with any of the Proponents.

Enquiries

All enquiries related to this RFP are to be directed, in writing, to:

Carly Steinhoff, Manager of Facilities, Parks and Recreation
Municipality of Arran-Elderslie
1925 Bruce Road 10
Chesley, ON N0G 1L0
recreation@arran-elderslie.ca
f 519.363.2203

Information obtained from any other source is not official and should not be relied upon. Enquiries and responses will be recorded and may be distributed to all Proponents at the Municipality's option.

Final Date and Time for Receipt of Proposal

Proposals must be received by 11:00am on February 3, 2023.

Carly Steinhoff, Manager of Facilities, Parks and Recreation
Municipality of Arran-Elderslie
1925 Bruce Road 10
Chesley, ON N0G 1L0
f 519.363.2203
recreation@arran-elderslie.ca

Proposals and their envelopes should be clearly marked with the name and address of the Proponent and the RFP title.

4. PROPOSAL PREPARATION

Changes to Proposal Wording

The Proponent will not change the wording of its Proposal after closing and no words or comments will be added to the Proposal unless requested by the Municipality for purposes of clarification.

Limitation of Damages

The Proponent, by submitting a Proposal, agrees that it will not claim damages, for whatever reason, related to the RFP or in respect of the competitive process, in excess of an amount equivalent to the reasonable costs incurred by the Proponent in preparing its Proposal. The Proponent, by submitting a Proposal, waives any claim of loss of profits if no agreement is made with the Proponent.

Firm Pricing

Proposals must be firm for at least sixty (60) days after the final date. Prices will be firm for the duration of the contract period.

5. GENERAL LIABILITY INSURANCE AND WARRANTY

Commercial General Liability

The Successful Proponent shall, at their own expense, obtain and keep force during the term of this agreement, Commercial General Liability Insurance satisfactory to the Municipality including the following and underwritten by an insurer licensed to conduct business in the Province of Ontario.

- A limit of liability of not less than \$ 5,000,000 per occurrence
- The policy shall contain a provision for cross liability in respect of the names insured

The Municipality of Arran-Elderslie shall be named as an “additional insured” on the comprehensive policy of public liability and property damage insurance.

Proof of Insurance

The Preferred Proponent shall provide a certificate(s) of insurance of certified copy(ies) of the above-referred to policies, satisfactory to the Municipality, together with proof of renewal at least ten (10) days prior to expiry.

Workplace Safety & Insurance Board

The Preferred Proponent and all subtrades shall provide a copy of the Workplace Safety & Insurance Board’s Clearance Certificate indicating the successful Bidder’s good standing with the Board.

Warranty

The Preferred Proponent shall carry a minimum of two (2) years warranty on all materials, equipment and workmanship.

6. ADDITIONAL TERMS

Liability for Errors

While the Municipality has used considerable efforts to ensure accurate representation of information in this RFP, the information contained in this RFP is supplied solely as a guideline for Proponents. The information is not guaranteed or warranted to be accurate by the Municipality, nor is it necessarily comprehensive or exhaustive. Nothing in this RFP is intended to relieve Contractors from forming their own opinions and conclusions with respect to the matters addressed in this RFP.

Agreement with Terms

By submitting a Proposal, the Proponent agrees to all terms and conditions within this RFP. Contractors who have obtained the RFP electronically must not alter any portion of the document, except for adding the information requested.

7. SPECIAL CONDITIONS

- A qualified Proposal is one which meets the needs and specifications of the Municipality and the terms and conditions contained in this RFP. The Preferred Proposal is a qualified Proposal offering the Best Value, as determined by the Municipality.
- The Municipality will determine whether a Proposal is qualified by evaluating all of the Proposals based on, but not limited to, the needs of the Municipality, specifications, terms and conditions and price. The Municipal Representative will

examine all Proposal and recommend to Council which Proposal is in the Municipality's best interest.

- The Municipality reserves the right to cancel the RFP at any time.
- The Municipality recognizes that Best Value is the essential part of purchasing and product and/or service and therefore the Municipality may prefer a Proposal with a higher price, if it offers greater value and better serves the Municipality's interests, as determined by the Municipality, over a Proposal with a lower price. The Municipality's decision shall be final.
- The Municipality reserves the right to negotiate with the Preferred Proponent, or any Proponent, on any details including changes to specifications and price. If specifications require significant modifications, all Proponents shall have the opportunity to adjust their Proposals or re-submit altogether, as determined by the Municipality Representative.
- All goods, services and workmanship must conform to all laws and standards for use in Canada and the Province of Ontario.
- The Successful Proponent, herein named the General Contractor, shall guarantee that their Proposal will meet the needs of the Municipality and that any or all items supplied and/or services rendered shall be correct. If the item(s) supplied by the General Contractor and/or the service(s) rendered by it are in any way incorrect or unsuitable, all correction costs shall be paid solely by the General Contractor.
- Where only one (1) Proposal is received, the Municipality reserves the right not to make public the amount of the Proposal. The amount of the Proposal will be made public if a Contract is awarded.
- The Municipality reserves the right to accept or reject a Proposal, where only one (1) Proposal is received.
- The Municipality reserves the right to cancel the contract for goods and/or services as outlined in this RFP, at any time, by providing thirty (30) days written notice to the Preferred Proponent.

APPENDIX A | INSTRUCTIONS TO BIDDERS

1. Design Build

a. Overall Project

Renovation of the lower level including the addition of offices, meeting room and washroom. This work is to coincide with the lift that will be installed on the east side of the building in early 2023.

b. Design-Build Contract

This project is a Design-Build contract and shall be treated as such. Foreseen extras, cost savings and required changes from the tender documents shall be disclosed by the Proponent before Proposal closing or attached with the Bid Form at time of closing. Suggestions and recommendations may affect the decision-making process.

c. Site Location

1925 Bruce Road 10, Chesley, Concession 4 PT Lot 30, Municipality of Arran-Elderslie (Elderslie Township).

2. Construction Permits and Testing

- a. The Preferred Proponent shall be responsible for application and payment of necessary Building Permits and any other necessary permits needed to commence work. The cost of the Building Permit will be an **extra** to the Contract price.

Note: Proposal drawings and Building Permit application will be submitted to the Municipality prior to Proposal close, but permit will not be issued until Municipal approval and permit payment.

- b. The Preferred Proponent will be responsible for any additional testing required by the Municipality.

3. Timing

- a. The Preferred Proponent shall commence work as soon as possible after approval of the Municipality has been received. The Preferred Proponent shall execute the Project diligently, to complete all Work required within the time limit indicated on the Bid Form. Work must begin in 2023.
- b. The Preferred Proponent shall provide a construction schedule prior to project commencement.

4. Inspections

- a. The Municipality reserves the right to enlist the services of a private consultant for inspections, progress payment approvals, and approval for Certificate of Substantial Performance of the Contract.
- b. A hold back of 10% of the Stipulated Price will be held by the Municipality for a maximum of 45 days following Substantial Completion.

5. Payment

- a. Payments: monthly payments as per documented invoices provided by the Preferred Proponent.
- b. Hold back: 10% of Stipulated Sum.
- c. Debits and/or credits will be provided by the Preferred Proponent on a monthly statement.

6. Bid Contacts

- a. For the purpose of the Request for Proposal, all drawing, specification and construction inquiries shall be forwarded to either:

Carly Steinhoff, Manager of Facilities, Parks and Recreation
519.363.3039 x 123 | recreation@arran-elderslie.ca

Patrick Johnston, Chief Building Official
519.363.3039 x 106 | building@arran-elderslie.ca

7. Tender Drawings

- a. Copies of these drawings (including digital format) are permitted SOLELY for the purpose of pricing this Request for Proposal. All copies shall be returned within seven (7) days of Proposal submission.
- b. Digital copies of these drawings and specifications can be obtained by emailing Carly Steinhoff, recreation@arran-elderslie.ca.

8. Construction Plans and Building Manuals

- a. The Preferred Proponent will be responsible to provide any further drawings, plans where required by the Municipality.
- b. The Preferred Proponent will provide the Municipality with a Building Manual upon Substantial Completion, including as-built drawings where applicable.

9. Allowances

- a. The Preferred Proponent shall be responsible to contact and schedule all trades, including any trades pre-chosen by the Municipality to install building elements disclosed in the Allowances section of the Bid Form.

10. Change Orders and Extras

- a. Change orders and/or extras will be invoiced to the Municipality and billed at cost plus 10% (maximum), plus hst.
- b. The Preferred Proponent will provide all paperwork, including bills, purchase orders, invoices, etc. necessary to quantify these invoices.

11. Specifications

- a. These specifications and concept drawings are intended to outline the Layout and requirements for the proposed renovation to the Arran-Elderslie Municipal Office. Improvements to the design, or material components are to be identified as an extra or savings to the base price.

12. Engineering

- a. The Municipality reserves the right to have all plan, shop drawings and construction reviewed and/or inspected by an independent engineer.

13. Permits

- a. Building Permit: the Preferred Proponent is to supply all plans, apply and obtain the Building Permit. **The cost of the Permit is an extra to the contract.**

14. Site Preparation

- a. Site access: From the east side of the property.

15. Building Services

- a. Hydro services and electrical wiring: by the Municipality.
- b. HVAC System: by Municipality, not part of Contract.
- c. Air Exchange System and Design: by Municipality, not part of Contract.

APPENDIX B | MUNICIPAL STATEMENT OF REQUIREMENTS

General

The Municipality's Statement of Requirements is based on research and consideration by Municipal Staff. The information provided shall be considered the minimum requirements and they are not to be considered design drawings.

The Work under this Contract shall include all work required to provide a complete, functional and certified installation to meet the need of the Municipality and its stakeholders.

1. General Work

General Work includes all Work described under Appendix B, inclusive. No separate payment will be made for General Work. Payment for General Work shall be included in the Stipulated Sum.

a. Scope

The Preferred Proponent shall perform all General Work

b. Schedule of Work

Upon being awarded this Contract, the Preferred Proponent shall forthwith supply to the Municipality for its approval, a copy of the detailed planned Schedule of Work, showing clearly that the Work shall be completed within the stipulated time.

The Schedule of Work shall indicate proposed progress in one (1) week periods for, at a minimum, of the following work (as applicable to the Scope of Work):

- i. Meeting with the Municipality to discuss requirements and design options
- ii. Completion of Contract documents including Contract Drawings "Approved for Construction" by the Municipality
- iii. Removals and site preparation
- iv. Interior finishes

c. Layout Work

The Preferred Proponent shall be responsible for gathering existing information and all layouts for the Work.

The Preferred Proponent shall notify the Municipality a minimum of 24 hours advanced notice of any layout work carried out and the Municipality shall notify the same. Checking of layout, or failure to do so on the part of the Municipality, in no way, relieves the Preferred Proponent of full responsibility for construction to the proper location.

d. Materials supplied by the Preferred Proponent

The Preferred Proponent shall base the Proposal on the materials specified as to quality and price. The Preferred Proponent may, however, after acceptance of this Proposal, request permission to substitute alternative material where "other approved" is allowed in the specification. Should the Municipality not approve such

alternative material, the Preferred Proponent shall have no claim whatsoever against the Municipality.

All material supplied by the Preferred Proponent shall be new, in no case remanufactured or factory reconditioned and in no case, recycled from the site, unless approved by the Municipality.

e. Disposal of Materials

The Preferred Proponent shall dispose of all waste surplus material in areas approved by the Municipality. The Preferred Proponent shall be responsible for all work and costs involved in disposing waste or excess material, including trucking.

Site Preparation

The Preferred Proponent is advised that the lower level of the site will continue to be used by employees during construction. Every effort must be made to ensure the protection of the site and employees.

The Municipality will endeavor to provide advanced notice to the Preferred Proponent regarding special events taking place on the property, when work could be delayed.

Arran-Elderslie Municipal Office Lower Level

All Bidders are encouraged to attend site for inspection prior to submitting bid.

The work shall include:

1. Design and construction/renovation of the lower level of the Arran-Elderslie Municipal Office.
2. The Preferred Proponent shall ensure all construction and design conforms to the Building Code Act and the Ontario Building Code.
3. The Preferred Proponent shall ensure that all mechanical, plumbing and electrical, existing or new, shall extend through the project area and meet or exceed Ontario Building Code.
4. The Preferred Proponent shall ensure that all rooms, walkways and fixtures meet or exceed the Accessibility for Ontarians with Disabilities Act guidelines.

5. Interior Walls/Finish

- a. 2x4 SPF#2 wall studs at 16" or 24", approximately 156 lineal feet
- b. Interior wall insulation: Roxul Safe & Sound Batt Insulation.
- c. Resilient Channel- one side only, refer drawings for locations.
- d. 1/2" Gypsum Board.

6. Interior Doors:

- a. Solid wood core to suit.

7. Interior Trims

- a. Window and Exterior Door: MDF returns, MDF casings (3 ½" wide).
- b. All interior doors to have wrap around metal frames.

8. Painting and Staining

- a. Walls
- b. Interior Doors and Frames: properly primed and finish painted (-2- coats oil base).

9. Floor Finish and Base Trims

- a. Floors to be left clean, smooth with sealed natural finish.
- b. Vinyl base trim.
- c. Exact flooring TBD and will be an extra to the Contract (where applicable).

10. Heating Ventilation/Air Conditioner

- a. Separate to the Contract

11. Plumbing

- a. Existing plumbing rough-in to be modified to suit plan. Cut/patch and make good concrete floor.

12. Electrical Service – Wiring

- b. Separate to the Contract

Restoration

The Work shall include restoration of all disturbed areas to existing or better conditions.

Contingency Allowance

The Contingency Allowance provides for additional or extra work required during the course of the Contract and may be drawn upon only for additional work described by a Change Order, approved by the Municipality.

APPENDIX C | BID FORM

1. Having examined the following:

- Request for Proposal | 01-2023-01 **Design Build for Arran-Elderslie Municipal Office Lower Level Renovation**
- Request for Proposal | 01-2023-01 Appendix A Instructions to Bidders
- Request for Proposal | 01-2023-01 Appendix B Statement of Requirements
- Request for Proposal | 01-2023-01 Appendix C Bid Form
- Request for Proposal | 01-2023-01 Appendix D P1- Proposed Lower Floor Layout
- Request for Proposal | 01-2023-01 Appendix E P2- Framing Plan

Addendum No. _____ Date: _____

Addendum No. _____ Date: _____

Addendum No. _____ Date: _____

We hereby offer a Design/Build Contract to furnish labour and materials required to complete the work in accordance with Said Documents for the following Stipulated Sum of \$(_____) – _____/100 dollars (including hst) in lawful money in Canada, if notified of the acceptance of the offer within sixty (60) days of the time set for the opening of Proposals. We hereby agree that the offer shall remain open for the said time whether any other Proposal has been previously accepted or not.

Total Harmonized Sales Tax (included in the Stipulated Sum above): \$(_____) – _____/100 dollars

2. Options

The following lists the amount of extras or credits for items not included in the base price:

\$ _____ plus \$ _____ hst

\$ _____ plus \$ _____ hst

\$ _____ plus \$ _____ hst

\$ _____ plus \$ _____ hst

\$ _____ plus \$ _____ hst

3. Timing

- a. Contractor’s estimated time for completion of work after notification of award of Contract and receipt of Building Permit will be _____ weeks.
- b. Contractor’s estimated time for completion of work will be taken into consideration in Proposal evaluation.
- c. The Work will be completed no later than: _____.
- d. A penalty of \$ 100.00 per day will be administered against the contractor upon failure of Substantial Completion past the above date.

4. Subcontractors

- a. Listed below are the names of Subcontractors upon whose proposals this is based. We recognize that the list of Subcontractors will be considered in the selection of the successful Bidder (local subcontractors preferred).
- b. We recognize that Proposals may not be accepted unless accompanied by a complete list of Subcontractors and that no names, either of Subcontractors or Contractor’s own forces, may be changed after submission of Proposal; unless good and sufficient cause is submitted in writing and written approval received from the Municipality.

5. Valuation of Changes

- a. Where changes in the work are made after the Contract is awarded, we will evaluate by the estimate and acceptance in a lump-sum method.

6. Credits

- a. Contractors recommendations for cost savings (Note: options listed here may affect decision of Successful Bidder).

Description: _____ \$ _____ (including hst)

Description: _____ \$ _____ (including hst)

Description: _____ \$ _____ (including hst)

Description: _____ \$ _____ (including hst)

Description: _____ \$ _____ (including hst)

(Attach additional with Proposal, if required)

7. Contract

If selected as General Contractor, we agree to sign a Design-Build Form of Contract (provided by the Preferred Proponent), for a stipulated Price subject to any adjustments for stated substitutions of subcontractors, requested by the Municipality.

Signature

Title

Witness

Signature

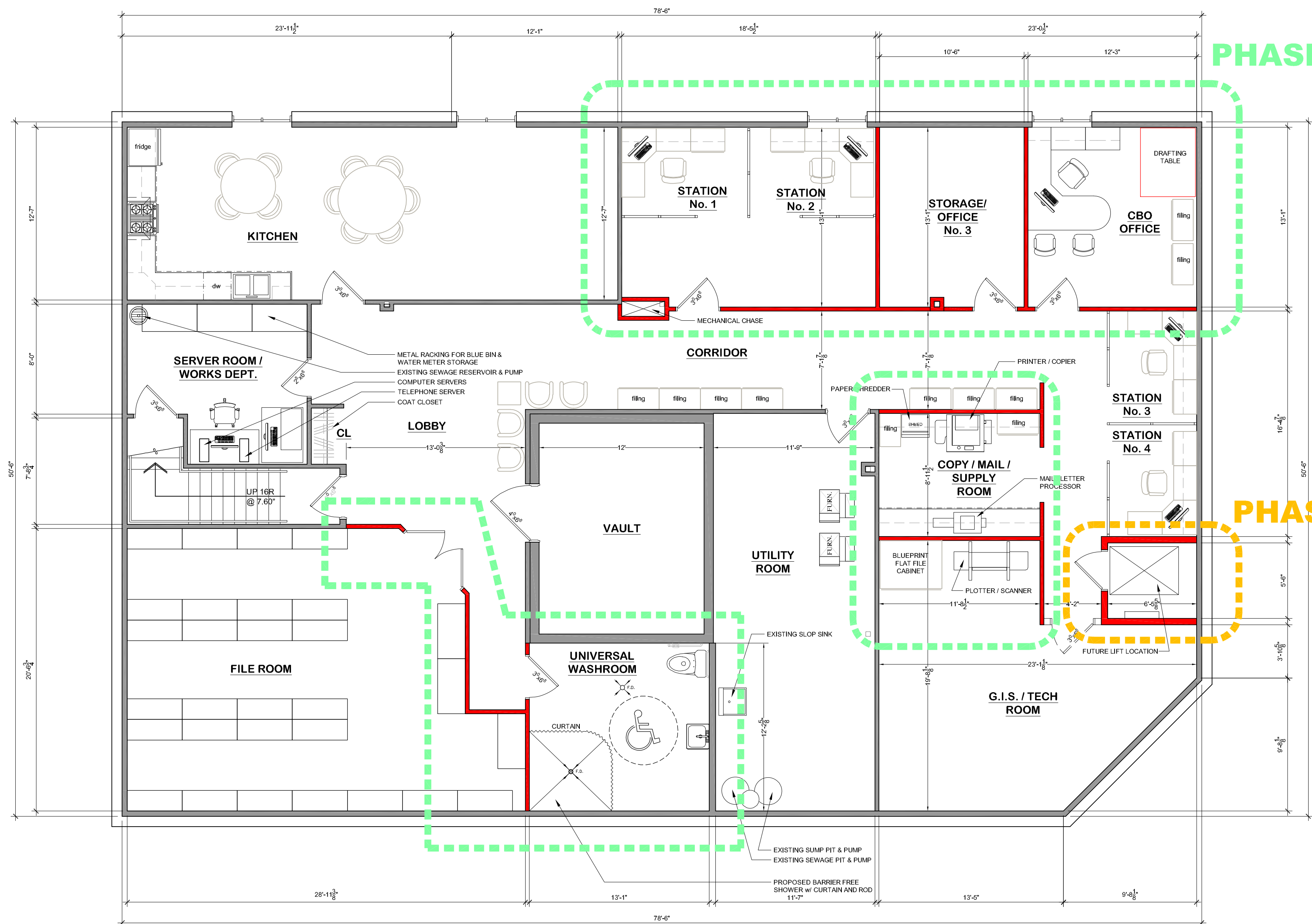
Name of Company

Address

Date

Telephone

Email of Signing Officer



PROPOSED LOWER FLOOR PLAN
 SCALE: 3/16" = 1'-0" option "A"

ADDITIONAL INFORMATION:

THIS DRAWING WAS PREPARED BY RUSSELL DESIGN AND IS INTENDED SOLELY FOR THEIR USE ALONE. FURTHER DUPLICATION OR DISTRIBUTION IN PART OR WHOLE IS STRICTLY PROHIBITED UNLESS OTHERWISE ACCOMPANIED WITH THE EXPRESSED WRITTEN CONSENT OF RUSSELL DESIGN. UNAUTHORIZED OR UNWARRANTED USE OF THIS DRAWING, BY ANY INDIVIDUAL(S), SHALL RESULT IN THEIR ASSUMING FULL RESPONSIBILITY FOR THE DESIGN AND VOID ALL ENGINEERING, DOCUMENTATION AND GENERAL REFERENCES ASSOCIATED WITH SAID DRAWING.

GENERAL NOTES:

NO. DATE REVISION HISTORY



Russell Design
 DRAFTING • CONSULTANT
Russell Design
"Creating from Ideas... Making Dreams"

240037 Wilcox Sideroad, R.R. #5 ph. 519-270-7073
 Owen Sound, Ontario tx. 519-371-8672
 N44 2A7 rv.g@russell.com

THE UNDERSIGNED HAS REVIEWED, AND ASSUMES RESPONSIBILITY FOR THE DESIGN, AS INDICATED BELOW, AND POSSES THE QUALIFICATIONS AND MEETS THE REQUIREMENTS AS SET OUT IN THE ONTARIO BUILDING CODE, 2.17.4., AS A DESIGNER.

SIGNED: RUSSELL GILKINSON
 INDIVIDUAL BCIN: 36019 FIRM BCIN: 36952
 Russell Designs PROJECT No: 21-084

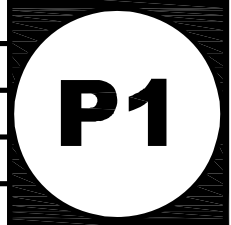
DETAIL No. 7
 PAGE DETAILED
 PAGE LOCATED

PROJECT NORTH

No.	DATE	REVISION HISTORY

DRAWING	PROPOSED LOWER FLOOR LAYOUT
PROJECT	OFFICE RENOVATION
CLIENT	MUNICIPALITY OF ARRAN-ELDERSLIE

DRAWN	RWG
DATE	JAN. 2023
SCALE	AS NOTED
FILE	21-084
REV No.	0.07



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GENERAL NOTES:



Russell Design
 DRAFTING • CONSULTANT
Russell Design
 "Creating from Ideas... Building Dreams"

240037 Wilcox Sideroad, R.R. #5 ph. 519-270-7073
 Owen Sound, Ontario fax. 519-371-8672
 N44 2A7 rw.gilkinson@rpdna.com

THE UNDERSIGNED HAS REVIEWED, AND ASSUMES RESPONSIBILITY FOR THE DESIGN, AS INDICATED BELOW, AND POSSES THE QUALIFICATIONS AND MEETS THE REQUIREMENTS AS SET OUT IN THE ONTARIO BUILDING CODE, 2.17.4., AS A DESIGNER.

SIGNED: RUSSELL GILKINSON
 INDIVIDUAL BCIN: 36019 FIRM BCIN: 36992
 Russell Designs PROJECT No: 21-084

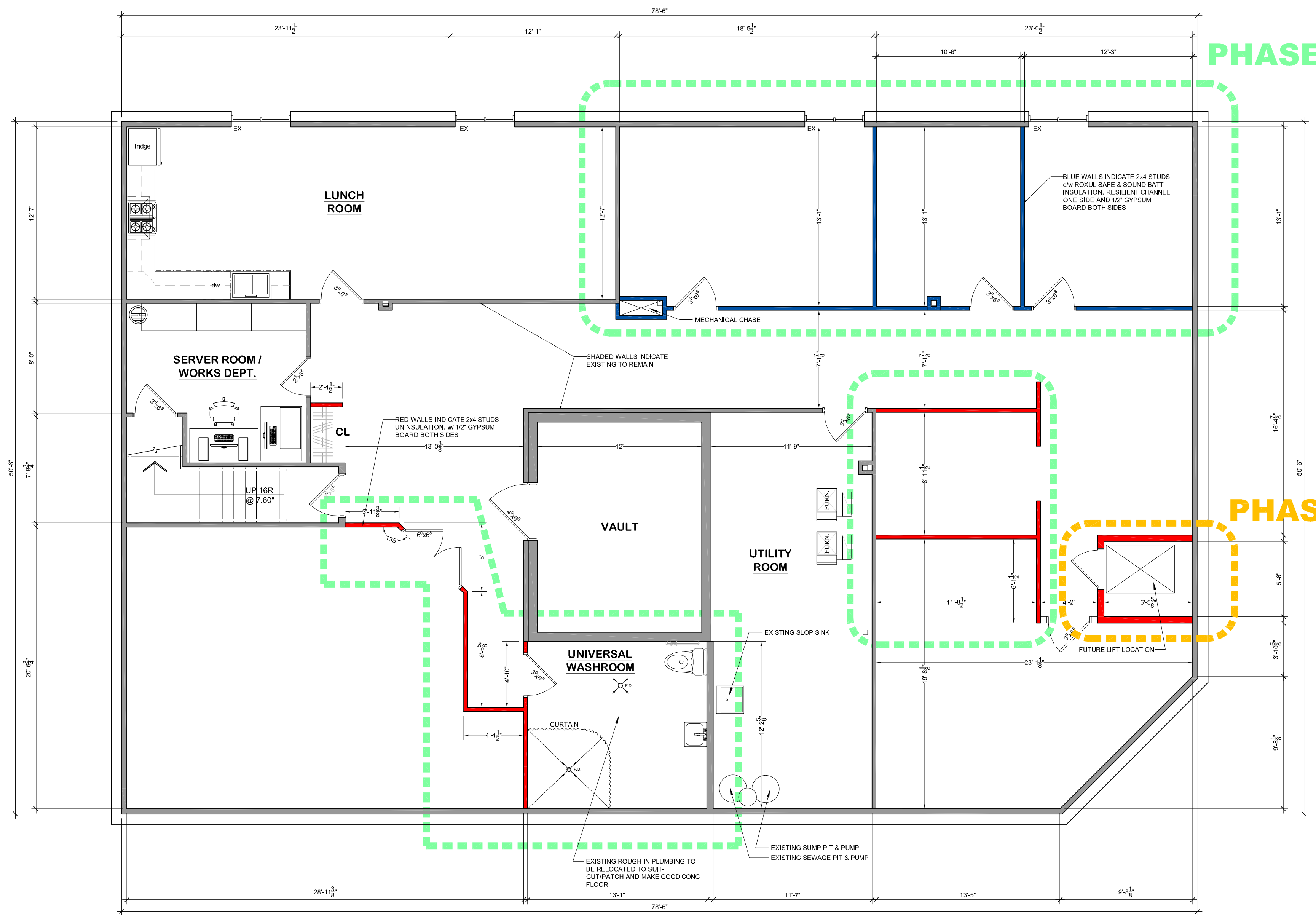
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PROJECT NORTH

No.	DATE	REVISION HISTORY

DRAWING	FRAMING PLAN
PROJECT	OFFICE RENOVATION
CLIENT	MUNICIPALITY of ARRAN-ELDERSLIE
DRAWN	RWG
DATE	JAN. 2023
SCALE	AS NOTED
FILE	21-084
REV No.	0.07

P2



- NOTE:**
1. PHASE ONE- SEPARATE CONTRACT
 2. PHASE 2- APPROXIMATELY 156' LINEAR LENGTH OF NEW STUD WALLS
 3. CONTRACTOR RESPONSIBLE TO COORDINATE MODIFICATIONS TO THE HVAC SYSTEM WITH THE MUNICIPAL APPOINTED HVAC CONTRACTOR.
 4. COVER EXISTING STEEL BEAMS WITH 5/8" TYPE "X" GYPSUM BOARD

FRAMING PLAN
 SCALE: 3/16" = 1'-0" option "A"