

Request for Proposal

For

Frink Conservation Area – Pavilion Enclosure

In The City of Belleville



— Quinte —
CONSERVATION
—

Requested by Quinte Conservation Authority
March 25, 2025

RFP Contact:

msmith@quinteconservation.ca

Closing:

Thursday, May 1st, 2025 at 10am

Quinte Conservation
RR#2
2061 Old Highway 2
Belleville, ON
K8N 4Z2

Background & Scope of Work

Quinte Conservation owns and maintains the Frink Conservation Area on Thrasher Rd, North of the City of Belleville. This property is jointly used by the public, the Hastings Prince Edward District School Board and the Algonquin & Lakeshore Catholic District School Board. The property includes a 32'x48' pavilion (See below for current pictures). This project aims to enclose the pavilion to allow for winter heating and bug protection in the summer.

Known Reports or Data

- Construction Plans for Sun Shelter, Baxter Engineering, Jan 2010.

Schedule

The work is to be completed by Oct 15th, 2025.

Scope of work

Design and Permits

- Work with Quinte Conservation to refine scope and budget (if required).
- Create drawings and documents required for a City of Belleville permit.
- Submit and pay for City of Belleville permits. Take permit through approval stages.

Construction

- Provide complete construction package to provide building as defined in the permit package.
- Provide construction fencing and signage as required in this very public and concealed area.
- Any tree removal needs to be approved by Quinte Conservation
- Any construction work completed during the school year will have to be coordinated with the school boards. The parking lot and pavilion area are used extensively by the school board for school field trips throughout the school year. The parking lot must be kept sufficiently clear such that a school bus can drive through. Any lay-down areas or designated parking will have to be agreed upon by QC and the school boards.
- Any disturbed areas need to be restored to pre-construction condition
- Note: water is not available at this site.

Specifics of Enclosure

- Enclose pavilion while maximizing transparent surfaces to allow for a feeling of being in nature. A double door to be included on the North wall. Provide other entrances/exist as required by code.
- Provide electric heat to warm the space during the winter.
- Provide air flow in the summer to minimize heat.
- Provide any other systems required by the applicable building code.
- The building currently has 100 Amp breaker panel with spare room. The current lighting level is sufficient unless the building codes requires a change.

Budget

The budget for this project is \$60,000. Additional funding can be available if required.

Meetings and Site Visits

Upon award, a start-up meeting will be required to confirm building scope, the methodology, schedule, etc.

An informal weekly meeting on site may be required depending on the level of coordination with the school boards and the construction activities taking place.

The contractor will be responsible for preparing agendas and recording minutes of all meetings and distributing them to QC in a timely fashion.

Proposal Submission Requirements

Copies of the proposals shall be sent to Mike Smith at msmith@quinteconservation.ca and shall adhere to the requirements and dates set out in this RFP.

The proposal shall include:

- Details on the construction methods/materials, project approach and any assumptions used.
- Contact person and phone number and people involved in the preparation of the proposal.
- Project costs.
- Sub-consultants to be used and their role.
- Attestation of all addenda reviewed.

Proposals shall not exceed 6 pages in length.

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|---|--|
| Request for proposal issued | Tuesday, March 25, 2025 |
| MANDATORY Site Visit – Meet at Frink CA | Tuesday, April 8, 2025 at 10am |
| Questions regarding the proposal due | Thursday, April 17, 2025 at 10am |
| RfP addenda posted on the Quinte Conservation website | Wednesday, April 23, 2025 |
| Request for proposal closing | Thursday, May 1 st , 2025 at 10am |

Selection Criteria

QC will select the successful contractor following an assessment of the submitted proposals based on criteria such as the enclosure design, meeting project requirements, project team experience, project schedule and project cost. The proposal with the lowest bid may not necessarily be accepted.

It is anticipated that the successful consultant will be notified by Mid-May 2025. This project is subject to confirmation of funding and Quinte Conservation reserves the right to reject any or all proposals and cancel the project. This RFP is not a tender.



Figure 1.0 – East and North Wall of Pavilion.



Figure 2.0 – North and West Wall of Pavilion.



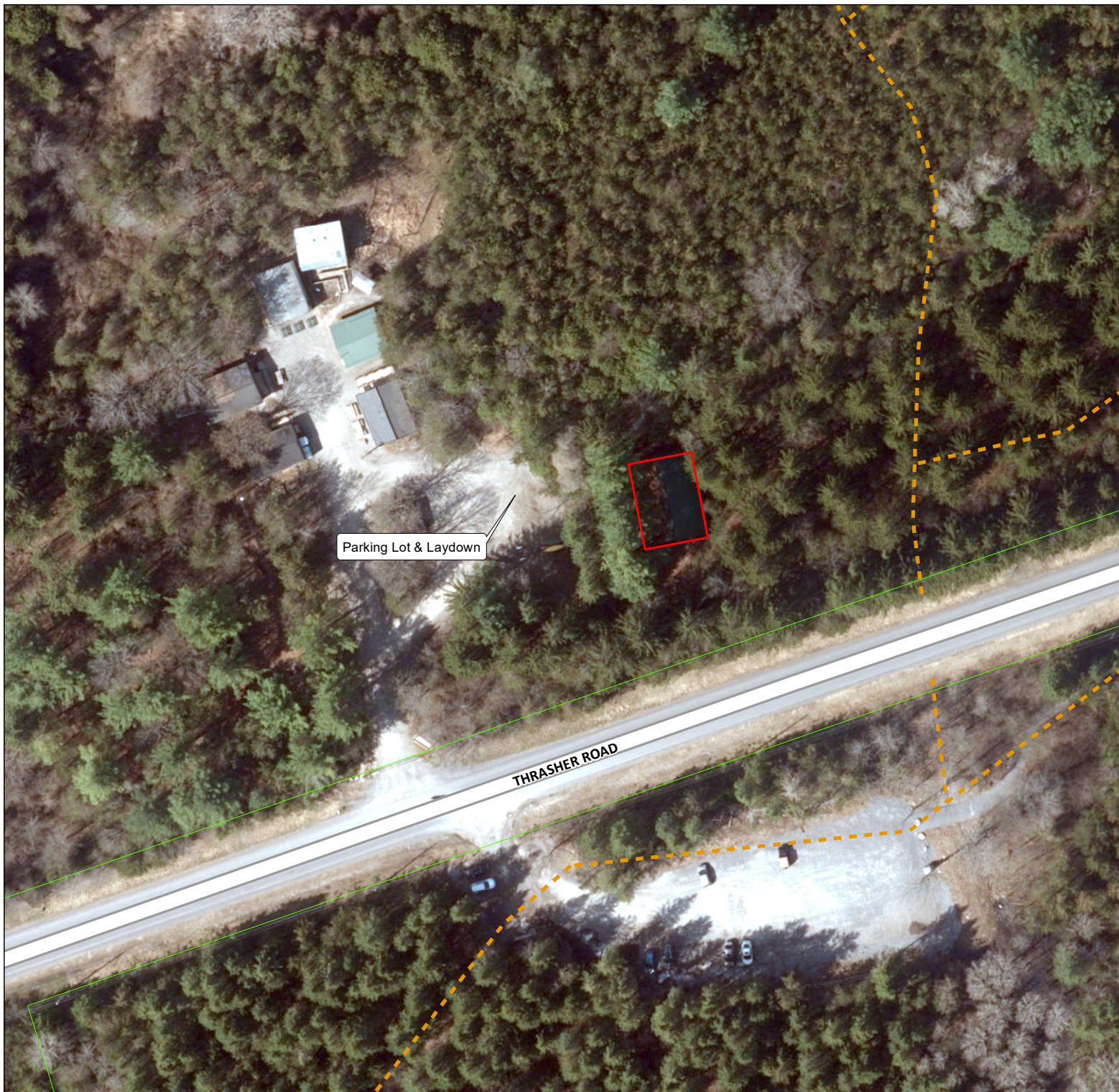
Figure 3.0 – South Wall of Pavilion.



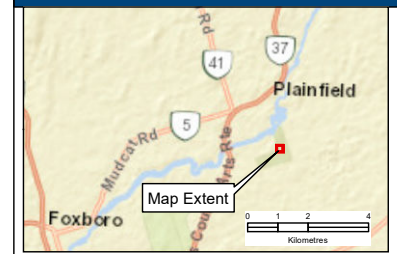
Figure 4.0 – Electrical Panel.



Figure 4.0 – Interior of Pavilion Looking South.

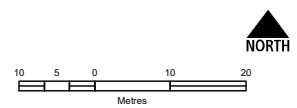


KEY MAP



LEGEND / NOTES

- Pavilion Footprint
- Public Trail
- QC Landholding



| 01 | Draft for comment / review | 25/03/25 |
|-----|----------------------------|----------|
| No. | REVISION | DD/MM/YY |

Morea River, Napanee Region and Prince Edward Region Watersheds.
 RR# 2, 2061's Old Highways # 2, Belleville, Ontario, K8N 4Z2.
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DEPARTMENT:
Conservation Lands Management

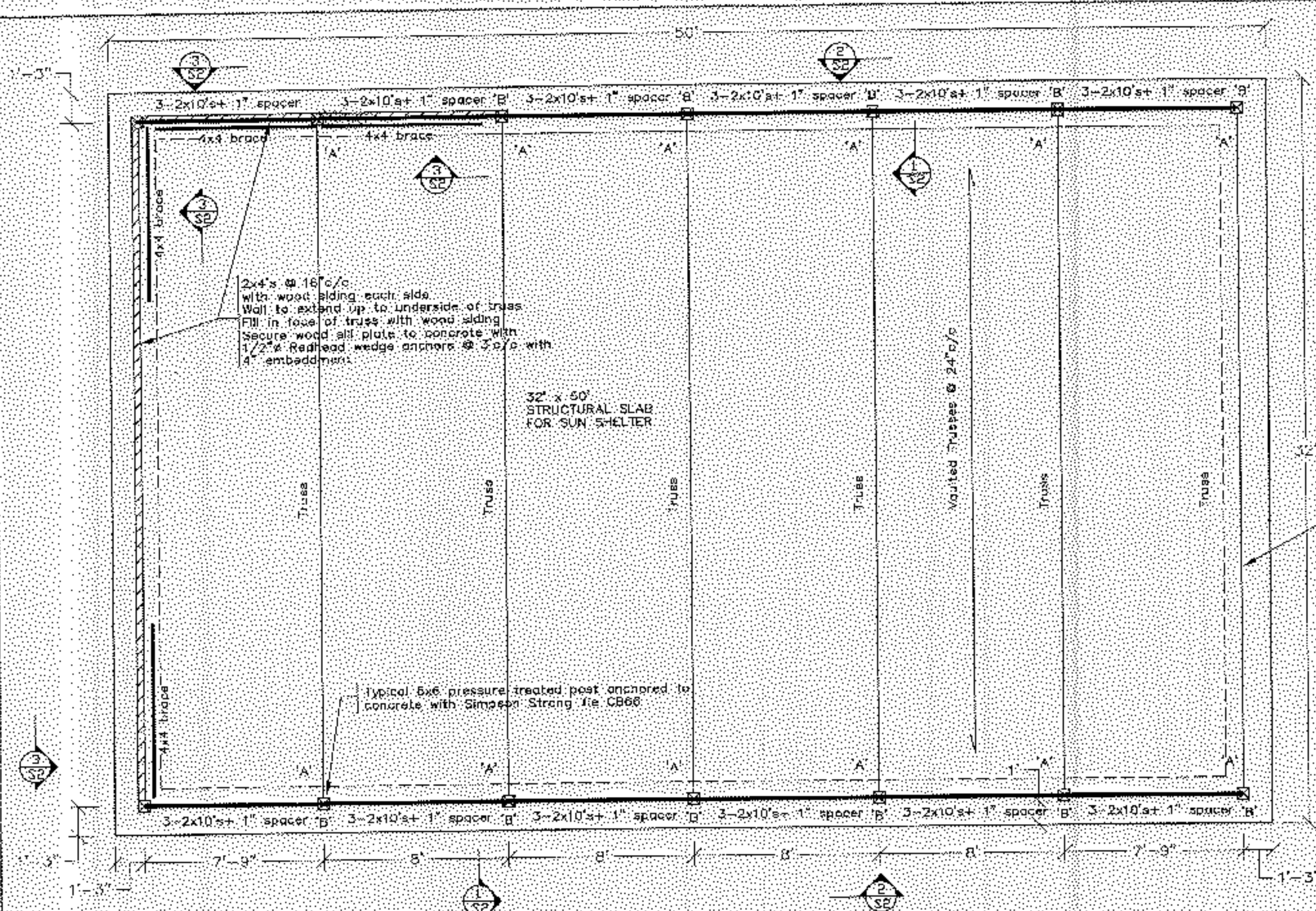
TITLE:
H.R. Frink Conservation Area
Pavilion Footprint

SCALE: 1:1,000

SHEET: 1 of 1

DRAWING: C.D.

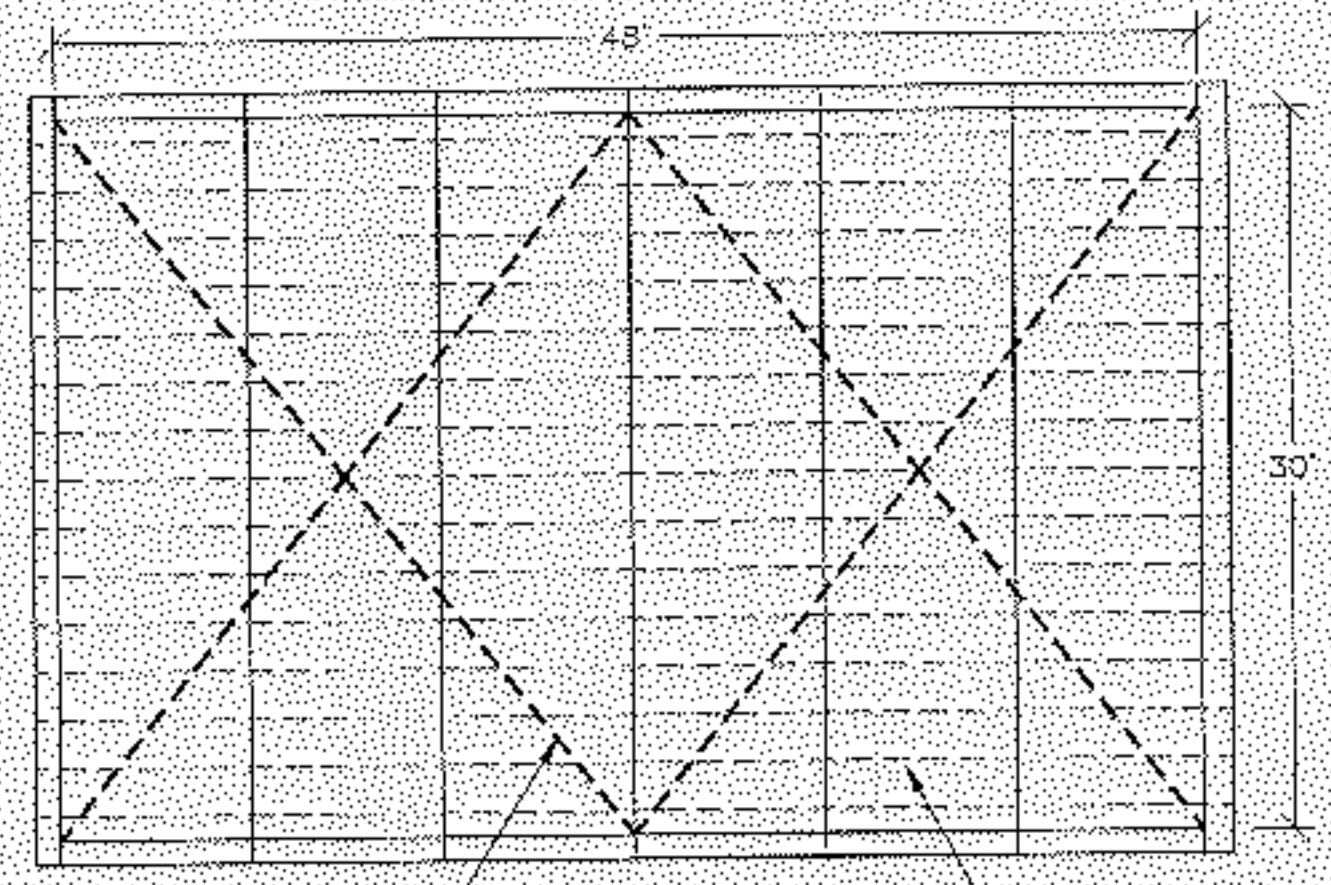
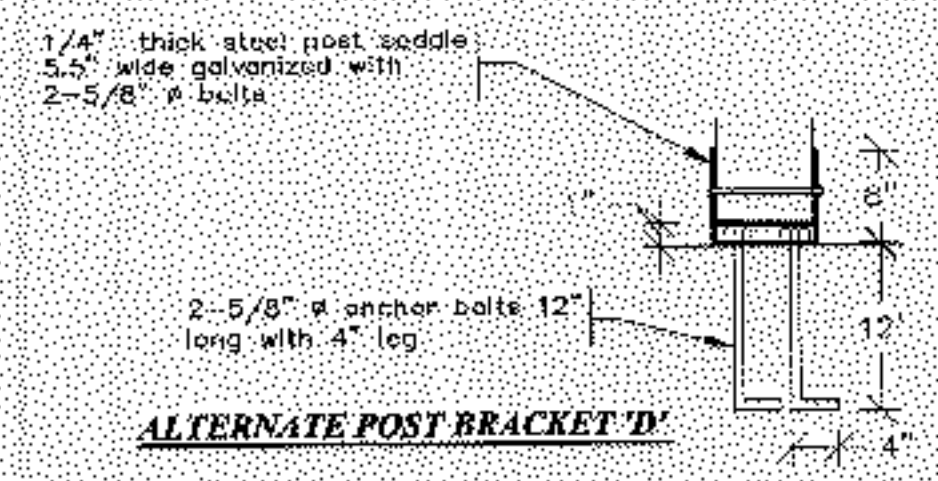
CHECK: M.S.



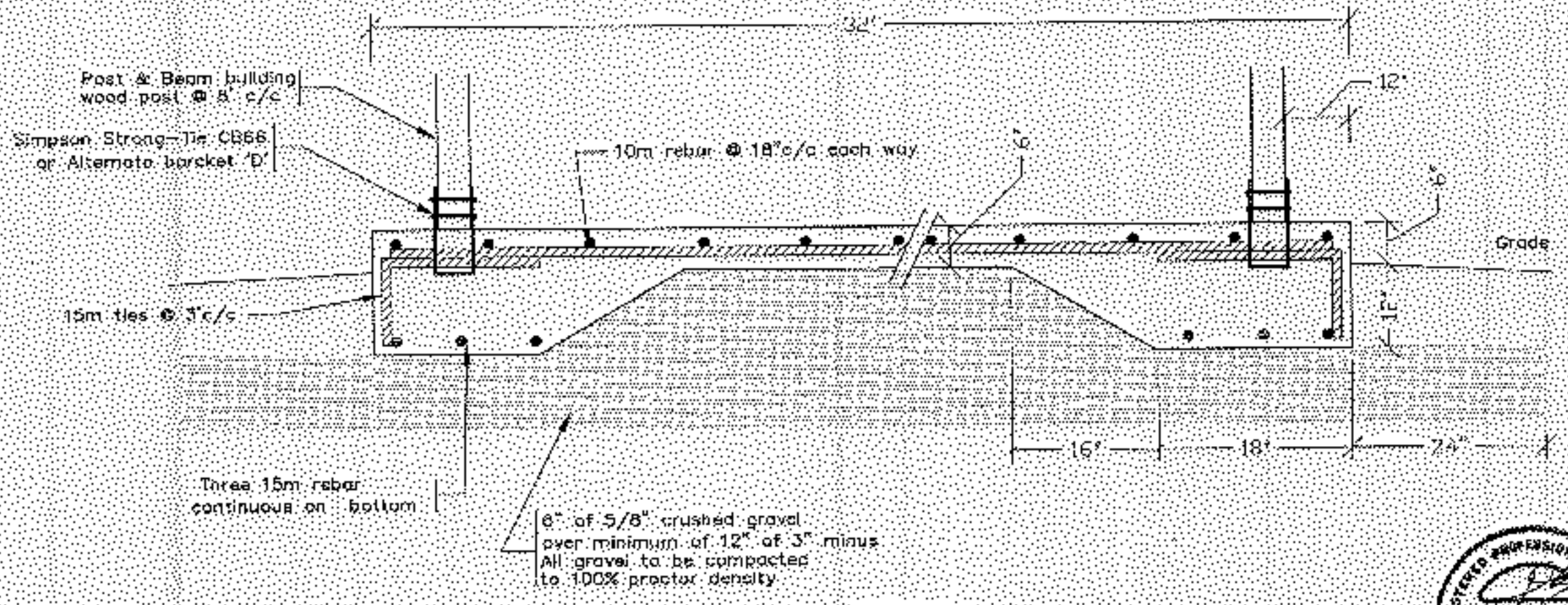
PLAN VIEW OF STRUCTURAL SLAB FOR SUN SHELTER
Scale: 1/4"=1'

- Notes
- 1) Ensure minimum soil bearing capacity of 3000 pounds per square foot.
 - 2) Concrete to be 32MPa at 28 days and have minimum 5-7% entrained air.
 - 3) Reinforcing steel to be grade 50 steel.
 - 4) All granular base to be compacted to 100% proctor density.
 - 5) Concrete slab on grade to be saw-cut within 1 day of pouring to maximum size of 8' ft x 8' ft sections. Fill saw-cut with horizontal sealant.
 - 6) All work to be done in accordance with latest edition of the ONTARIO BUILDING CODE.

| ROOF TRUSS | |
|---|-----------------------|
| GROUND SNOW | = 35.5 x 0 = 28.4 psf |
| RAIN LOAD | = 8.4 psf |
| DEAD LOAD | = 15 psf |
| TOTAL | = 51.8 psf |
| IMPORTANCE FACTOR IS HIGH 1.15 | |
| ALL TRUSSES TO BE SECURED TO BEAMS WITH HOLD-DOWN CLIPS | |



ROOF BRACING ON TOP OF TRUSSES
Scale: 1/8"=1'

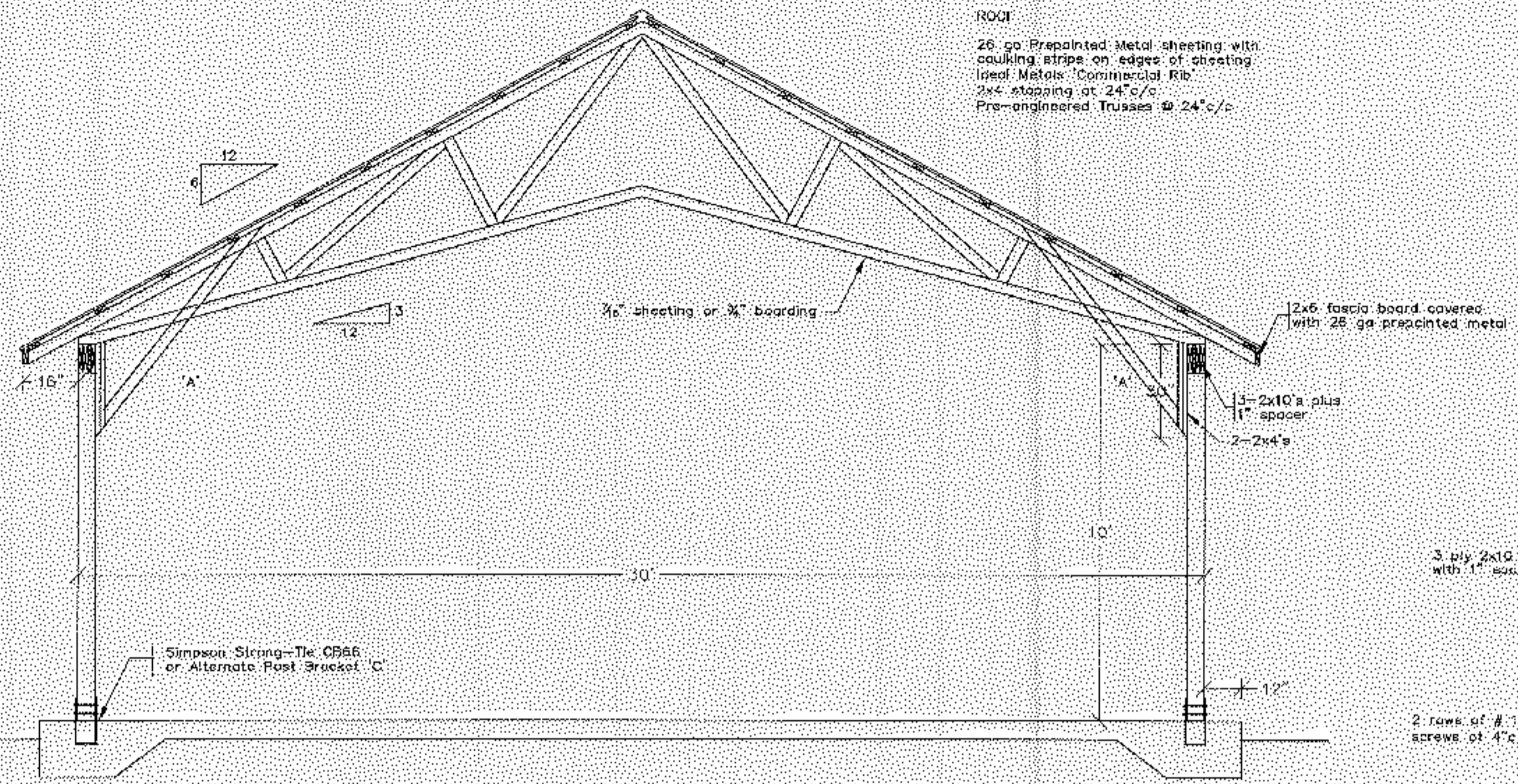


SECTION 1-1



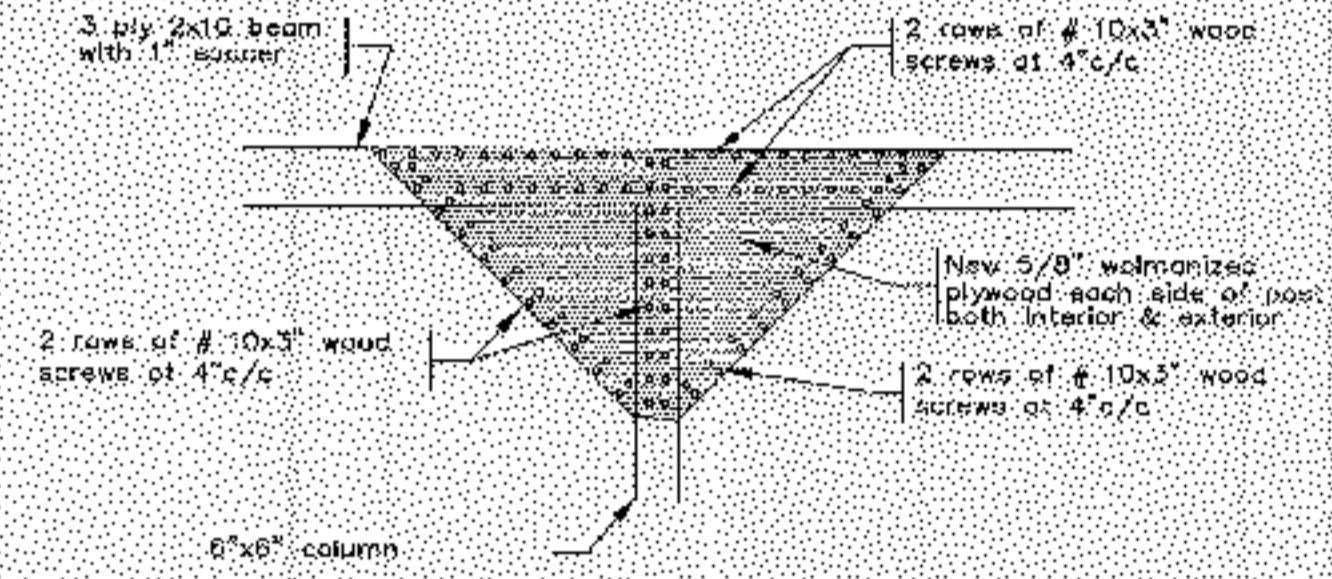
| | | |
|---|---|--|
| <p>BAXTER ENGINEERING 358 Pinnacle Street Suite D Belleville K8N 3B4</p> | <p>513 946 1155 Fax: 513 946 7178</p> | <p>HASTINGS & PRINCE EDWARD DISTRICT SCHOOL BOARD</p> |
| | <p>32'x48' SUN SHELTER FRANK OUTDOOR EDUCATION CENTRE THRASHER ROAD BELLEVILLE, ONTARIO</p> | <p>PROJECT NO: B10-8072 ACAD: NTS DATE: January 2010 DESIGNER: D. Baxter</p> |

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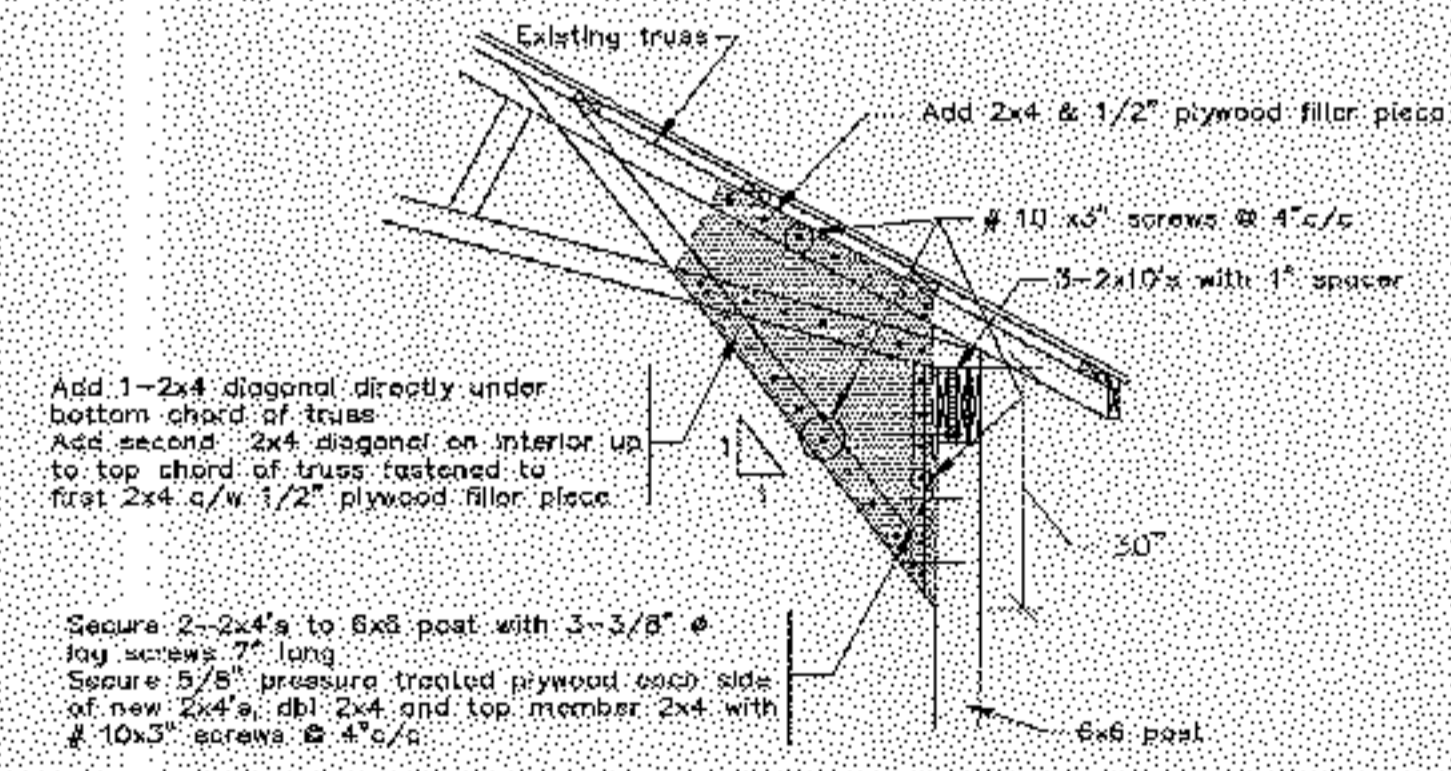
TYPICAL SECTION THROUGH SUN SHELTER

Scale 3/8"=1'



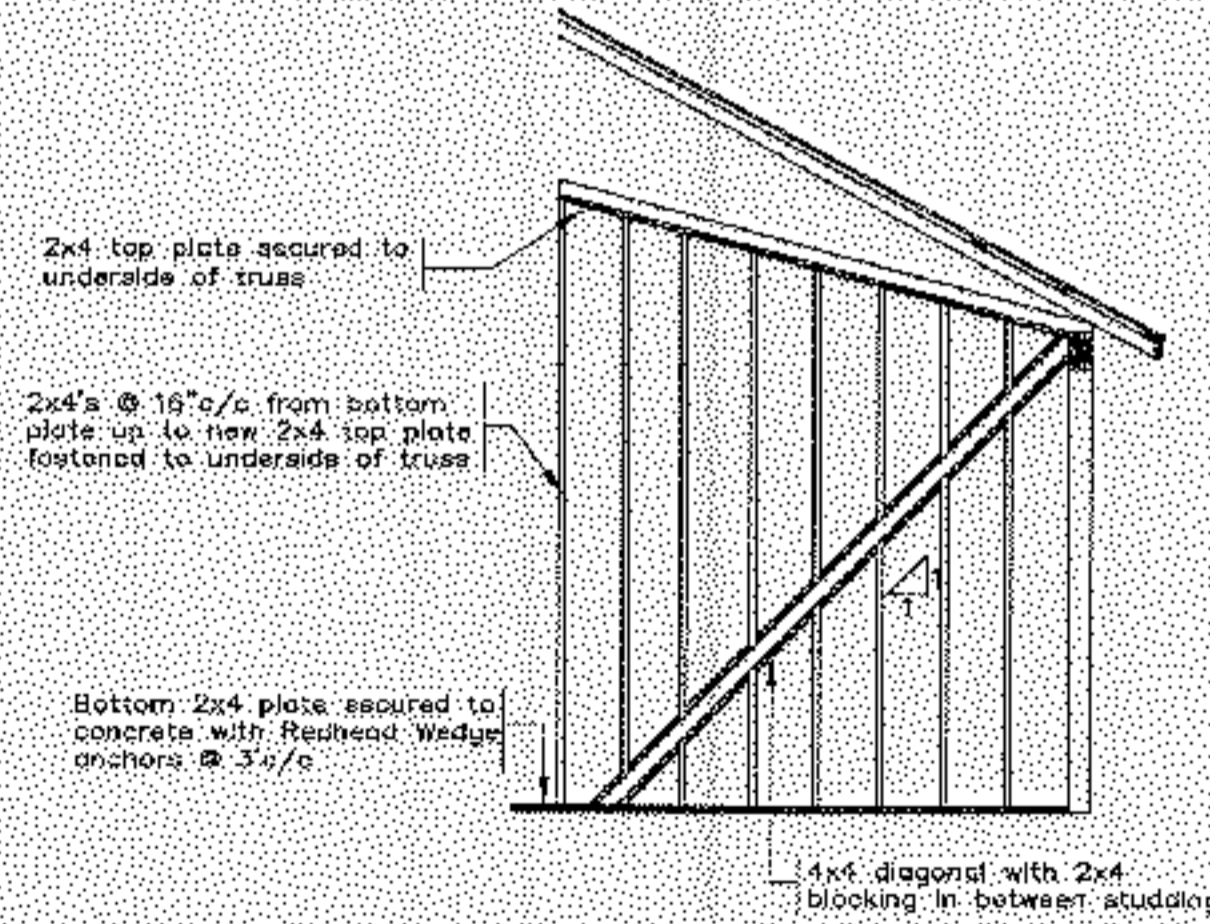
SECTION 2-2 SHOWING PLYWOOD BRACING FOR ALL KNEE BRACING DETAIL 'B'

Scale 1/2"=1'



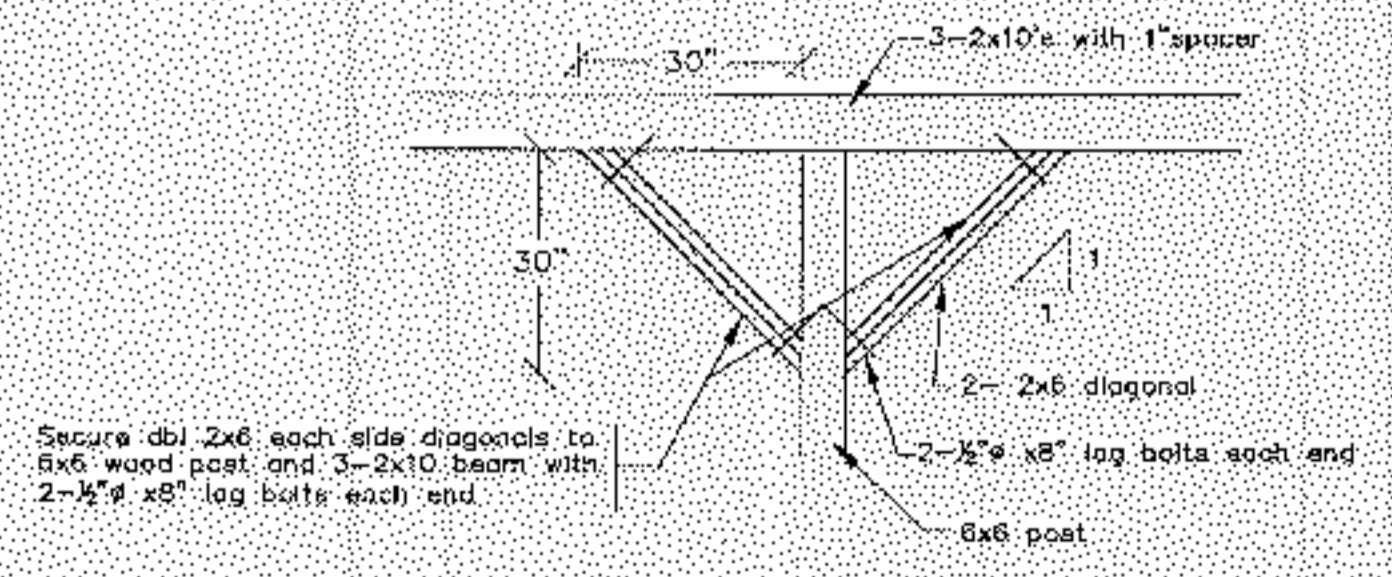
SECTION 1-1 SHOWING BRACING IN THE NORTH/SOUTH DIRECTION DETAIL 'A'

Scale 1/2"=1'



BRACING ELEVATION 'B'

Scale 1/4"=1'



SECTION 2-2 SHOWING STRUCTURAL BRACING FOR ALL KNEE BRACING DETAIL 'B'

Scale 1/2"=1'



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