

PART 3 - RFP SPECIFICATIONS
SCHEDULE 3-A-1
SCOPE OF WORK

1. Introduction

ONTC is seeking proposals from qualified contractors to deliver the required services as indicated in the RFP document to complete the interior building upgrades at the Englehart Station Building, located at 1 Railway Street, Englehart, Ontario (Package 1) and the Cochrane Station located at 200 Railway Street, Cochrane, Ontario (Package 2).

2. Background

Constructed in 1988, the Englehart Station Building currently consists of offices, storage, meeting room, hallway and corridors, passengers waiting area and changing rooms. It is a two-storey structure with a basement. The building's northern side is where the train platform is located, and the trains are in operation.

The Cochrane Station was originally constructed in 1910, but over the years, major renovations and additions have taken place. The latest major renovation was completed in 2009. The building consists of a restaurant, offices, storage, meeting room, hallway and corridors, passengers waiting area, and hotel with (23) rooms located on the second floor. The buildings South side is where the train platform is located, and the trains are in operation.

With the Northlander passenger train service returning, ONTC is upgrading the Englehart & Cochrane Stations to comply with the accessibility requirements identified in the AODA Act and Building Codes.

Site locations shall be the following reinstated station locations within the Province of Ontario:

- 1) Package 1: Englehart.
- 2) Package 2: Cochrane.

The Englehart project site is located at the coordinates below:

GPS Coordinates: [47.82659403086642, -79.87295574354509](#)



Figure 1 Site Map: Englehart Station

The Cochrane project site is located at the coordinates below:

GPS Coordinates: GPS Coordinate: [49.060304465450855, -81.02326267416991](#)



Figure 2 Site Map: Cochrane Station

3. Summary of Project Requirements:

The following list of items is to be used as a guideline only and may not include all the items to complete the work.

3.1 Englehart

- Construct the new bathroom layout (consisting of two unisex washrooms and one universal washroom)
- New floor, wall, and ceiling finishes
- Installation of new interior doors
- New Plumbing fixtures and piping
- New Furniture for waiting room
- New Ticket Counter
- New interior light fixtures
- Install TVs and scales provided by ONTC.
- Purchase and install furniture following ONTC specifications. See Schedule 3-A-2.
- Reinstallation of existing public address (PA) systems. If the PA system is no longer functioning, ONTC to provide and purchase the new PA system.
- Reinstallation of the existing camera(s). All existing cameras are to be reused.

3.2 Cochrane

- Construct the new bathroom layout (consisting of two unisex washrooms and one universal washroom)
- New floor, wall, and ceiling finishes
- Installation of new interior doors
- New Plumbing fixtures and piping
- New Furniture for waiting room
- New Station Ticketing Counter
- New Hotel Services Counter
- New interior light fixtures
- Install TVs and scales provided by ONTC.
- Purchase and install furniture following ONTC specifications. See Schedule 3-A-2.
- Reinstallation of existing public address (PA) systems. If the PA system is no longer functioning, ONTC to provide and purchase the new PA system.
- Reinstallation of the existing camera(s). All existing cameras are to be reused.
- Reinstallation of existing "house phone". Existing phone to be used.

ONTC plans on shutting down the lobby area for the Cochrane Station during the construction phase. Contractor is responsible for providing temporary space for ONTC to run its operations (hotel service desk and train ticketing desk). The space shall be heated, air-conditioned and provide a waiting area for passengers, three workstations, 4 washrooms and shall be accessible (ramp). Connection to services: hydro, gas, sewer, water, and IT communications shall be the contractor's responsibility. Exterior signage will be provided by ONTC.

Construction activities shall only start once the new temporary space is readily available to be used by ONTC.

The work to be completed is detailed under Schedule 3-A-2 – Technical Specifications.

4. General Responsibilities:

1. The Contractor is expected to provide construction turnkey activities for this project, resulting in a finished, fully functional, usable facility that satisfies all project requirements and contract terms.
2. Building and zoning permits are not required. Any other required permits will be the Contractor's responsibility.
3. Coordination with utility providers, Municipalities, Authorities Having Jurisdiction (AHJ) and Fire Department is the contractor's responsibility.
4. Note any deviation(s) must be first agreed to and approved by ONTC.

5. Qualifications and Quality Requirements:

1. The Plan should describe in detail proposed quality control practices that identify times of Work which will be subject to controls, and list particular checks and tests that are to be performed for each item of work, indicate frequency of checks or tests, milestones at which they are to be carried out, and provide for reports on results of these activities, with reports submitted to The ONTC.
2. **The Contractor shall appoint and pay for services of Testing Agents & Laboratories.**
3. Materials and assemblies installed in the work shall be inspected and found to be in compliance with industry standards and the Design specifications prior to acceptance of the work. Items found not to be in compliance shall be removed or corrective measures taken, to ensure compliance with standards.

6. Schedule of services:

1. Englehart: Construction activities shall commence on September 15, 2025, and be completed by December 15, 2025.
2. Cochrane: Construction activities shall commence on August 25, 2025, and be completed by December 15, 2025.

7. Pricing:

1. Respondents may submit proposals for Package 1, Package 2, or both Packages.
2. Respondents who submit a proposal for both Packages are not guaranteed to be awarded both Package 1 & 2, inclusive. ONTC will award Package 1 & 2 separately based on the outcome of the evaluation of each Package.

Respondents shall ensure that their Proposal adheres to the details contained in the RFP at Schedule 3-A-1 to Schedule 3-A-5, inclusive.