



July 20, 2016

Dear Sir or Madam:

**Re: ADCS Gutter Cleaning and Modification Project 2016**

Please accept the enclosed invitation to submit a quote. Kindly note this RFQ will be posted on the Alberta Purchasing Connection website and the Northland School Division No. 61 site. Due to time constraints please email or courier quote documents to Trudy Rasmuson, Secretary Treasurer **by 2:00PM August 2, 2016**. Mailing address and email listed below.

For more information regarding the attached specifications, please contact:  
Wayne Turpin, Construction Project Foreman: 780-618-6736 or [wayne.turpin@nsd61.ca](mailto:wayne.turpin@nsd61.ca)

Please note: **Faxed proposals will not be accepted.**  
**Quotes received after this date and time will not be accepted.**

Trudy Rasmuson, Secretary Treasurer  
P.O. Bag 1400  
9809-77 Avenue  
Peace River, Alberta T8S 1V2

[Trudy.Rasmuson@nsd61.ca](mailto:Trudy.Rasmuson@nsd61.ca)  
Ph. 780-624-2060

Sincerely,

Patty Johnson  
Purchasing



## **ADCS Gutter Cleaning and Modification Project 2016**

### **Scope of work:**

Location: Athabasca Delta School  
Fort Chipewyan

The work will include cleaning all gutters and downspouts in relation to the school paying particular note to ensure there are no blockages and water runs freely. There are areas where there is vegetation growth started and after cleaning if there are any area where there has been damage to the fascia or roofline - it is to be documented and brought to the attention of the onsite Northlands representative.

If machinery is used to aid in reaching the gutters and downspouts in various areas of the school care will be taken to ensure it is operated safely, taking care to guard against damage to the school and it is operated by qualified personnel.

All gutters will be checked and verified that they are running into channels and downspouts as designed and not causing water to be flowing on outside cladding. Upper level gutters and downspouts will be modified to ensure that the water is directed in the less distance possible to the lower level gutters.

All downspouts will be modified and be of sturdy construction to ensure that water is taken away from the foundation of the building for at least 3 feet where applicable or directed away from the foundation on splash pads that are sloped away from the building. Such modifications may be attached to the building in a rigid manner so as to withstand the pressures of a school environment. (Approximately 35 downspouts) Splash pads can be cement or rigid plastic/poly except that in the case of rigid plastic it must be of robust design, and it must be securely fastened to the building or ground to ensure it does not move and lose its purpose. Existing downspouts in good repair can be reused where possible. Any downspouts that are deemed to be a possible trip hazard are to be identified with appropriate markings denoting a possible trip hazard.



There is a separate contract repairing walkways to the Computer Lab and Community Liaison entrance to the school, and some of this work is required to be completed before final work can be completed on the downspouts in this area, but all the other work is to be substantively completed by August 20, 2016.

It is also a condition of the contract that a photo log be kept of the progress of the job, with before and after pictures submitted with final invoice, but available throughout the project to a Northlands employee for viewing. Pictures taken should be of sufficient quantity to demonstrate the various major steps in the contract. Bidders will also include their regular hourly labor rate should there be additional work required not envisaged at the time of bidding and not included in this scope of work.

Potential bidders should be aware and be compliant with all applicable building codes, rules and regulations regarding safety, protection of the environment and be in good standing with the Workers Compensation requirements. Please include your WCB certificate with your bid.

Please direct all inquiries to Wayne Turpin, Construction Project Foreman @ 780-618-6736 or via email to: [Wayne.Turpin@nsd61.ca](mailto:Wayne.Turpin@nsd61.ca)

Email or courier submissions quoting **"ADCS Gutter Cleaning and Modification Project 2016"** to:

**Trudy Rasmusen, Secretary Treasurer**  
**Northland School Division No. 61**  
**P.O. Bag 1400**  
**9809-77 Avenue**  
**Peace River, Alberta T8S 1V2**  
[Trudy.Rasmuson@nsd61.ca](mailto:Trudy.Rasmuson@nsd61.ca)

Submission must be received **by 2:00 pm August 2, 2016**. Any quotes received after this time will not be considered.