

Request for Quotation (RFQ)

RFQ – Building Entrance & Accessibility Upgrade

Rural Municipality of Pipestone	
RFQ No.:	RFQ 2026-06
Date of Issue:	October 2, 2026
Closing Date:	November 2, 2026

1. Introduction

The Rural Municipality of Pipestone is requesting quotations from qualified contractors for accessibility and entrance improvements at the former Anglican Church building located at 240 Fourth Street, Reston, Manitoba. The existing church building will be renovated and modified to accommodate a new retail use.

The successful contractor will be responsible for supplying all labour, materials, equipment, supervision, permits where applicable, and incidentals required to complete the project.

The purpose of the project is to improve the accessibility, safety, and functionality of the building entrances.

2. Scope of Work

The work generally includes, but is not limited to:

- Removal and disposal of the existing entrance ramp and landings, where required.
- Construction and installation of a new accessible entrance ramp and landings.
- Supply and installation of appropriate handrails, railings, and guards.
- Ensuring ramp slope, landings, handrails, and related components meet applicable Manitoba accessibility and building code.
- Removal and replacement of the front exterior entrance door.
- Removal and replacement of the rear exterior entrance door.
- Supply and installation of panic hardware where required.
- Supply and installation of an automatic door opener at the front entrance.
- Supply and installation of accessibility push-button controls.
- Supply and installation of interior exit lights and emergency lights.
- Required framing, blocking, trim, finishing, weatherproofing, sealants, and associated repairs.
- Protection of the existing building and surrounding property during construction.
- Cleanup and disposal of construction waste.
- Coordination with the RM of Pipestone throughout construction.

The successful contractor shall review the existing site conditions and include all work reasonably necessary to provide a complete and operational installation.

The contractor is responsible for confirming all measurements prior to submitting a quotation.

3. Site Review

Contractors are strongly encouraged to attend the site prior to submitting a quotation.

The contractor shall be responsible for reviewing:

- Existing ramp and landing conditions.
- Existing door openings.
- Site elevations and access.
- Required dimensions.
- Existing framing and finishes.
- Any conditions that may affect the proposed work.

Any measurements provided by the Municipality are for reference only and must be verified by the contractor. A site visit may be arranged by contacting the RM of Pipestone.

4. Deliverables and Timelines

Deliverable	Deadline
Project Commencement	November 20, 2026
Project Completion	February 5, 2026_____

These dates are estimated and may be adjusted by the Municipality.

The contractor shall identify their anticipated start date and estimated construction duration in their quotation.

5. Permits, Building Code and Accessibility Requirements

All work shall comply with applicable:

- Manitoba Building Code requirements.
- Accessibility requirements.
- Fire and life-safety requirements.
- Electrical requirements.
- Workplace Safety and Health legislation.
- Municipal requirements.
- Required permits and inspections.

The contractor shall be responsible for identifying any permits or inspections required to complete the work.

The scope of work provided by the Municipality should not be interpreted as confirmation that all building, accessibility, fire, or life-safety requirements have been identified. The original Council report similarly noted that additional requirements could exist beyond the entrance improvements identified.

If additional work or unforeseen conditions are identified, the contractor shall notify the Municipality prior to proceeding.

No additional work resulting in an increase to the quoted price shall proceed without prior written authorization from the Rural Municipality of Pipestone.

6. Contractor Responsibilities

The successful contractor shall:

- Supply all labour, materials, tools, and equipment required to complete the project.
 - Confirm all measurements and site conditions.
 - Protect the existing building and adjacent property.
 - Maintain a safe work site at all times.
 - Comply with Manitoba Workplace Safety and Health legislation.
 - Carry appropriate liability insurance.
 - Maintain Workers Compensation coverage.
 - Add the Rural Municipality of Pipestone as an additional insured if requested by the Municipality.
 - Coordinate deliveries and construction activities with the RM of Pipestone.
 - Obtain required permits and arrange required inspections.
 - Maintain the work area in a clean and orderly manner.
 - Remove all construction debris upon completion.
 - Complete the project within the agreed construction schedule.
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7. Evaluation Criteria

Quotations may be evaluated based on the following criteria:

Evaluation Criteria	Points
Total Price	50
Contractor Experience	25
Ability to Meet Project Schedule	15
Local Supplier	10
Total	100

The Municipality is not bound to accept the lowest-priced quotation or any quotation submitted.

Quotations will be evaluated based on the criteria outlined in this document to achieve the best overall value for the taxpayers of the Municipality.

Where two or more compliant quotations are evaluated as equal in terms of price, suitability, experience, and delivery, the Municipality reserves the right to grant preference to a local supplier.

For the purposes of this RFQ, a local supplier may be considered a business that pays municipal property or business taxes to the RM of Pipestone and maintains a physical operating location within the geographical boundaries of the Municipality.

8. Quotation Requirements

Contractors shall provide:

- Company name and contact information.
 - Lump sum price, excluding GST.
 - GST shown separately.
 - List **labour costs and material costs separately**
 - Proposed construction schedule.
 - Proposed start date.
 - Estimated completion date.
 - Description of proposed materials.
 - List of any exclusions.
 - List of subcontractors, if applicable.
 - Warranty information.
 - Proof of insurance.
 - WCB clearance.
 - Any assumptions or optional items included in the quotation.
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9. Reservation of Rights

The RM of Pipestone reserves the right to:

- Accept or reject any or all quotations.
- Waive informalities or irregularities.
- Request clarification of quotations.
- Request additional information from a contractor.
- Cancel or reissue the RFQ at any time.
- Award the contract in whole or in part where deemed to be in the Municipality's best interest.
- Negotiate minor changes to the scope of work with the successful contractor.

The Municipality is not bound to accept the lowest-priced quotation or any quotation submitted.

10. Submission Instructions

Closing Date and Time:

November 2, 2026, at 4:00 p.m. Central Time

Electronic or sealed hard-copy quotations shall be delivered to:

Rural Municipality of Pipestone

Box 99
Reston, MB
R0M 1X0

Attention: Tara Maxwell

Email: tara@rmofpipestone.com

Subject Line:

“RFQ –2026-06 – Building Entrance & Accessibility Upgrade”

Late submissions will not be accepted.

11. Contact for Inquiries

All inquiries shall be directed to:

Rural Municipality of Pipestone
PO Box 99
Reston, MB R0M 1X0

Contact: Tara Maxwell
Email: tara@rmofpipestone.com
Phone: 204-851-1280

Questions will be accepted until October 23, 2026.

12. Quote Validity

Quotations must remain valid for a minimum of **90 days** following the closing date.

13. Acceptance of Terms

Submission of a quotation indicates that the contractor has read and fully understands the terms, conditions, and requirements of this RFQ.

The successful contractor shall not commence work until formal authorization has been provided by the Rural Municipality of Pipestone.

Award of the work remains subject to approval by the Municipality.

14. Pricing Form

Description	Amount
Lump Sum Construction Price	\$ _____
GST	\$ _____
RST, if applicable	\$ _____
Total Quotation Price	\$ _____

Company: _____

Contact Person: _____

Phone: _____

Email: _____

Proposed Start Date: _____

Estimated Completion Date: _____

Authorized Signature: _____

Date: _____