

Request for Proposals (RFP)

For the Construction of Cromer Rink Shed

Rural Municipality of Pipestone	
RFQ No.:	RFP 2026-05
Date of Issue:	July 17, 2026
Closing Date:	July 31, 2026, at 4:00 p.m. Central Time

1. Introduction

The Rural Municipality of Pipestone is requesting submissions from qualified contractors for the construction of a new equipment storage garage attached to the Cromer Rink in accordance with the sealed construction drawings prepared by the project designer. The successful contractor will be responsible for supplying all labour, materials, equipment, supervision, permits (where applicable), and incidentals required to complete the project.

Construction shall be completed in accordance with the attached sealed construction drawings.

We anticipate this project being under the \$200,000 CAD threshold, and accordingly the terms and conditions of the *New West Trade Partnership Agreement* do not apply.

2. Scope of Work

The work generally includes, ***but is not limited to:***

- Construction of a new attached equipment storage garage.
- Supply and installation of all materials shown on the drawings.
- Concrete foundation and slab.
- Wood framing.
- Exterior finishes.
- Roofing.
- Insulation and vapour barrier.
- Interior gypsum board and required fire separation.
- Supply and installation of overhead and “man” doors.

- Flashing, trims and sealants.
- Cleanup and disposal of construction waste.
- Coordination with the RM throughout construction.
- Supply and install of 120/240-volt electrical service with a 100-amp sub panel.
- Supply and installation of ventilation that meets minimum requirements of ***Manitoba Building Code***.

The successful contractor shall review the drawings in their entirety and include all work necessary for a complete and operational project, whether specifically listed above or reasonably inferred from the drawings.

3. Deliverables and Timelines¹

Deliverable	Deadline
Project Commencement	August 7
Project completion	November 30

1. Note that these are estimated dates and the actual start date may change.

4. Drawings

The following sealed drawing package forms part of this RFP:

- New Garage to Cromer Rink – Sealed Construction Drawings (July 9, 2026)

Contractors are responsible for reviewing all drawings prior to submitting a proposal.

5. Contractor Responsibilities

The successful contractor shall:

- Enter into a construction agreement with the RM of Pipestone for the project
 - Supply all labour, materials, tools and equipment.
 - Protect existing building and adjacent property.
 - Act as the “***Prime Contractor***” for the duration of the project.
 - Maintain a safe work site at all times.
 - Comply with Manitoba Workplace Safety and Health legislation.
 - Carry appropriate Commercial Liability insurance in the amount of \$2.0 Million per incident, and Workers Compensation coverage.
 - Insurance – the successful contractor is required to add the Municipality as an “additional insured” with the insurance endorsement provided at that time.
 - Coordinate deliveries and construction with the RM of Pipestone.
 - Leave the site clean upon completion.
 - **Complete construction by November 30, 2026**
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6. Evaluation Criteria

Total Price	50
Contractor experience	30
Ability to meet the project schedule	10
Local	10
Total	100

Important:

1. Where two or more compliant proposals are evaluated as equal in terms of price, suitability, experience, and delivery, the Municipality reserves the right to grant preference and award the contract to a local supplier
2. The Municipality is not bound to accept the lowest-priced proposal or any proposal submitted. Proposals will be evaluated based on the criteria outlined in this document to achieve the best overall value for the taxpayers of the municipality.
3. For the purposes of this RFP, a **“local supplier”** is defined as a business entity that holds a valid business license issued by the municipality, pays municipal property or business taxes to the municipality, and maintains a physical, operating office within the geographical boundaries of the Municipality. An operating office may be a home office.

7. Proposal Requirements

Contractors shall provide:

- Company name and contact information.
 - Lump sum price (excluding GST).
 - GST shown separately.
 - Proposed construction schedule.
 - List of any exclusions.
 - List of subcontractors (if applicable).
 - Proof of insurance – Certificate of Insurance.
 - WCB Registration & Coverage
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8. Reservation of Rights

The RM of Pipestone reserves the right to:

- Accept or reject any or all proposals.
- Waive informalities or irregularities.
- Request clarification of proposals.
- Cancel or reissue the RFP at any time.
- Award the contract in whole or in part if deemed in the Municipality's best interest.
- The Municipality is not bound to accept the lowest – priced proposal or any proposal submitted. Proposals 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 proposals are evaluated s equal in terms of price, suitability, experience, and delivery, the Municipality reserves the right to grant preference and award the contract to a local supplier

9. Submission Instructions

Closing Date and Time: July 31, 2026

Submission: Electronic or sealed hard copy submissions shall be delivered to:

Rural Municipality of Pipestone

Attention: **Tara Maxwell**, Recreation and Facility Manager

Box 99

Reston, MB R0M 1X0

Email: tara@rmofpipestone.com

Subject Line: “RFP — Cromer Rink Shed”

Late submissions will not be accepted.

10. Contact for Inquiries

All inquiries shall be directed in writing to:

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

Email: tara@rmofpipestone.com

Phone: 204. 851. 1280

Questions will be accepted until 4:00 pm July 27, 2026

11. Proposals Validity

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

12. Acceptance of Terms

Submission of a proposal indicates that the Proponent has read and fully understands the terms, conditions, and requirements of this RFP.

13. Pricing Form

Description	Amount
Lump Sum Construction Price	\$
GST	\$
Contingency	\$
Total Tender Price	\$

Company: _____

Contact Person: _____

Phone: _____

Email: _____

Authorized Signature: _____

Date: _____

—END—