

APPENDIX C – STATEMENT OF WORK

1.0 PROJECT DESCRIPTION AND BACKGROUND

The Corporation of the City of Mississauga is looking to procure Construction services for three (3) Comfort Stations at two (2) City of Mississauga Parks:

1- Jack Darling Memorial Park (1180 Lakeshore Road West, Mississauga).

- A- West Comfort Station (Built in 1973).
- B- Demolition of an existing washroom building and construction of a new comfort station building in the same approximate location.
- C- Construction for this site may commence as soon as possible, as the existing washroom is closed for the winter season.
- D- East Comfort Station (Built in 1993).
- E- Minor lifecycle and accessibility renovation Work on the existing washroom.
Construction for this site must occur during the park's off-season, between December 31, 2025 (after seasonal closure) and April 15, 2026, to ensure the facility is operational before reopening.

2- Huron Park (830 Paisley Blvd W, Mississauga).

Construction of a new comfort station building.

All trenching and site service Work that interferes with pedestrian paths around the soccer fields must be completed by end of April 2026 to avoid disruption when the fields reopen in early May 2026.

Any trenching or Work affecting the paths west of the community centre must take place only during July and August, when school activity in the area is minimal.

2.0 PROJECT GOAL AND SCOPE

For successful completion of the Project, the following requirements must be met:

- Jack Darling Memorial Park:
 - Demolition of an existing washroom building (West Comfort Station) and construction of a new comfort station building in the same approximate location.
Work may commence as soon as possible, during the park's off-season.

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- Lifecycle and accessibility renovation of an existing washroom building (East Comfort Station).
 - Work must occur between December 31, 2025, and April 15, 2026.
- Huron Park:
 - Construction of a new comfort station building.
 - All trenching and path disruption Work near the soccer fields must be completed by end of April.
 - Any Work affecting the paths west of the community centre must be restricted to July and August.
- Provision and Construction of all site services required for an operational comfort station as per the tender drawings and specifications.
- Complete the Project within the established timeline to ensure minimal disruption to the public and to the parks' patrons.

Please refer to tender drawings and specifications for additional details.

3.0 PROJECT ORGANIZATION

The City has assigned a Project Manager to the Project who will provide overall coordination and Project management throughout the Project. The Contractor will report directly to the City Project Manager throughout all phases of the Project.

City employees who are stakeholders in this Project and staff with pertinent technical expertise will be involved in providing input and comments at different stages of the Project through coordination by the City Project Manager.

The Contractor shall take direction from the City Project Manager only, and not from anyone else without the City Project Manager's prior knowledge and consent.

Bi-Weekly Project management construction meetings shall be held with the City Project Manager and Contractor. These meetings are to be chaired by the Contractor, with meeting agendas, and meeting minutes provided. The Contractor will be responsible to track all RFIs, cash allowance, change orders, shop drawings, and other construction deliverables, against a Project schedule that is to be updated on bi-weekly basis.

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Bi-weekly construction reports shall be provided by the Contractor, which provide general Project updates, construction progress photos, schedule updates, and action items, as discussed during the bi-weekly Project management construction meetings.

Monthly status report to be provided along with the look-ahead schedule of the following month.

Construction services shall be provided as one coordinated and integrated service led by the Contractor. The Contractor shall coordinate with the Consultant where necessary when performing the construction services. Coordination with the City and stakeholders shall be through the Project Manager.

The Contractor shall coordinate all Works in an efficient, effective and safe manner and ensure there are no interruptions of City operations. Coordinate sequential construction, completion and turnover of areas as per Project Schedule.

4.0 WORKING HOURS

Work is to take place during regular hours, 7:00am to 5:00pm. Any Work that requires services shutdown shall be performed after-hours. The Contractor will be expected to Work on weekends, as required, to meet the Project schedule.

5.0 SITE LOGISTICS

The Contractor shall provide, as required, general cleaning, housekeeping, secured premises, and a professionally kept construction site, during Project duration. Before leaving for the day/night, the site it to be cleaned.

Contractor to ensure garbage is removed daily off-site.

6.0 PROJECT SCHEDULE

The proposed Project start date is immediately upon award of Contract. Completion dates for major Project deliverables are provided below and must be considered by the bidders.

Award Contractor	December 2025
Construction Kick-off Meeting	January 2026
Site Mobilization	January 2026

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Substantial Performance	October 30, 2026
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7.0 SUSTAINABILITY CONSIDERATIONS

a. Social Value Plan

As part of the performance of the Contract, a desired outcome is to increase employment opportunities for equity-deserving communities. The Contractor is required to follow a Social Value Plan, submitted at time of award to demonstrate how (# of hours, % committed) they will include considerations regarding social value through this Project.

Equity-deserving communities include Indigenous people, women, racial minorities/racialized people, persons with disabilities, newcomers, and 2SLGBTQ+ community.

A Diverse Supplier is a business that is majority owned/controlled (at least 51%) by an equity-deserving community.

b. Climate Change Plan

In the delivery of this Contract, the Contractor is required to follow a Climate Change Plan, submitted at the time of award, which will demonstrate strategies to reduce net embodied carbon during design and preconstruction phases in alignment with City of Mississauga climate mitigation commitment.

c. Indigenous Reconciliation Plan

The City of Mississauga is committed to Reconciliation with the Indigenous Peoples who have Treaty and traditional territory within the lands which make up the present-day City. As part of the performance of this Contract, a desired outcome is to increase economic and cultural opportunities of the City's Indigenous partners through this Project. In the delivery of this Contract, the Supplier is required to follow a Indigenous Reconciliation plan, submitted at time of award.