



STATEMENT OF WORK

December 2023

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1 - Objectives

Parks Canada Agency (PCA) is seeking a contractor to break up existing already crushed gravel at an existing pit, load, deliver and stockpile the gravel at Nahanni Butte, in the Dehcho Region of the Northwest Territories, Canada.

This contract will include all associated work including, but not limited to, breaking up, loading, delivery and stockpiling of Gravel from the designated pit and delivery site indicated below.

2 - Background

Site Location is Nahanni Butte, a remote community (population 100) with summer barge and winter ice bridge accessibility only. The community has some accommodations and services capacities.

Gravel to be used for consolidation of sub-base of an existing lot for future development.

Parks Canada has chosen to proceed with this operation during winter seasons and availability of **ice bridge crossing** for Feb 2024 (or as weight restrictions allow), pending weather conditions. Max capacity of the Ice Crossing is generally 40,000 lbs. Contractor must verify all winter road capacities and restrictions during the delivery of this Project.

3 - Summary of Work

The Contractor will:

- Mobilize to the designated pick-up site with the required equipment to break up and load aggregate from a pre-crushed pile at the GNWT Highways pit at **KM 146** on the **Liard Highway** - see **Appendix "A"**
- Deliver 300M3 – (20mm size) of aggregate to the designated lot adjacent to Lot 17, Plan 4522 within the municipal boundaries of Nahanni Butte, NT. A map of the delivery point has been provided as **Appendix "A"**
- Review delivery route options and limitations including schedule, transport size and weight limits. Schedule delivery accordingly to ensure all stages are completed safely and on time. Confirm what permits may be required and apply and pay for those permits.
- Gather and review available information, confirming existing conditions, constraints, and opportunities for this site.
- Attend project kickoff meeting (Virtual) with the PCA team after Contract Award and attend daily onsite meetings while hauling material.
- Apply for a business license to work in the village of Nahanni Butte (If applicable).
- Maintain a secure and clean site throughout the project and provide a final clean at the end of the project.
- Obtaining all required permits and authorizations from the GNWT Department of Highways and follow standards for haulage.



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- Obtain all required permits for this work from all governmental authorities and the Municipality of Nahanni Butte.
- Ensure that daily communications on contract delivery are made to the PCA Project Authority and the Community. Number of loads being transported that day and any relevant information that may need to be conveyed.
- Within Nahanni Butte the speed limit for large haul trucks and equipment is 20KM/Hour.
- The contractor will ensure that its work is as non disruptive as possible and will not deliver loads of aggregate after 7PM.
- Minimize the height of the stockpile to 20 feet high where possible based on available space.



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4 - Detailed Scope of Work & Deliverables

Required Services:

Extraction/Breakdown existing stockpile at Gravel pit :

- Provide progress photos and updates at regular, agreed upon intervals.

Transportation to site:

The contractor is responsible for the safe and timely delivery, as well as everything necessary of final completion of the project including equipment, material, and labour.

Confirm what equipment may be available for rent and use within the community and what will need to be brought to site.

There is no permanent road to Nahanni Butte, the only access is by water, or winter road crossing. PCA expects that the winter road is the option that is most cost effective.

Contractor will review available options for delivery to Nahanni Butte including weight and size limits, route opening/closing dates, and permits that may be required.

- It is the responsibility of the contractor to confirm availability of chosen delivery route, and to monitor for potential closures and changes to limits.
- Determine best dates, time, and route to deliver all materials and equipment that may be required to complete this project.
- Gather all necessary information about the winter road to ensure safe and timely delivery of all required materials, modules, and equipment. Information may include winter road open/closing dates, winter road safety tips, max load requirements and load widths that may be allowed on the winter road, and the expected timeline of maximum load capability. Where possible, PCA may be able to supplement this information using local knowledge.
- Confirm if permits are required for the vehicles and equipment. Apply for all required permits and ensure that permits are approved and received before arriving at the relevant road section or loading point.



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Due to the remoteness of this community, accommodations, equipment, and materials may not be readily available without pre-planning.

- Contractor is responsible for ensuring that all materials and equipment are available within the community or is brought to site & subsequently removed from site once work is complete.
- Confirm availability of accommodations in Nahanni Butte which may be limited during community events and festivals. Book accommodations in advance.
- It is the contractor's responsibility to ensure all required materials, equipment, and labour are on site when required.

Site Works - Stockpile:

Contractor is responsible for stockpiling on the site and maintaining the safety of all employees and the community during the execution of this contract.

- Maintain a clean and tidy site throughout delivery and stockpiling. Safely and securely store all materials, prevent damage/loss.
- Contractor is responsible for the security of the materials, and equipment throughout the project.
- If roads need to be closed as part of the contracts delivery the contractor must notify the PCA Project Authority and the Community.

General Requirements (costs to be included in **Required Services)**

a. Permits

- i. Review all bylaws for this community and ensure that the site plan design meets all requirements.
- ii. Apply for building and development permits in advance to avoid construction delays where applicable.
- iii. Apply and pay for any other permits that may be required.
- iv. Request any inspections that are needed to meet permit requirements.
- v. Correct any deficiencies as noted by inspection authorities, the Design Build team, and PCA.

b. Temporary Utilities & Sanitary

- i. Contractor is responsible for ensuring access to appropriate sanitary facilities, and potable water on-site for all workers involved in this project.



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c. Safety & Housekeeping

- i. Ensure project specific safe work procedures are developed, implemented, and followed through all stages of this work. A safety officer should be assigned to oversee this project from start to finish. Prior to the commencement of work provide a safety plan and schedule for PCA, the Community of Nahanni Butte and the GNWT Department of Highways for review. Flagging personnel should be present at roadways near the stockpile site and where necessary to ensure safety.
- ii. Follow all requirements in Part 2 of the Canada Labour Code.
- iii. Follow all requirements of the Occupational Health and Safety Act, regulation, and code of the Northwest Territories.
- iv. At least one certified First Aider is required to be on site during project execution.
- v. At the end of each workday, the site must be tidied up and made secure. All garbage should be disposed of appropriately as per bylaws (if applicable) and requirements. Security of site, equipment, and material is the responsibility of the contractor until substantial completion.
- vi. Remove all garbage, extra material, and equipment from site upon substantial/final completion.
- vii. Provide a final site clean-up removing all remaining construction materials, equipment, and garbage.

d. Subcontractors and suppliers

- e. Contractor is required to coordinate requirements for all sub-contractors and suppliers required to complete this project.

f. Close out

- i. Provide quantity delivery log.

g. Documentation

Where deliverables and submissions include: reports, specifications, and schedules, one (1) copy shall be provided to the PM in electronic PDF format; original format and hard copies might be required as requested.

Deliverable submissions should be in a format that is accessible to all team members such as PDF. All specifications will follow Government of Canada standards, including title blocks. This information will be provided.



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5 - Legislation, Codes, Standards, and Directives

The Contractor must consider all applicable standards and codes including, but not limited to, the following technical documentation and associated codes. All documentation and codes must be the current federally approved edition:

- Canada National Parks Act and Regulations
- Canadian Environmental Assessment Act
- Canadian Environmental Protection Act
- Occupational Health and Safety Act, Regulation, and Code of Alberta
- Canada Labour Code, Part 2
- Local, Provincial and Municipal Bylaws, Codes, Standards and Regulations accepted as having jurisdiction on the federal land where work is being performed and for which the requirements are more stringent than those named above.
- Metrification: Projects shall be in accordance with Metric Drawings Practice and S.I. units as issued by the Metric Commission of Canada.
- GNWT Department of Infrastructure Standards on Haulage, Highways Safety and Stockpiling.

6 - Project Administration / Responsibilities

The Contractor will:

- Act as the Prime Contractor, coordinating the work of the entire team including any required sub-consultants and sub-contractors.
- Provide rigorous quality assurance reviews during the planning and implementation.
- Prepare a detailed schedule and project execution plan. Provide regular updates on the progress of the work being conducted.
- Attend meetings as required in person or virtually.

7 - Environmental Impact

Parks Canada's mandate is to protect and present nationally significant examples of Canada's natural and cultural heritage, and foster public understanding, appreciation and enjoyment in ways that ensure the ecological and commemorative integrity of these places for present and future generations on behalf of the people of Canada.

This project is not located within National Park, and does not fall under those specific requirements, but care must be taken to minimize impact to the environment during delivery.

8 - Location of Work and Travel

All travel, fuel, lodging, and meals are the responsibility of the contractor.

9 - Schedule

All work must be completed by **March 15th, 2024**.



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10 - Bid Pricing Line Items

Within your bid provide the following line items for review which must be included in the Appendix 1 - Combined Price Form provided in the Invitation to Tender document:

- Mobilization and Demobilization.
- Excavation and break up of materials at KM146.
- Delivery of Aggregate to the Designated Location in Nahanni Butte. Deliver 300M3 (20MM) to Nahanni Butte from Designated Pit to Designated Lot.
- Indicate within the supplied Appendix 3 - Indigenous Participation Plan (IPP) in the Invitation to Tender document what portions of the contract's execution will be completed by employing Indigenous human resources, contract indigenous companies, training indigenous people and procure other indigenous services.

11 - Additional Information

The following information is included with this Statement of Work.

- Appendix 'A' – Gravel Pit and Delivery Locations



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Appendix 'A'

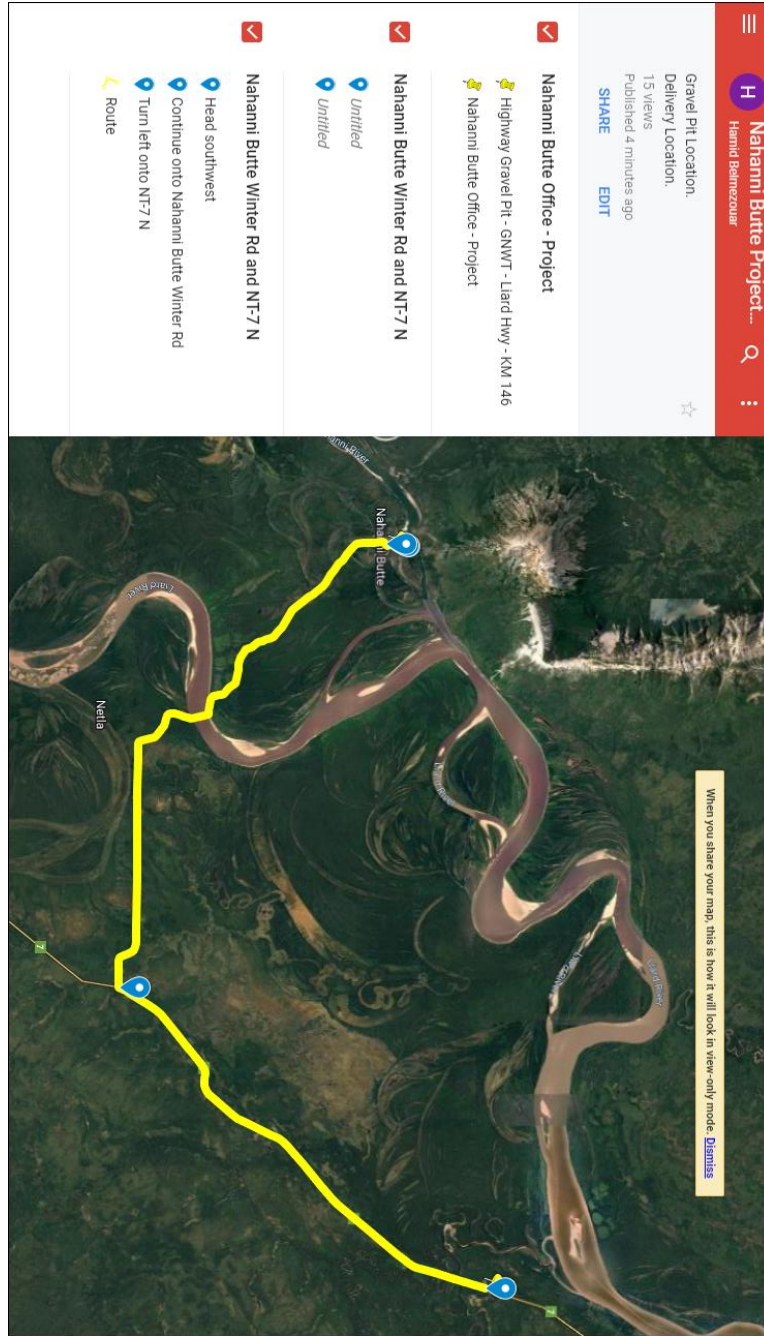
Gravel Pit location

<https://www.google.com/maps/d/u/0/edit?mid=1ELCsjUnQiGjEVzM-NYNT4naAYnjJXso&usp=sharing>



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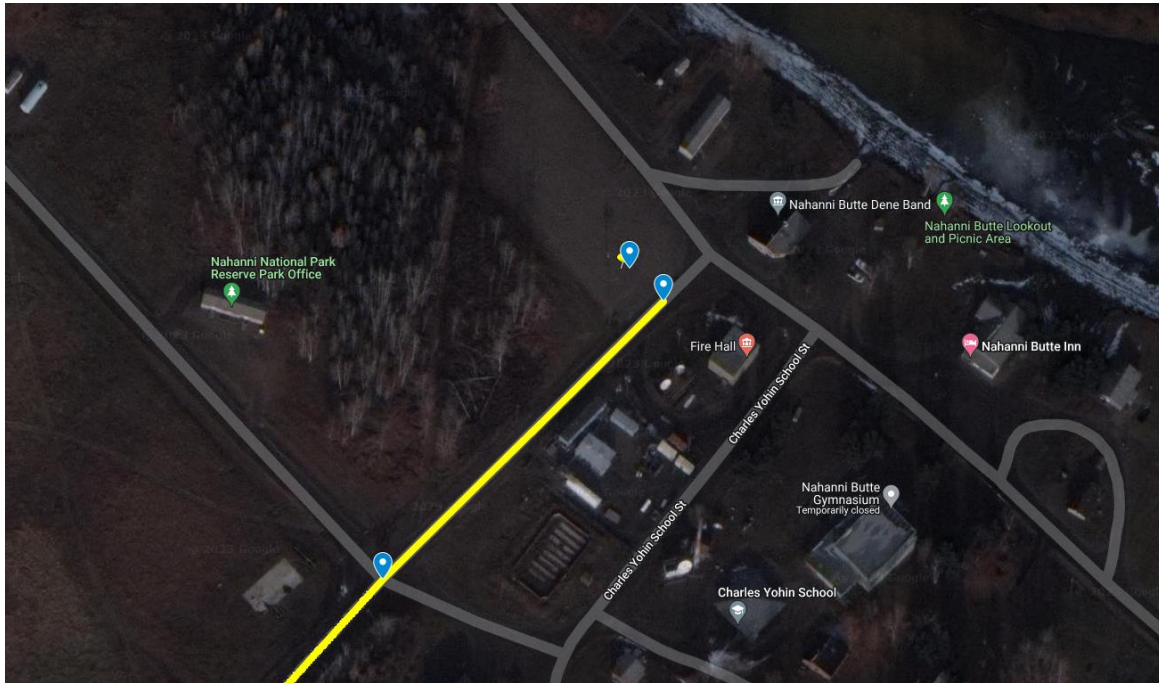


Nahanni Butte - Delivery site (Exact location TBC)
<https://maps.app.goo.gl/QjEm1pVtD17WaaLQA>



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Gravel Pit location (Exact location TBC)

<https://maps.app.goo.gl/He1AGx38yZ47YwoUA>

