



**The Corporation of the Municipality of Wawa
Staff Report**

Office of the Director of Community Services and Tourism

Prepared For: Committee of the Whole	Report No.: AP 2024-04
Agenda Date: February 6, 2024	File No.: C11

Subject

This report concerns the results of recent RFP and RFQ processes for the MMCC Modernization Project (phases 1-2).

Summary of the Recommendation

THAT the Council of the Municipality of Wawa accept the following submissions:

1. CIMCO Refrigeration Proposal SJ240001
2. Everything Floors Proposal RFP2024-03
3. Echotech Proposal RFQ 2024-01

AND THAT the Council of the Corporation of the Municipality of Wawa directs staff to release RFP's relating to the redesign of the lobby and the expansion of the MMCC gym to downstairs as per the information contained in staff report AP 2024-04, a copy of which is attached hereto.

Summary of the Issues

This report contains information for Council to accept the results of RFP 2024-01 and RFQ's 2024-01 and 2024-02, as well as pricing received through CANOE for the MMCC HVAC project. It also contains information related to the lobby redesign project as well as the MMCC Gym expansion as staff are seeking confirmation of these projects before proceeding with RFP's for each component.

List of Stakeholders

- Municipal Council
- Facility users – MMCC
- NOHFC (funder)
- Municipal Staff

Respectfully Submitted By: 	Prepared By: Alex Patterson, Director, Community Services and Tourism
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Purpose of Report

This report originates from the results of three proposal / quote requests and the receipt of CANOE pricing released at the beginning of January for the MMCC Modernization project funded by the NOHFC.

This report reviews each of these proposals as well as provides Council with additional information before releasing two additional RFP's for the project.

Analysis

CANOE Pricing – HVAC Project

Staff have received new pricing from CANOE; a purchasing group through LAS, for the supply and installation of new HVAC units for the MMCC as part of the MMCC Modernization Project – Phase 1. This pricing came in under budget and from a preferred supplier, and is the only component of Phase 1. The proposal can be found in **Appendix A**. Staff have reviewed it as well as the purchasing through CANOE with the NOHFC and are recommending it be awarded to the proponent.

RFP 2024-01: Replace Flooring at the MMCC

Staff have received one proposal as part of this RFP from a local contractor. The proposal met all requirements and is under budget. Staff are recommending it be awarded to the proponent. As the proposal was under budget, staff will work with the contractor to complete additional flooring replacements to maximize funding. The proposal can be found in **Appendix B**.

RFQ 2024-01: Replace Outdoor Sign at the MMCC

Staff have received two quotations to replace the outdoor sign at the MMCC with a digital one of the same size and orientation. Both quotes were complete and one proponent was significantly less expensive than the other. Staff are recommending the less expensive option presented by Echotech Ltd. The proposal can be found in **Appendix C**.

MMCC Gym Expansion

As part of the MMCC Modernization Project (Phase 2) staff have proposed a gym expansion. As part of the placement of the gym, staff completed a survey of facility users and residents to get feedback on the proposed changes. Overall, users favoured a move of the MMCC gym to the downstairs, (previous squash courts) and two multi-use studio spaces upstairs. This was also the case when discussing the move with the primary user group (Defined Movement Dance) as well as fitness instructors.

Therefore, staff are recommending that an RFP be released to move the gym downstairs. This will include:

- Removing all squash court walls and repainting block walls
- Creating a door between the back hallway and gym for cleaning and accessibility from ground level
- Replacing all flooring with gym-suitable floors (included in RFP 2024-01)
- Moving all equipment downstairs and reinstalling
- Mounting wall storage for equipment
- Adding daylight windows – if budget allows

Survey results are included in **Appendix D**.

MMCC Lobby Renovations

As part of the MMCC Modernization Project (Phase 2) staff have proposed renovations and technology supports be incorporated into the lobby. As part of these lobby renovations, an interior designer has been budgeted to incorporate design elements that reflect some of the other work that has been done around the community. The intention is to use more natural materials such as wood, as well as earth toned colours that have been used in other recent projects to update the look of the facility with a particular focus on creating a welcoming environment.

Therefore, staff are recommending that an RFP be released to contract an interior design team with the following deliverables:

- Creation of two options for lobby redesign that include:
 - Materials & colours for walls, counters, and design elements
 - Retail displays for Wawa merchandise during off-season
 - Kiosk design and placement
 - Renderings from separate angles to visualize the space
- Final drawings and specifications of selected redesign option that includes tender-ready documentation

The design brief that was included in the funding application can be found in **Appendix E**.

Financial/Staffing Implications

Cost Forecast and Expenses

To date, staff have received proposals for the following items, and compared them to the budget as presented in the funding application:

Contractors Budget		Proposal	Proponent
Design	25,000		
Lobby design			
Final report for RFP			
Construction			
Banquet / Lounge Flooring	150,000	65,126	Everything Floors
Dance / Gym Flooring	50,000	84,461	Everything Floors
Gym Renovations	50,000		
Lobby Renovations	125,000		
Outdoor Sign	50,000	30,644	Ecotech
Contingency	50,000		
Contractor Total	475,000	180,231	

As presented, this project is currently under budget. This will allow staff to maximize funding by including additional elements in the flooring and gym renovations, pending receipt of other costs as per the project schedule.

Policies Affecting Proposal

Municipal Strategic Plan

The Municipal strategic plan identifies the MMCC as requiring significant work, including in HVAC efficiency. These projects meet this strategic plan goal.

Comments from Relevant Departments/Community and Corporate Partners

Refer to **Appendix D** for survey results.

Alternatives

No alternatives recommended – project is underway.

Conclusion

This report provides Council with recommendations on successful proponents for RFP's and RFQ's received to date. By accepting these recommendations Council allows for staff to continue the implementation of both phases of the MMCC Revitalization Project.

Recommendation

THAT the Council of the Municipality of Wawa accept the following submissions:

1. CIMCO Refrigeration Proposal SJ240001
2. Everything Floors Proposal RFP2024-03
3. Echotech Proposal RFQ 2024-01

AND THAT the Council of the Corporation of the Municipality of Wawa directs staff to release RFP's relating to the redesign of the lobby and the expansion of the MMCC gym to downstairs as per the information contained in staff report AP 2024-04, a copy of which is attached hereto.

Attachments

Appendix A: Proposal – CIMCO Refrigeration
Appendix B: Proposal – Everything Floors
Appendix C: Proposal - Echotech
Appendix D: MMCC Gym Expansion Survey Results
Appendix E: Lobby Design Brief

End of Report.

TOROMONT

CIMCO

**Proposal for
Michipicoten Memorial Community Centre
3 Chris Simon Dr, Wawa, ON P0S 1K0
HVAC Equipment, and Building Automation
System Replacement- Energy Efficiency Project**

Prepared By:

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Prepared For:

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We would like to take the time to thank-you for calling upon CIMCO Refrigeration for a proposal to replace the Rooftop HVAC Equipment, and Building Automation system servicing the ice rinks and facility at the Michipicoten Memorial Community Centre located in Wawa, Ontario.

Cimco Refrigeration is a division of Toromont Industries Limited, and has been in business since 1913 as both a manufacturer and service provider of Heating, Ventilation, Air Conditioning, and Refrigeration Systems to various industries, and commercial applications..

Site, and new Equipment Considerations

Existing Equipment overview:

- Current equipment has reached the end of practical life
- Units are operating with R-22 refrigerant which has become expensive and no longer produced
- Units are heating the facility with only electrical heat banks
- originally installed supplementary glycol coils are still in the duct work and could be contributing to poor equipment performance.
- Current Energy recovery units are beyond practical life
- heat exchange of ERV is minimal contributing to high electrical costs.
- ERV units do not provide dehumidification or cooling to the spaces serviced.

New Rooftop Packaged heating and cooling units:

We have selected new custom packaged heat pumps with the best efficiencies possible to reduce electrical consumption. The new heat pumps are custom packaged units that have the ability to preform at superior efficiencies down to 0 degrees F. This will enable the facility to heat with the refrigeration heat pump technology which is far more efficient than regular electric heat banks. All units have been selected with supplementary / emergency electric heat back up for use during extreme weather conditions.

Rooftop Energy Recovery Units:

We have selected new custom packaged Energy Recovery units with high efficiencies to maximize energy recovery from exhausted building air. In addition to high heat transfer ability the New ERV units will also be equipped with heat pump refrigeration systems to enable these units now heat , and cool / dehumidify the spaces serviced to improve comfort, and air quality. Each new ERV comes with factory packaged emergency electric backup heat for use during extreme conditions.

The following is the details of the new heatpumps that will replace the existing packaged rooftop HVAC units, heat recovery ventilators. The installation details are also below, and add building automation system to control the new equipment.

Major Equipment- Packaged Rooftop Units



Supply Quantity (2) Two - 7.5 Ton Packaged Heat pump Rooftop Units with internal supplementary Electric Heating
AAON PACKAGED ROOFTOP HIGH EFFICIENCY LOW TEMPERATURE HEAT

AAON-Model: RN-007-4-0-G60C-13A

- 3,000 CFM Supply & Exhaust Fan with VFD and Shaft Grounding
- 2" MERV 8 Supply Filter
- 78 MBH Cooling, Modulating Digital Scroll Compressor, ECM Condenser Fans
- SCR Electric Heat 30kW (discharge air temperature controlled)
- 575/3/60, 1,139 lbs
- Enthalpy Controlled Economizer and power exhauster
- G90 Double Wall R-13 Foam Injected Panel Construction
- Stainless Steel Drain Pan
- BACnet Compatible Controller with Space Temp/Hum Sensor, Supply Air Temp Sensor

Supply Quantity (3) Three - 5 Ton Packaged Heat pump Rooftop Units with internal supplementary Electric Heating
AAON PACKAGED ROOFTOP HIGH EFFICIENCY LOW TEMPERATURE HEAT PUMP UNIT

AAON-Model: RQ-005-4-V-G60C-

- 2,000 CFM Supply & Exhaust Fan with VFD and Shaft Grounding
- 2" MERV 8 Supply Filter
- 60.9 MBH Cooling, Modulating Digital Scroll Compressor, ECM Condenser Fans
- SCR Electric Heat 20kW (discharge air temperature controlled)
- 575/3/60, 919lbs
- Enthalpy Controlled Economizer and power exhauster
- G90 Double Wall R-13 Foam Injected Panel Construction
- Stainless Steel Drain Pan
- BACnet Compatible Controller with Space Temp/Hum Sensor, Supply Air Temp Sensor
- Single Point Power Connection, Non-fused Disconnect and Remote
- Safety Shutdown Terminals
- Curb adapter

- Single Point Power Connection, Non-fused Disconnect and Remote
- Safety Shutdown Terminals
- Curb Adapter
- Factory mounted and wired 115 V Convenience outlet

Cooling Section

- Total Capacity: 78.0 MBH
- Sensible Capacity: 66.7 MBH
- Latent Capacity: 11.3 MBH
- Entering Air Temp (DB/WB): 75.9 °F 62.5 °F
- Lv Air Temp (Coil) (DB/WB): 54.6 °F 53.2 °F

Heating Section

- Integrated Heat Capacity: 33.7 MBH
- Primary Heat Type: Heat Pump
- Total Capacity: 36.6 MBH
- Input (Emer/Aux): 30.0 kW / 20.0 kW

Cooling Section

- Total Capacity: 60.9 MBH 58.0 MBH
- Sensible Capacity: 50.6 MBH 47.7 MBH
- Latent Capacity: 10.3 MBH

Heating Section

- Integrated Heat Capacity: 27.4 MBH
- Primary Heat Type: Heat Pump
- Total Capacity: 29.7 MBH
- Input (Emer/Aux): 20.0 kW / 10.0 kW



**Supply Quantity (3) Three - 10 Ton Packaged Heat pump
AAON PACKAGED ROOFTOP HIGH EFFICIENCY LOW
TEMPERATURE HEAT**

Rooftop Unit with internal supplementary Electric Heating

AAON-Model:RN-010-4-0-G60C-13A

- 4,000 CFM Supply & Exhaust Fan with VFD and Shaft Grounding
- 2" MERV 8 Supply Filter
- **118.5 MBH Cooling**, Modulating Digital Scroll Compressor, ECM Condenser Fans
- SCR Electric Heat 30kW (discharge air temperature controlled)
- 575/3/60, 1,237 lbs
- Enthalpy Controlled Economizer and power exhauster
- G90 Double Wall R-13 Foam Injected Panel Construction
- Stainless Steel Drain Pan

**Packaged Fresh Air- Energy Recovery Units
AAON PACKAGED ROOFTOP HIGH EFFICIENCY LOW
TEMPERATURE HEAT**

Supply Quantity (3) Two - Packaged Heat pump ERV Units with internal supplementary Electric Heating

AAON-Model:RN-006-4-0-E60E-12A

ERV 1500cfm

- 1,500 CFM Supply & Exhaust Fan with VFD and Shaft Grounding
- 2" MERV 8 Supply Filter
- 68.5 MBH Cooling, Modulating Digital Scroll Compressor, ECM Condenser Fans
- SCR Electric Heat 20kW (discharge air temperature controlled)
- 575/3/60, 1,604 lbs
- Enthalpy Controlled Economizer and power exhauster
- Energy Recovery Wheel ERC-3019C with 20kW electric SCR controlled pre-heat defrost
- G90 Double Wall R-13 Foam Injected Panel Construction
- Stainless Steel Drain Pan
- BACnet Compatible Controller with Space Temp/Hum Sensor, Supply Air Temp Sensor
- Single Point Power Connection, Non-fused Disconnect and Remote Safety Shutdown Terminals
- Curb adapter from Venmar to AAON

- BACnet Compatible Controller with Space Temp/Hum Sensor, Supply Air Temp Sensor
- Single Point Power Connection, Non-fused Disconnect and Remote Safety Shutdown Terminals
- Remote Safety Shutdown Terminals
- Curb adapter from Carrier to AAON
- Factory mounted and wired 115 V Convenience outlet

Heating Section

Integrated Heat Capacity: 51.7 MBH

Primary Heat Type: Heat Pump

Total Capacity: 56.2 MBH

Input (Emer/Aux): 30.0 kW / 20.0 kW

**AAON RQ Exclusive ERV -Cross-Flow Fixed Plate Heat
Exchanger Energy Recovery**

Cross-flow fixed plate heat exchangers save heating and cooling dollars

by pre-cooling, pre-heating, and humidifying the ventilation outside

air (depending on ambient conditions). Cross-flow fixed plate heat

exchangers have no moving parts and can also improve indoor air quality

by eliminating cross contamination. Sensible only or enthalpy fixed

plate heat exchangers are available to meet application requirements.

Fixed plate heat exchangers Included



▲ Factory installed AAON AERV energy recovery wheel saves heating and cooling energy. Slide-out wheel allows for quick and easy maintenance.

AAON AERV® Energy Recovery Wheel

The energy recovery wheel option can be provided in all model sizes allowing reduced equipment size and operating cost savings while pre-conditioning the outside air being introduced into the conditioned space. Sensible only or enthalpy wheels are available to meet the humidity control requirement of the system. Segmented polymer wheels allow for easy cleaning. Aluminum wheels are also available for application that require aluminum construction. Bypass dampers can be selected for full economizer operation.

▶ Aluminum Energy Recovery Wheel



AHRI Certified Performance
All AAON energy recovery options feature AHRI Certified heat exchangers.

RenewAire

Supply Quantity One: ERV 1500cfm, No Heat, No Cool. Energy Recovery Only

RENEWAIRE OUTDOOR ERV

- 1,500 CFM Supply & Exhaust Fan with VFD and Shaft Grounding
- Two L125-G5 AHRI 1060 Certified Cores
- 2" MERV 8 Supply Filter and Exhaust Filter
- SCR Electric pre-heat defrost 5kW in hood : Power:575/3
- 575/3/60, 689 lbs
- Curb adapter



Packaged Rooftop Equipment Demolition Details

- Prepare to recover R-22 per MOE guidelines from (8) Packaged Rooftop units
- Present rigging and removal strategy to owner for approval prior to mobilization.
- All Craning, rigging and disposal of existing equipment is provided as part of this work. Rooftop coverings are provided to protect the roof as the equipment is being replaced
- Disconnect and remove existing glycol supplementary heating coils in duct work
- Disconnect electrical services for each unit

Packaged Rooftop Equipment Installation Details

- Provide and install new curb adapters for each of the new packaged rooftop units
- The existing packaged rooftop units will be removed and replaced over a period of time to ensure the facility has operating equipment at all times.
- Crane all units to roof and place on new roof curbs

Provide electrical disconnections of each unit as well as re-connect each new unit to the power including all alterations.

- Onsite Assistance with BACNET Card Integration to BAS for all (8) units. Includes Mechanical Startup and 1 year labour parts and labour warranty on all equipment

Electrical Detail for Rooftop Equipment

- Disconnect the existing rooftop units (12)
- Install a new 400A 600V electrical panel for new HVAC equipment power supplies
- Provide and install all additional breakers required for the existing panel and new panel to suit new Roof top Heat Pumps
- Supply and install all new power feeds to the new rooftop units
- Supply and install BACnet wiring/ conduits for the new Cimco control panel to the 12 new rooftops
- Wire the room thermostats for the HVAC control as required
- Supply ESA certificate upon completion

New BAS Equipment

Supply

- Windows 10 Desktop PC and 27"
- NEMA 12 enclosure
- Delta Controls BACnet/IP controller
- EnteliVIZ 1000 point I/O License
- Ethernet switch located in DDC panel

Control of the following equipment...

- Two compressors
- Two cold floor pumps
- One condenser water pump
- One condenser fan (VFD ready)
- Four EVR units - Control is to be done through BACNet communication
- I/O points for EVR control
- Twelve Heat Pump RTU units - Control is to be done through BACNet communication

Electrical Detail for BAS Upgrade

- Install the new Delta controls cabinet in the compressor room
- Wire the controls for the existing refrigeration system to the new control cabinet
- Relocate the condenser fan VFD to allow space for the new panel to be mounted
- Install bypass contactors and overloads for the existing condenser fans VFD
- Install a load reactor for the VFD
- Wire all new sensors for the new refrigeration control system
- Install change over relays in the existing refrigeration control panel
- Provide updated as built drawings

System Start-up and Commissioning

- Start-up of all new packaged heat pumps by AAON (Manufacturer representative) and CIMCO Refrigeration
- Provide all control system BAS commissioning with factory trained technician and controls programming specialists
- Provide training of new BAS, and Rooftop Equipment to operations staff
- Provide all design, and As built drawings
- Provide "ESA" (Electrical Safety Authority) inspection certificate at end of project for your records
- Provide (2) sets Operation and Maintenance manuals for system

Monitoring capabilities:

- Equipment run status and VFD actual speed
- Refrigerant PPM reading or alarm
- High level alarm status
- Emergency stop circuit status
- DDC mode switch

Provision of the following instrumentation:

- One common suction pressure transducer
- One common discharge pressure transducer
- Two rink return temperature sensors
- One common rink supply temperature sensor
- Two cold floor slab temperature sensors
- One combination outdoor air temperature/relative %RH sensor
- Thirty eZNT-T100 temperature sensors with display, All RTU Heat Pumps will be daisy chained to DDC controller using BACNet MS/TP
- Design of DDC control panel drawings
- Panel testing prior to shipping
- Configuration of email alarming

Pricing

CIMCO Price: \$1,065,476.00 CAD (All Taxes Extra)

Prices are valid for 30 days from the date of quotation.

Taxes not included.

Standard Terms & Conditions apply.

This proposal has been developed in accordance with the Cimco
-Canoe Contract Agreement

CIMCO Contract Number: 120320-CIM

Municipality of Wawa: Membership Number: LAS1338

Prices

- Are in Canadian Funds
- HST is extra if applicable
- All Freight Costs to site are included
- All labour is based on regular time
- Approximate equipment lead times are currently (17 weeks)
from shop drawing approval

GENERAL Exclusions

- Glycol or NH3 top up due to faulty isolation valves
- Ethernet to BAS Control Panel- provided by customer
- Smoke Detectors, and interlocks to the fire panel
- Building Permits

AAON Equipment Warranties

- One year parts and labour (complete units)
- 5 yr warranty parts on compressors

Agreement

The information contained in this proposal constitutes the terms between CIMCO Refrigeration, a division of Toromont Industries and the client Michipicoten Memorial Community Centre.

All prices agreed upon will be honored by both parties. Continued services after that time will require a new agreement.

Authorized Signature: The undersigned agrees to the terms of this contract on behalf of the organization or business

Signature of Client: _____ Date: _____

Purchase Order :

TERMS AND CONDITIONS

SUBJECT TO WRITTEN APPROVAL BY A DULY AUTHORISED OFFICER OF CIMCO REFRIGERATION (THE "VENDOR"), THIS QUOTATION, IF ACCEPTED IN WRITING BY THE PURCHASER, SHALL CONSTITUTE A BINDING CONDITIONAL CONTRACT OF SALE AS OF THE DATE OF THE PURCHASER'S ACCEPTANCE OR AS OF THE DATE OF THE VENDOR'S APPROVAL, WHICHEVER IS LATER. THIS QUOTATION IS INVALID IF NOT ACCEPTED BY THE PURCHASER WITHIN THIRTY DAYS OF THE DATE OF QUOTATION.

1. TITLE

(a) The title and ownership to and in the materials, equipment and other goods sold here under (the "goods") shall remain with the Vendor until payment in full of the Contract Price and any additional amounts payable to the Vendor pursuant to sections 2 and 10 of these Terms and Conditions. The Vendor hereby reserves, and the Purchaser hereby grants to the Vendor, a security interest in and to the goods, and the proceeds thereof, to secure the said payment and all of the other obligations of the Purchaser. At the option of the Vendor, the Purchaser will join with the Vendor in executing, in a form satisfactory to the Vendor, one or more financing statements or similar instruments pursuant to any applicable personal property security legislation. The Purchaser hereby authorizes the Vendor to file one or more such statements or instruments signed by the Vendor alone as the secured party. If the goods are to become affixed to real property, the Purchaser represents that a true and correct description of such real property and that the name of the registered owner thereof are as indicated on Page 1 of this Quotation/Contract.

(b) In the event of default by the Purchaser under the terms of payment of this contract, the full amount of the Contract Price, less any payments previously made, shall become due and payable, and the Vendor or its agent shall have the right to enter upon the premises and remove the goods, and to dispose of them as the Vendor may determine. If the proceeds from such disposal, less any related expenses, including but not limited to costs of seizure, removal and sale, and legal costs (including reasonable attorneys' fees and expenses) connected therewith (the "net proceeds"), are not sufficient to cover the amount in default, the Purchaser shall be liable to the Vendor for such deficiency. If the net proceeds exceed the amount in default such excess shall be returned to the Purchaser, and the Vendor shall not be liable further whether in respect of completion, performance, warranty or other contract terms.

(c) The Purchaser hereby waives all rights and claims against the Vendor in the event that the circumstances provided for in section 1 (b) arise, except for the express right of recovery of excess net proceeds as provided in that section.

(d) The Purchaser hereby waives the provisions of any Conditional Sales Act or other applicable legislation which limits the Vendor's rights to seize the security provided for herein, and to sue for any deficiency. The Purchaser expressly confers upon the Vendor the rights to seize and sell the goods and to recover from the Purchaser, by action on the covenant, the principal, interest and other moneys from time to time owing under this contract.

(e) Until the Contract Price has been paid in full, the Purchaser will not sell or agree to sell, or mortgage, charge or dispose of, or intentionally injure the goods or remove them from the place of initial installation.

2. PRICE ADJUSTMENTS

(a) The Purchaser shall pay all taxes, duties, levies and other charges assessed against or in respect of the goods, except those taxes, duties, levies and other charges expressly included in the Contract Price.

(b) If any taxes, duties, levies, or other charges shown to be included in the Contract Price are increased subsequent to the Date of Quotation, and increase the Vendor's costs here under, such increase shall be paid by the Purchaser to the Vendor.

(c) The Contract Price quoted herein is based on prices, costs and conditions prevailing at the Date of Quotation. Unless otherwise specified, if the estimated delivery and / or installation date is more than six months from the date of the contract, and if prior to shipment or installation there is an increase in the Vendor's costs due to increases in labor rates, cost of materials, suppliers' prices, foreign exchange, storage charges, or freight rates, such increase shall be paid to the Vendor by the Purchaser.

(d) If delivery or installation is delayed by the Purchaser, or by anyone under the Purchaser's control, for more than two months after the time estimated, any increase in those categories of the Vendor's costs listed in section 2(c) shall be paid to the Vendor by the Purchaser.

(e) All payments by the Purchaser to the Vendor under section 2 shall be in addition to the Contract Price and shall be paid at the time the final payment under the contract is due.

3. LIABILITY

The Vendor shall not be liable for any losses, injuries, expenses or damages, whether direct, indirect, special, incidental, consequential or punitive, arising out of the goods, or the installation, operation, or failure of operation of the goods or related systems even if caused by the Vendor's negligence.

4. DELIVERY AND INSTALLATION

Delivery and installation times and dates are approximate and are subject to extension for delays caused by fire, strike, lockout, labor dispute, civil or military authority, riot, embargo, car shortage, wrecks or delays in transportation, Acts of God, late delivery or non-delivery by the Vendor's suppliers, changes in the scope of the work as provided in section 9 of these Terms and Conditions, or other causes beyond the reasonable control of the Vendor, and the Vendor shall not be liable for any losses or damages resulting from any such causes. Acceptance of the work shall be a waiver by the Purchaser of all claims for damages for delay from any cause whatsoever.

5. RESPONSIBILITY AND INSURANCE

(a) In respect of goods sold F.O.B. point of origin, the Vendor shall deliver the goods in good condition to a common carrier or to the Purchaser at the Vendor's shipping point, and thereupon all risks of loss or damage thereto shall pass to the Purchaser.

(b) In respect of goods sold F.O.B. job site or sold with installation, all risks of loss or damage shall pass to the Purchaser upon receipt of the goods at the job site or at the Purchaser's designated delivery point.

(c) The Purchaser shall insure the goods against loss or damage from fire, theft, malicious damage or other causes as and from the time the Purchaser becomes responsible for the goods pursuant to sections 4(a) and 4(b) of these Terms and Conditions. The face value of the insurance policy shall be in an amount not less than the Contract Price. Any loss under such insurance policy shall be made payable to the Vendor as its interest may appear until the Contract Price shall be paid in full.

(d) Upon the request of the Vendor, the Purchaser shall provide an insurance certificate as evidence of the compliance with section 4(c) of these Terms and Conditions.

6. COST ESCALATION

The Vendor and Owner acknowledge and agree that at the time of execution of this project agreement, it is unknown whether prior estimates for performance of the work will be impacted by further development of the design, changed market conditions, availability of labor, equipment and/or materials or other conditions which materially differ from those existing at the time prior estimates were received. The Vendor agrees to make diligent and best efforts to mitigate any cost or schedule impacts arising out of these changed conditions. However, subject to such mitigation obligations of the Vendor, the Owner agrees the Vendor shall be entitled to an equitable adjustment of the contract sum and/or, if applicable, the contract time due to the following non-exhaustive list of possible events or circumstances: (1) a Subcontractor will not honor its prior estimate, (2) commodity price escalation and/or commodity delivery date impacts due to the length of time between a Subcontractor providing its estimate and subcontract award, (3) general conditions cost impacts due to anticipated completion dates at the time of Subcontractor's estimate differing from completion dates anticipated at time subcontract award, (4) commodity price escalation and/or delivery date impacts due to Subcontractor inability to obtain firm pricing or delivery date commitments from any supplier at or near time of subcontract award; or (5) cost of on-site or off-site material storage capacity to enable early receipt of certain materials when early procurement of such materials can be achieved for avoidance of price escalation or to secure availability so that the project schedule can be maintained.

7. TERMS OF PAYMENT

(a) Unless otherwise specified in this Quotation/Contract, payment shall be made by the Purchaser to the Vendor in respect of the Contract Price as follows:

(i) Goods sold without installation: 50% upon acceptance of this quotation by the Purchaser; an amount representing the value of each shipment, payable upon delivery; and the unpaid balance upon final shipment.

(ii) Goods sold with installation: 35% upon acceptance of this quotation by the Purchaser; an additional 25% upon written notification by the Vendor to the Purchaser that the goods are ready for shipment; an additional 30% immediately after installation but prior to the commencement of operation of the goods or related systems; and a final payment of 10% upon completion.

(b) Timely payment according to the terms of this Quotation/Contract is of the essence of the contract.

(c) Payment shall be made in the specified currency.

8. WARRANTY

UNLESS OTHERWISE SPECIFIED IN THIS QUOTATION/CONTRACT, THE VENDOR WARRANTS THE GOODS AND INSTALLATION SOLD HERE UNDER AGAINST ORIGINAL DEFECTS IN MANUFACTURE AND WORKMANSHIP BY EITHER A PERIOD OF EIGHTEEN MONTHS (18) AFTER THE DELIVERY OF EQUIPMENT OR TWELVE (12) MONTHS FROM COMPLETION AS DEFINED IN SECTION 9 OF THESE TERMS AND CONDITIONS. THE LENGTH OF WARRANTY WILL BE DETERMINED BY EQUIPMENT DELIVERY OR COMPLETION OF WORKMANSHIP BY WHICHEVER AGREEMENT EXPIRES FIRST. THIS WARRANTY IS IN LIEU OF ALL OTHER WARRANTIES, STATUTORY OR OTHERWISE, EXPRESS OR IMPLIED, INCLUDING FOR MERCHANT ABILITY OR FITNESS FOR A PARTICULAR PURPOSE. THE TERMS OF THE VENDOR'S WARRANTY ARE AS FOLLOWS:

- (a) In respect of goods sold without installation, the Vendor's sole liability shall be to repair or replace, at the Vendor's option, F.O.B. point of manufacture, any defective goods or parts thereof.
- (b) In respect of goods sold with installation, the Vendor's sole liability shall be to repair or replace, at the Vendor's option, any defective goods or parts thereof or any defective workmanship. The Vendor shall be responsible for all of its costs in connection therewith other than the out-of-pocket expenses incurred by the Vendor's employees and agents travelling from the Vendor's nearest place of business to the job site and charges for labor performed after normal working hours at the request of the Purchaser, which latter expenses and charges shall be for the account of the Purchaser.
- (c) The Vendor warrants goods not of the Vendor's manufacture only to the extent to which the Vendor is able to enforce a claim for liability against the manufacturer thereof.
- (d) The Purchaser shall promptly give written notice to the Vendor after the discovery of an apparent defect.
- (e) As a condition precedent to any liability by the Vendor here under, the Purchaser shall use, operate and maintain the goods and related systems in a careful, prudent, and reasonable manner, and in conformity with the Vendor's and / or the manufacturers' instructions.
- (f) the foregoing constitutes the purchaser's exclusive remedy and the vendor's sole liability arising out of the design, manufacture, sale, installation, or use of the goods.
- (g) This warranty shall be void if the Purchaser is in default under the terms of payment of this contract.

9. CHANGE IN SCOPE OF WORK

If the Purchaser requests a change in the scope of the work under this Quotation/Contract, the Vendor will submit a Contract Revision to the Purchaser which shall set forth the proposed changes in the work, and if the proposed changes result in an addition to or a deduction from the Contract Price, the Contract Revision shall set forth the amount of such addition or deduction. A Contract Revision shall not be binding or enforceable unless accepted in writing by the Purchaser and approved in writing by a duly authorized officer of the Vendor. Upon such acceptance and approval, the Contract Revision shall become part of the contract and, except when in consistent therewith, shall be subject to all its provisions.

10. COMPLETION AND ACCEPTANCE OF WORK

- (a) In respect of goods sold without installation, "Completion" shall be deemed to occur when risk of loss of the goods passes to the Purchaser in accordance with section 4 of these Terms and Conditions.
- (b) In respect of goods sold with installation, and unless otherwise defined in this Quotation/Contract, "Completion" shall be deemed to occur when any one of the following events takes place:
 - i. The Purchaser signs an acceptance certificate;
 - ii. The Vendor has installed and, where applicable, successfully tested the installation;
 - iii. The Purchaser commences regular use of the goods correlated systems;
 - iv. An independent expert, mutually acceptable to the Purchaser and the Vendor, certifies that the work has been completed.
- (c) Nothing in subsections (a) or (b) shall relieve the Vendor from its obligation to honor the warranty provisions contained herein.
- (d) The occurrence of any one of the events described in section 9(b)(i), (iii) and (iv) shall constitute acceptance of the work.

11. BONDS

Performance bonds and material and labor payment bonds will be provided by the Vendor upon request. Unless the Contract Price expressly includes the cost of such bonds, the Purchaser, in addition to the Contract Price, shall pay the cost of such bonds to the Vendor at the time of the receipt thereof by the Purchaser.

12. MISCELLANEOUS

- (a) This Quotation and any resulting contract shall be governed, enforced and construed in accordance with the laws of the Province/State of ON without regard to that province's/state's rules governing conflict of laws.
- (b) All rights and remedies of the Vendor under this contract and under applicable law shall be cumulative and may be exercised successively or concurrently, in any order, and on more than one occasion. The election by Vendor to exercise one remedy shall not preclude it from thereafter exercising one or more other remedies.
- (c) The Purchaser agrees to pay, in addition to the other amounts payable to Vendor under the contract, all costs and expenses, including reasonable attorneys' fees, incurred by the Vendor in enforcing this contract, exercising its rights here under or collecting or attempting to collect all amounts due the Vendor here under following default by the Purchaser in the payment or performance of its obligations here under, including those incurred in connection with any bankruptcy, insolvency, liquidation, reorganization or similar proceeding involving the Purchaser.
- (d) Any assignment or attempted assignment of this contract, in whole or in part, without the prior written consent of the Vendor shall be void. The Vendor may assign any of its rights, liabilities or obligations arising out of this contract without prior notice to the Purchaser and without the Purchaser's written consent except that the Vendor may not assign its warranty obligations without the Purchaser's written consent.
- (e) If any provision of this contract is unenforceable, such unenforceability shall not affect the remaining terms, which shall be enforced, if the same can be done, without regard to the unenforceable provision.
- (f) The headings to the paragraphs of this contract are provided for ease of reference only and shall not be construed to vary or limit the terms thereof.

THIS QUOTATION/CONTRACT CONTAINS THE COMPLETE AGREEMENT BETWEEN THE PURCHASER AND THE VENDOR, AND SUPERSEDES ALL PRIOR ORAL OR WRITTEN REPRESENTATIONS, PROMISES, AGREEMENTS OR UNDERSTANDINGS WITH RESPECT TO THE SUBJECT MATTER HEREOF. NO REPRESENTATION, PROMISE, AGREEMENT OR UNDERSTANDING ENTERED INTO OR MADE SUBSEQUENT TO THE DATE OF THE CONTRACT WHICH VARIES OR MODIFIES THE PROVISIONS OF THIS CONTRACT SHALL BE BINDING ON THE VENDOR UNLESS CONVEYED IN WRITING AND EXECUTED BY THE DULY AUTHORISED OFFICER OF THE VENDOR EXECUTING THIS QUOTATION/CONTRACT.

ESTIMATE

QUOTE: RFP2024-03 PG 1

DATE: JANUARY 26, 2024



9 Mackey Street
Wawa, ON P0S 1K0
Phone 705-856-2400 Fax 705-856-2100
everythingfloors@outlook.com

TO **MUNICIPALITY OF WAWA**
40 BROADWAY AVENUE
WAWA, ON P0S 1K0
Attention: Alex Patterson, Director

JOB		PAYMENT TERMS	
RFP 2024 -03 Banquet Hall / Curling Lounge		25% Deposit Required; Balance Due Upon Completion	
QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
A)	Perform moisture test		
B)	Ripout existing flooring / dispose		
C)	Scarify / skim coat / sand / vacuum subfloor		
D)	Supply and install Polyflor Expona Commercial vinyl tiles with Mapei Ultrabond ECO373 pressure-sensitive adhesive		
E)	Supply and install 4" Johnsonite vinyl baseboards		
F)	Option 1: Expona PUR Design (28ml wear layer)		\$64,000.00
	Option 2: Expona PUR Commercial (22ml wear layer)		\$59,200.00
	This is an alternate to flooring specified. Please see attached specifications and warranty		
BN #800548448		SUBTOTAL	
		SALES TAX	EXTRA
		TOTAL	

Quotation prepared by: _____

All labour is warrantied for 1 year unless otherwise specified. All material is guaranteed to be as specified. Any alteration to the above specifications may result in extra charges over and above the estimate. This proposal may be withdrawn by us if not accepted within 90 days.

To accept this quotation, sign here and return: _____

ESTIMATE

QUOTE: RFP2024-03 PG 2

DATE: JANUARY 26, 2024



9 Mackey Street
 Wawa, ON P0S 1K0
 Phone 705-856-2400 Fax 705-856-2100
 everythingfloors@outlook.com

TO **MUNICIPALITY OF WAWA**
40 BROADWAY AVENUE
WAWA, ON P0S 1K0
Attention: Alex Patterson, Director

JOB		PAYMENT TERMS	
RFP 2024 -03 Gym (Dance Flooring)		25% Deposit Required; Balance Due Upon Completion	
QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
A)	No moisture test required (no adhesive)		
B)	Remove existing flooring / dispose		
C)	Scarify / skim coat / sand / vacuum subfloor		
D)	Supply and install specified Gerriets Vario Elastic underpad (double back tape installation)		
E)	Supply and install specified Gerriets Vario Uni rolled vinyl in looselay fashion – tape joints		
F)	Supply and install new 4" vinyl base		
	This quote includes freight; import fees / exchange rates		
BN #800548448		SUBTOTAL	\$28,500.00
		SALES TAX	\$3705.00
		TOTAL	\$32,205.00

Quotation prepared by: _____

All labour is warrantied for 1 year unless otherwise specified. All material is guaranteed to be as specified. Any alteration to the above specifications may result in extra charges over and above the estimate. This proposal may be withdrawn by us if not accepted within 90 days.

To accept this quotation, sign here and return: _____

ESTIMATE

QUOTE: RFP2024-03 PG 3

DATE: JANUARY 26, 2024



9 Mackey Street
 Wawa, ON P0S 1K0
 Phone 705-856-2400 Fax 705-856-2100
 everythingfloors@outlook.com

TO **MUNICIPALITY OF WAWA**
40 BROADWAY AVENUE
WAWA, ON P0S 1K0
Attention: Alex Patterson, Director

JOB		PAYMENT TERMS	
RFP 2024 -03 MMCC Squash Courts		25% Deposit Required; Balance Due Upon Completion	
QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
A)	No moisture test required		
B)	Build up existing subfloor over hardwood with 1/4" plywood to match height of existing subfloor on one side. Leave existing vinyl in place		
C)	Patch and Sand all joints		
D)	Supply and install Inertia 2x2 Rubber Tiles as per specification with Tarkett 965 adhesive		
E)	Supply and install 4" Johnsonite vinyl baseboards		
F)	Option 1: 1/4" Inertia tiles		\$48,740.00
	Option 2: 3/8" Inertia Tiles		\$54,500.00
BN #800548448		SUBTOTAL	
		SALES TAX	EXTRA
		TOTAL	

Quotation prepared by: _____

All labour is warrantied for 1 year unless otherwise specified. All material is guaranteed to be as specified. Any alteration to the above specifications may result in extra charges over and above the estimate. This proposal may be withdrawn by us if not accepted within 90 days.

To accept this quotation, sign here and return: _____

TRANSMITTAL

Date: January 25, 2024
To: Alex Patterson
Corp of the Municipality of Wawa
Re: RFQ 2024-01 - Replacement of Outdoor Sign @ The MMCC
From: Kris Frandsen

Per the RFQ 2024-01 document, ECHOTECH will supply and install a two sided P10 full colour LED sign at Michipicoten Memorial Community Center for a cost of\$30,114.00

HST is extra

DESCRIPTION	MODEL	QTY
GreenTak GSH Series 51" x 88" x 5" Each 128H x 224W Pixel Two Sided IP65/IP54 Full Color P10 Video Screen - 8000 Nits Brightness	GSH10H	1
High Gain Wireless Bridge		1
ViPlex Express Signage Software w/ Remote User Training		1
Steel Mounting Frame, Installation Hardware		1
Remove old sign, install new two sided LED sign system on the existing sign pedestal		1

cUL/EMC/FCC certification, [5 year parts and 1 year labour warranty](#),
Power consumption (2 sides) : Max : 110V/35.6A , Average : 110V/10.7A or Max
: 220V/17.8A, Average : 220V/5.3A

Please see the attached literature. Echotech has installed several instances of LED video boards, most recently a 2m x 4m P3.6 display at the Downtown Plaza in Sault Ste. Marie.

Any questions please call or email me.

Thank you,

Kris

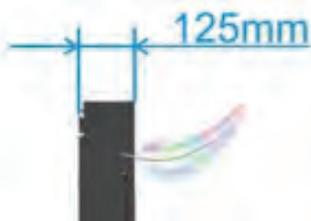
echotech

GSH Series

Light & Slim Outdoor Fixed LED Display

Model #: GSH 6/10

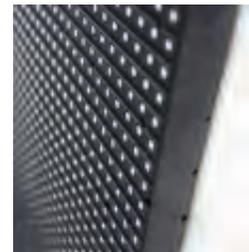
Features



Light & Slim
 30% lighter than traditional panel.

Waterproof module design
 High Protection grade.

Simple Installation & Service
 Front & Rear Maintenance & Installation.



High Brightness
Low Power Consumption
 Average power consumption 185W/m².

Multimode splicing
 Meet the needs of different applications.

Special Design of Louvers and ribbing in the module face
 Maximize LED efficiency, High-contrast surface.

GSH Series /

Model #: GSH 6/10

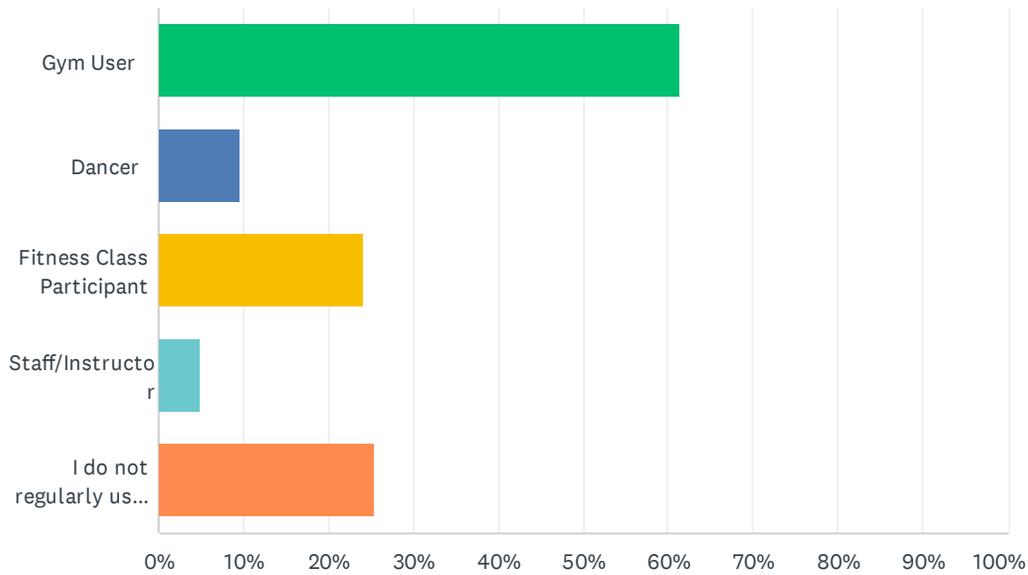


ITEM		GSH6R/6H/6S	GSH10R/10H/10S
Physical Parameter	Pixel Configuration	SMD	SMD
	Pixel Pitch	6.66mm	10mm
	Pixel Matrix Per Panel Module Resolution	48*48	32*32
	Cabinet Dimensions Module Dimensions	320*320*30mm	320*320*30mm
	Cabinet Parameter	Cabinet Material	Aluminum
Cabinet Parameter	Cabinet Thickness	5inch (130mm)	5inch (130mm)
	Density (pixels/Sq.m)	22,500	10,000
Optical Parameter	Color Grayscale (Bit)	14bit	14bit
	Driving Type	1/6 Scan	1/2 Scan
	Signal Transmission	Ethernet/WIFI/4G	Ethernet/WIFI/4G
	Brightness(nit)	6500/8000/10000	6500/8000/10000
	Viewing Angle	160	160
	Vertical Viewing Angle	75	75
	Brightness Adjustment	Auto	Auto
Electrical Parameter	AC Input Voltage	110V or 208V	110V or 208V
	Certification	ETL,ICES-003, Issue 6, Class A	ETL,ICES-003, Issue 6, Class A
	Max Poer Consumption	630W/m2	630W/m2
	Avg Power Consumption	210W/m2	210W/m2
Operation Specification	Working Temperature	-40 to 70	-40 to 70
	IP Rating	IP65/IP54	IP65/IP54



Q1 What type of fitness facility user are you?

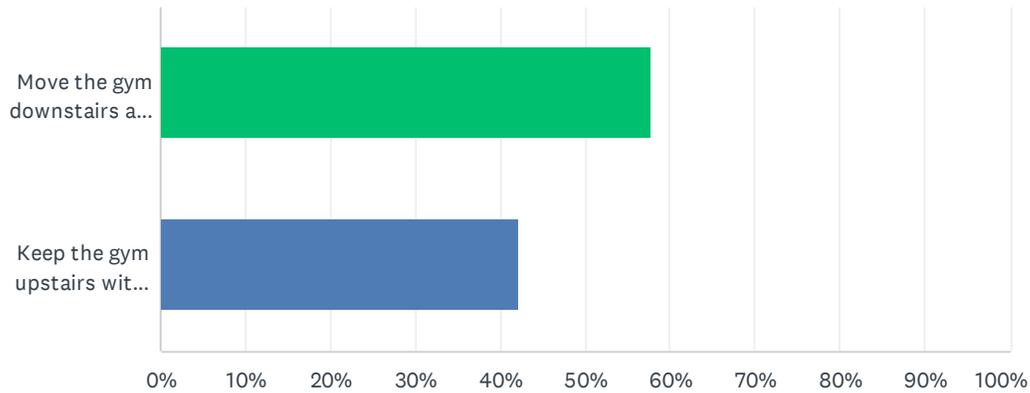
Answered: 83 Skipped: 0



ANSWER CHOICES	RESPONSES	
Gym User	61.45%	51
Dancer	9.64%	8
Fitness Class Participant	24.10%	20
Staff/Instructor	4.82%	4
I do not regularly use the fitness facilities	25.30%	21
Total Respondents: 83		

Q2 Which of the following options would you prefer? Note that "downstairs" refers to the squash court area and "upstairs" is where the gym is currently.

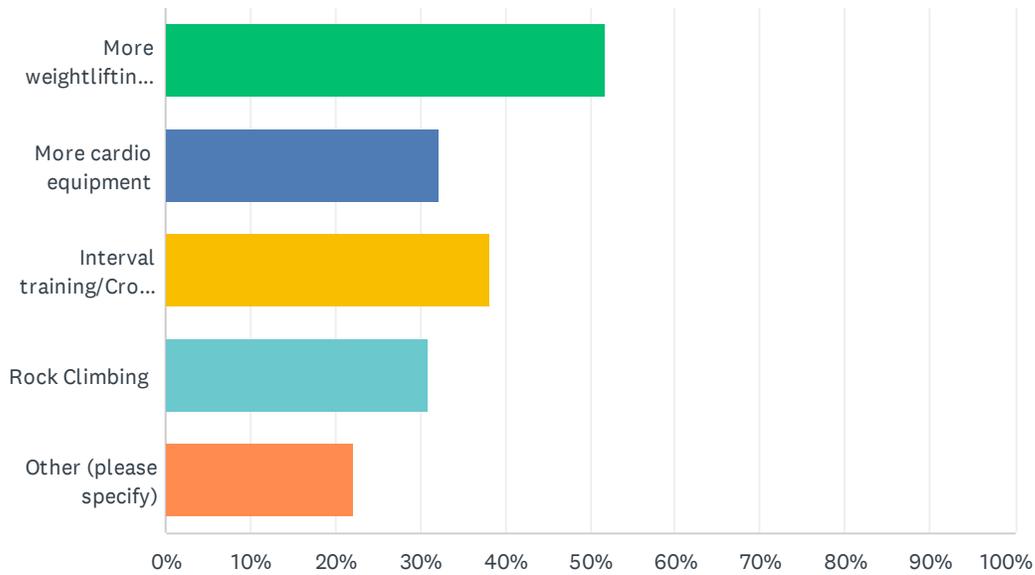
Answered: 83 Skipped: 0



ANSWER CHOICES	RESPONSES	
Move the gym downstairs and have two studio rooms upstairs	57.83%	48
Keep the gym upstairs with separate rooms for cardio and weights, and have two studio rooms downstairs	42.17%	35
TOTAL		83

Q3 What would you like to see added to the fitness and/or dance facilities?

Answered: 81 Skipped: 2



ANSWER CHOICES	RESPONSES	
More weightlifting equipment	51.85%	42
More cardio equipment	32.10%	26
Interval training/CrossFit equipment	38.27%	31
Rock Climbing	30.86%	25
Other (please specify)	22.22%	18
Total Respondents: 81		

Q4 Do you see or experience any barriers to using the fitness facilities?

Answered: 66 Skipped: 17

Q5 Do you have any other concerns or comments you would like to share about the fitness facility renovations?

Answered: 55 Skipped: 28

Q6 Enter your email if you would like to receive further communications about the fitness centre renovation process.

Answered: 15 Skipped: 68

DESIGN BRIEF: COMMUNITY COMMUNICATIONS HUB

Municipality of Wawa
Department of Community Services and Tourism

*Wawa Arena
Modernization
Project
2022 Application*

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Scope

This design brief focuses on the proposed improvements to the MMCC lobby as part of the “Wawa Community Center Modernization Project” that is currently at the funding stage. This brief accompanies a larger project that is primarily focused on mechanical and facility components that are at the end of their lifecycle. In preparing those technical requirements, staff also reviewed some of the other deficiencies that prevent or limit the use of recreation programming within our community.

One of the primary limiting factors in the use of many free or low cost programs in our community is how they are communicated to the public. In addition, there is a great deal of foot traffic through the MMCC on a daily and weekly basis for many parents and grandparents of youth currently enrolled in existing programming. This represents an opportunity to communicate directly with these family units about the other programming offered within the community. In many cases, as parents or grandparents wait for their youth, they represent a captive audience to communicate with. It is therefore an opportunity to upgrade the facility with this specific focus.

Another opportunity for increasing communication in our community is in the “off season” of summer tourism. In the late fall, winter, and early spring, the MMCC acts as Wawa’s tourist information center. While in the past the demand has been quite low in the offseason, recently we have experienced an increase in use stemming from snow power sports, the popularity of the fall color run, and the group of seven initiatives. Therefore, we are observing an increase in traffic at the MMCC for tourist information, and see the need for a redevelopment of the space to increase promotion of the community to these visitors. Additionally, there are many regional events hosted at the MMCC throughout the year, and these attendees again represent a captive audience to increase the number of visits back into the community. By promoting the community to visitors, we also open the door for new and long-time residents to discover opportunities that were potentially unknown. This would increase both the economic impact of the MMCC through visitors as well as the recreation based retention of community residents as the opportunities of living in Wawa are better presented and communicated.

Fundamentally, just as with the rest of the modernization project, this design seeks to ensure that the MMCC, and by extension the community, is sustainable to operate in the future. This involves both reducing expenses and future liabilities – addressed in the technical portion of the project, but also ensuring that existing recreation programs grow and become more accessible to the community. One of the ways of accomplishing this goal is to ensure that the facility is safe, welcoming, and encourages communication and relationships through the members of this community that make it a success.

Vision

The MMCC will be the hub of the community – a welcoming space for residents and visitors to get all the information they need about Wawa.

The MMCC is already well on its way to becoming a hub of the community for recreation. As many other community spaces have been lost over the years, the MMCC has remained as one of the few locations in our community with the space to offer medium and large community activities. But a community center is much more than just space – it is about connections, and the identity of a community that is reflected in its' people. It is time for the MMCC to update its look and welcome a new generation of the community into the space alongside the residents who made our community what it is today. It is not just a modernization however – the space must reflect the values and uniqueness of the community, and focus on what makes Wawa such a wonderful northern community that has attracted many to visit and stay over the years. A community center must be able to communicate this, and with modern tools and time tested techniques we can ensure that the center is sustainable for future generations.

Mission

The MMCC will be transformed into a community hub of information by renovating the lobby with a focus on communication. Both static and dynamic communication tools will be utilized to convey information about recreation, tourism, and cultural activities and places. The intent is to showcase all of the unique attributes of our community that make Wawa the place to be!

The MMCC must innovate and respond to the changing needs of the community and region which it serves. By taking advantage of new and emerging technology, we can better communicate to residents and visitors all of the benefits and wonderful things about our small northern community. While new technology is being adopted by many demographics, it must still be blended with traditional media to ensure the widest reach possible. By better communicating the programming, resources, and opportunities available within the community we are both better able to market the community to visitors as well as ensure that residents take advantage of the many benefits of life in Wawa. This helps keep the community stable by retaining young families and older residents alike as they enjoy the advantages that a healthy, vibrant community provides.

Goals

Goal 1: A welcoming space for residents and visitors alike

The intent of this goal is to reinvigorate the initial impression of the facility, and by extension the community. As the MMCC is one of the first places that visitors and potential residents stop, it is critical that the facility give a warm and welcoming first impression, as it can set the tone for the community at large. To attract people to stay, for a visit or for life, this first impression is key to the overall success of the community. We want to portray Wawa as a vibrant, northern community, and the MMCC is one of the first places we can do so. For existing residents, a welcoming space where they feel comfortable is a key to retention – as our community does compete with other larger centers, we must be able to focus on our strengths to keep these residents here. One of the biggest strengths of our community is its' size, and through reinforcing a welcoming, northern hospitality feel to the MMCC we can ensure that these residents stay to raise their families in our small town.

Goal 2: Effective communication of recreation programming within Wawa

The intent of this goal is to use diverse communication tools to ensure that the residents and visitors to this community know what recreation opportunities are available in Wawa. Even as the MMCC is the location of most of these activities, there are also many smaller venues that host a diverse amount of programming that is largely unknown by many residents. This not only opens up more access to these type of programs, but as they grow it assists in getting the community more involved. The MMCC also has many programs where attendees of one program can be unaware of the others that occur. A focus on communication can ensure that all residents can participate in the diverse programs offered. Once this is better established, it will also make any new programming more successful as the community has built a habit of knowing where to find information about recreation. This also has the added benefit of also advertising what Wawa has to offer to visitors to our community, thereby making our community more attractive to potential residents. Since the MMCC plays host to many regional events, they are another captive audience to whom we can market our community.

Goal 3: Tourist information for the fall, winter, and spring seasons

The intent of this goal is the provision of tourist information in the “off season” when the Wawa Tourist Information Center (TIC) is closed. The MMCC already acts as the TIC during the off season; however this is in a limited capacity as many of the resources present at the TIC are fixtures of that facility. Renovating the lobby of the facility with the focus to provide tourist information about Wawa and the surrounding area would make the communication of this information more efficient. It would benefit the community by increasing the offseason economic impact in similar fashion to the summer use of the TIC. It would also provide visitors who do not ever go to the Wawa TIC, such as participants in tournaments, bonspiels, and other regional recreation activities, with marketing geared towards encouraging return visits to the community for other activities, thereby increasing the potential economic impact of the facility.

Implementing these Goals

This section will include brainstorm ideas regarding the possible implementation of these goals. This is, however, a design brief, and the final design will depend on the input of staff, the designer, and the community at large. These examples are included to illustrate the concept of the space, as well as provide a foundation upon which the final design may be implemented to meet the goals discussed above. They are not however representative of the final plan for the space, which will be developed as part of this project with the input of all stakeholders.

Goal 1: A welcoming space for residents and visitors alike

This goal can be implemented in the following ways:

- Removing textured brick and repainting in warmer colors
- Adding more space that is focused on encouraging connection and conversation
- Adding natural elements such as rock work, wood textures, and greenery to focus and reinforce the natural setting of the community
- Replacing lighting with warm LED color
- Adding local art that frames the community's natural setting

Goal 2: Effective communication of recreation programming within Wawa

This goal can be implemented in the following ways:

- Static displays of
 - Community parks and tourism resources
 - Community special events that are annual with dates
 - Regional recreation resources (LSPP, Obatanga, etc)
- Dynamic Displays of
 - Weekly recreation programming
 - New special events
 - Contact information for recreation programs
 - Showcases of recreation offerings throughout the community
- Community boards
 - Question board: write a question and have it answered on the board and social media
 - Information stations: open to use from diverse organizations to encourage connections

Goal 3: Tourist information for the fall, winter, and spring seasons

This goal can be implemented in the following ways:

- Static displays of
 - Community tourism resources
 - Community special events that are annual with dates
 - Marketing displays for Snowmobiling, Fishing, Lodges, Hotels, Etc.
- Dynamic Displays of
 - Marketing materials of regional natural resources

- New special events with a regional focus
- Showcases of unique area tourism resources
- Marketing materials
 - QR code kiosks with links to information on every poster
 - Physical materials (brochures, etc)
 - Resources from businesses

Community Consultation

For this process to be successful, a robust and interactive community consultation process will be required. As the center is primarily designed to welcome residents, consultation from the primary users as well as potential users in the community is paramount. This community consultation should focus on the look and feel as much as it should focus on what type of information should be conveyed and how. Much of the groundwork for this has already been completed in the draft of the Wawa Recreation Plan, which can be used as a good starting point for design work. This information shall then be passed to a designer, who can mock up some plans to then be re-shared with the community for final approval. Some community consultation ideas include:

- Kiosk style interactive system for residents to indicate their preference for:
 - Materials
 - Color scheme
 - Information
 - Presentation
 - Dynamic displays
- Small group interaction with existing user groups within current recreation sessions
- Digital information gathering through surveys and social media
- Staff interactive sessions with multiple departments represented

This consultation would provide valuable data for a design direction. This would then be given to a design consultant to produce final works.

Budget

This project would occur alongside the larger Modernization Project in 2 phases: Design and Build.

The Design phase would be budgeted at \$25,000 and include the creation of a new layout, the identification of technology supports, the creation of marketing materials, and the creation of a final report with key deliverables for the next stage

The Build phase would use the report created in the previous stage and complete the key deliverables. This is budgeted at \$125,000 to include the purchase and installation of the communication supports and additional hardware for the Lobby. It would also include the installation of an outdoor sign for an additional \$50,000.