



Rempel Engineering & Management Ltd.

201-1809 Lorne Avenue, SASKATOON, SK S7H 1Y5 (306) 343-8737
200-70 17th Street West, PRINCE ALBERT, SK S6V 3X3 (306) 764-8623

BHP Technical Training Centre Tenant Improvements

10225 8th Avenue, Humboldt, SK

Request for Proposals for Construction Management Services

Owner:

Carlton Trail College 611 – 17th Street
Humboldt, SK S0K 2A0

RFP Issue Date: June 18, 2026

PROCUREMENT AND CONTRACTING REQUIREMENTS

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END OF SECTION

1.0 OVERVIEW

Carlton Trail College (CTC) along with BHP and the Government of Saskatchewan have partnered to invest in a major expansion of Carlton Trail College's campus in Humboldt, SK. The new BHP Technical Training Centre will be located in the former Peavy Mart building located at 10225 8th Avenue in Humboldt, SK.

The project will transform the existing 2,111 sq.m. (22,725 sq.ft.) building into a modern, flexible learning centre designed to adapt to evolving training needs. CTC will use the space to deliver high-quality programs that help meet rising workforce demand in a region where there is strong growth in the mining, manufacturing, agriculture and health care sectors.

With renovations beginning this summer and officially open in Fall 2027, this facility is critical to meet the skilled labor demands of the nearby Jansen Potash Mine and other regional industries.

CTC is seeking proposals from experienced Construction Management (CM) companies for the upcoming planned renovations. The successful proponent will be expected to enter into a "CCDC 5B Construction Management Contract for Services and Construction" contract and be prepared to start work on the project immediately.

1.1 RFP TIMETABLE

- RFP Issued – June 18, 2026
- Deadline for Questions – June 30, 2026
- Submission Deadline – July 8, 2026
- Review of Proposals – July 10 – 13, 2026
- Interviews – July 20 - 22, 2026
 - Interview will be conducted with the top three proponents
- Construction Manager Award– July 24, 2026
- Completion Date – July 31, 2027

1.2 OTHER KEY MILESTONES

- Class C Estimate – August 3, 2026
- Partial Occupancy (Welding Shop)– November 2026 to April 2027
- Substantial Completion – June 2027
- Full Occupancy July 2027

2.0 GENERAL

2.1 OWNER

Carlton Trail College
611-17th Street
P.O. Box 720
Humboldt, SK S0K 2A0

2.2 PROJECT

BHP Technical Training Centre – Tenant Improvement Construction Management
Request for Proposals

2.3 LOCATION

10225 8th Avenue
Humboldt, Saskatchewan

2.4 PRIME CONSULTANT

Rempel Engineering & Management Ltd.
1212 8th Street East
Saskatoon, Saskatchewan
S7H 0S6
Tel: 306-343-8737

2.5 SUBCONSULTANTS

- .1 Mechanical Subconsultant
KB Engineering
5221 20 Thomlinson Avenue
Red Deer Alberta, T4P 3C7

- .2 Electrical Subconsultant
KB Engineering
5221 20 Thomlinson Avenue
Red Deer Alberta, T4P 3C7

2.1 REQUEST FOR PROPOSAL

- .1 Secure electronic Construction Management (CM) Request for Proposals (RFP) will be received by the Rempel Engineering until **2:00 P.M. Saskatchewan Time, July 8, 2026** and will be opened thereafter in accordance with the RFP documents.
 - .1 Submit RFP and related documents, in PDF format, via email to Rempel Engineering:
Email: reception@rempeleng.ca
Subject Line: **BHP Technical Training Centre – Tenant Improvement CM, RFP**
- .2 The official RFP closing time will be determined by the reception desk clock at the RFP closing location.
- .3 RFPs received after the specified bid closing time will be deleted unopened.
- .4 RFPs may be adjusted via email up to the noted closing time and date.
 - .1 Submit adjustments to: reception@rempeleng.ca
Subject : **BHP Technical Training Centre – Tenant Improvement CM, RFP**
- .5 The Owner reserves the right to extend the RFP closing time or cancel the RFP call by addendum.
- .6 Proposals will be opened promptly after the RFP closing time, at the specified RFP closing location.
- .7 RFP results will be disclosed at the Owner’s discretion. Such disclosure will not imply that the RFPs received are compliant or that a contract will be awarded to the lowest or any Proponent.

2.2 RFP DOCUMENT AVAILABILITY

- .1 RFP Documents are made available in electronic form only for the purpose of obtaining proposals for this project. It does not confer a license to use the Proposal Documents for any other purpose.

2.3 EXAMINATION OF RFP DOCUMENTS

- .1 Examine the RFP Documents and promptly notify the person designated to receive inquiries of any perceived errors, omissions, conflicts or discrepancies in the Proposal Documents.

2.4 SITE EXAMINATION

- .1 There will be no site tour. The following 3D scan is available online to view the various spaces throughout the building. Double click to enter the 3D model. Once inside the building there are various tools on the bottom, left hand corner, for navigation within the 3D scan. The link to the 3D scan is:

<https://my.matterport.com/show/?m=jErGz3QGRpL>.

The password is Rempel

2.5 TAXES

- .1 Include in proposal price all taxes and customs duties in effect at the time of the bid closing, except for Value Added Taxes as defined in the CCDC standard form of contract.

2.6 PROPOSAL ENCLOSURES

- .1 In addition to main proposal, proposals shall include the following:
 - .1 Fee Structure
 - .2 Proposed Schedule / Gantt Chart
 - .3 Confirmation of General Liability Insurance as per CCDC41e2020
 - .4 Proof or registration and achievement of a Certificate of Recognition (COR) as provided by the Saskatchewan. In lieu of COR certification bidders may also submit owner approved safety program and safety manual.

2.7 PROPOSAL IRREGULARITIES

- .1 Proposals that are improperly prepared, signed or submitted contrary to these Instructions to Proponents, or that contain added conditions or other irregularities of any kind, may, at the Owner's discretion, be rejected as non-compliant.
- .2 The Owner may accept or waive a minor and inconsequential irregularity. The determination of what is, or is not, a minor and inconsequential irregularity, the determination of whether or not to accept or waive such an irregularity, and the final determination of whether the proposal is compliant, will be at the Owner's sole discretion.

2.8 RFP ACCEPTANCE

- .1 The lowest or any RFP will not necessarily be accepted, and the Owner may reject any and all proposals.
- .2 The Contract will be established if and when the successful Proponent receives from the Owner a written notification accepting the RFP without any conditions. If the Owner's written notification accepting the RFP contains, or is subject to, any conditions, the Contract will be established if and when the Proponent accepts all such conditions in writing or when the parties execute the agreement.

2.9 INTERPRETATION AND MODIFICATION OF RFP DOCUMENTS

- .1 If an inquiry requires an interpretation or modification of the RFP Documents, the response to that inquiry will be issued in the form of a written Addendum only, to ensure that all Proponents base their proposals on the same information.
- .2 Replies to inquiries or interpretations or modifications of the RFP Documents made by email, verbally, or in any manner other than a written Addendum, will not form part of the RFP Documents and will not be binding.

2.10 ADDENDA

- .1 Addenda may be issued to modify the RFP Documents in response to Proponent inquiries or as may be considered necessary.
- .2 All addenda issued during the RFP period will become part of the RFP Documents.
- .3 No addenda will be issued later than four (4) Working Days before the RFP closing time.
- .4 Each Proponent shall ascertain before RFP submission that it has received all addenda issued during the RFP period and shall indicate the addendum number(s) of all addenda received.

2.11 INQUIRIES

- .1 **Direct all inquiries in writing, via e-mail to:**

Doug Zolinski - Project Manager
Rempel Engineering
E-mail: dez@sasktel.net

- .2 Submit inquiries as early as possible in the RFP period and not less than 4 Working Days before the RFP closing time. Inquiries received after this time may not receive a response.

END OF SECTION

Project: **BHP Technical Training Centre
Tenant Improvements
10225 8th Ave.
Humboldt, Saskatchewan. S0L 2K0**

From (Proponent): _____
(business name)

(street address or postal box number)

(city/town, province, and postal code)

To (Owner):
Carlton Trail College
611-17th Street
P.O. Box 720
Humboldt, SK S0K 2A0

We, the undersigned, having examined the RFP Documents for the above named project/contract, including Addendum Number(s) _____, and having visited the Place of the Work, hereby offer to perform the Work in accordance with the RFP Documents declare that:

1. we are qualified to perform the Work in accordance with the RFP Documents and our Fee Structure covers all of our obligations and things necessary for the performance of the Work,
2. we have arrived at this proposal without collusion with any competitor,
3. all RFP form supplements called for by the RFP Documents form an integral part of this proposal, and
4. this RFP is open to acceptance by the Owner for a period of 30 calendar days from the RFP closing time.

Signatures

Signed and submitted by:

(business name)

(name and title of authorized signing representative)

(signature of authorized signing representative)

(name of witness, if business is sole proprietorship)

(signature of witness, if business is sole proprietorship)

(name and title of authorized signing representative)

(signature of authorized signing representative)

Dated this _____ day of _____, 20_____.

END OF SECTION

1.1 FORM OF CONTRACT

- .1 The form of Contract, including the Agreement, Definitions, and General Conditions is CCDC 5B Management Contract – For Services and Construction.

1.2 CONTRACT COPYRIGHT AND AVAILABILITY

- .1 The CCDC form of Contract is a copyrighted document published by the Canadian Construction Documents Committee. It is incorporated into these Bid Documents by reference. It is available for purchase from any CCDC document outlet. Refer to ccdc.org.

1.3 CONTRACT PREPARATION FOR SIGNING

- .1 The Consultant will prepare two copies of the form of Contract for signing by the Contractor and the Owner after notice of award. Each copy will be comprised of the CCDC form of Contract with a CCDC copyright seal affixed, with a completed Agreement form, and with other Contract Documents referenced or appended.

END OF SECTION

APPENDIX A

Guidelines for Proposal

1. A Table of Contents
2. A description of the duration and extent of your company's experience competence and reliability in completing similar projects
3. Proposed methodology for execution of the Project. The Proponent should identify project risks and potential solutions and shall clearly indicate any requirement that cannot be met in its entirety.
4. A proposed construction schedule starting from contract award to 100% completion of the project.
5. A copy of your Saskatchewan Construction Safety Association certificate of recognition. (COR) or equivalent certificate from a corresponding jurisdiction or copy of Proponents Safety Manual.
6. Submission of relevant references. Provide a minimum of two (2) references for similar projects completed within the last five (5) years, to include: name of project, company name, contact name, title and contact information.
7. Proponent information.
8. Confirmation of General Liability Insurance as per CCDC41

Selection Process

Proposals will be evaluated based on the following criteria:

Points Available

- 1) CORPORATE PROFILE AND PROJECT TEAM / QUALIFICATIONS **20**
 - Corporate structure and ownership
 - Corporate reputation. Service history and ability to provide on-site service in a timely fashion.
 - Relevant personnel: Site Supervisors, Foreman, Project Managers etc., experience, training, competence and reliability in working in similar work environments.
 - Markets served/amount of construction over the past year.
 - Proposed Project Manager qualifications/experience
 - Ability to meet project timelines. Including anticipated constructions start date after contract is awarded.

- 2) FEE STRUCTURE..... **20**
 - Proposed fee
 - Hourly rates for project team as per Appendix C.

- 3) EXPERIENCE..... **25**
 - Provide a minimum of two (2) references for similar projects completed within the last five (5) years, to include: name of project, company name, contact name, title and contact information.

- 4) PROPOSAL..... **10**
 - Contractual terms proposed by proponent.
 - Acceptance of preferred Contractual Provisions.
 - Format that is clear and comprehensive.
 - Other relevant factors the Carlton Trail College may consider appropriate to its evaluation.

- 5) APPROACH AND METHODOLOGY **25**
 - Understanding of scope of Project and Work.
 - Design Development
 - Construction execution plan.
 - Identified project risks and potential solutions.
 - Inclusiveness, quality, and duration of proposed warranty including any additional manufacturer warranties and any after-warranty support programs.
 - Proposed methodology for the work.
 - Training/implementation support where required.

TOTAL OF 100

**ALL PROPONENTS WILL BE SCORED USING THE ABOVE FORMAT.
THE TOP THREE SCORING PROPONENTS WILL BE MOVE ON TO THE
INTERVIEW PROCESS.**

END OF SECTION

APPENDIX B

The Construction Manager is to provide the following general services:

Pre Construction and General Services (Including Design and Tender Phase)

- Provide advice and services to assist the Prime Consultant, Sub-Consultants and the Owner in developing final design/construction drawings for the, preparing tenders, and executing construction for the. BHP Technical Training Centre – Tenant Improvements as noted in the RFP.
- Once design drawings have been prepared, Proponent will submit a Class C cost estimate relating to the Project.
- Represent the Owner for the tendering, awarding, contracting, and administering of all aspects of construction.
- Identify and report risks throughout the Project. Monitor and mitigate risks.
- Oversee, supervise and coordinate all aspects of construction related to the tenant improvements as per construction drawings and specifications.
- Provide monthly progress reports.
- Monitor project cost for the duration of the project and seek the Owners written approval prior to completing additional work or work related to Change Orders.
- At the request of the Owner, the Project Manager or the Prime Consultant, the CM Project Manager shall attend Project meetings, including but not limited to meetings between any of the following: the Prime Consultant, Subcontractors, the Project Manager, neighboring property owners, utilities, other Project stakeholders and applicable governmental authorities.
- Make recommendations to the Project Team regarding the scope of work and work to be performed by the CM's own forces to help the schedule, achieve best value.

Construction Phase

The Construction Manager is to provide the following services with respect to the Construction Phase. This includes, but is not limited to:

- Manage and coordinate all subtrade work on-site to expedite the Project.
- Schedule and coordinate all inspections required by Authorities Having Jurisdiction
- Schedule and chair regular bi-weekly construction meetings in attendance of the Project Manager and the Prime Consultant.
- Prepare and update construction schedule for the duration of the project
- Submit to the Prime Consultant monthly Progress Payment requests and include appropriate WCB clearances and Statutory Declarations when required.
- Maintain clean and safe work site. keeping the site

Post Construction

The Construction Manager is to provide the following services with respect to the Post Construction Phase. This includes, but is not limited to:

- Prepare final Construction Cost report.
- Assist Carlton Trail College and the consultants in conducting a post-construction occupancy inspection, which shall include the correction and status of all outstanding deficiencies and commissioning items.
- Provide all relevant project documentation and materials, including but not limited to: Operating and Maintenance Manuals, Product Warranties and Guarantees, within 30 days of occupancy.

APPENDIX C

Fees for Construction Management Services

Pre Construction – Design assistance, Tendering (fixed Fee) \$_____

Construction Management Fee

- Percentage fee of _____% of estimated Construction Budget \$_____ (Fee shall be based on an initial budget of \$1.5M)

Post Construction & Project Close-out \$_____

Construction Manager Employee Hourly Rates

- Project Coordinator \$_____
- Project Manager \$_____
- Site Superintendent \$_____
- Journeyman \$_____
- Labourer \$_____
- Safety Coordinator \$_____
- Scheduler \$_____
- Administration \$_____
- _____ \$_____
- _____ \$_____
- _____ \$_____

APPENDIX D

CCDC 41

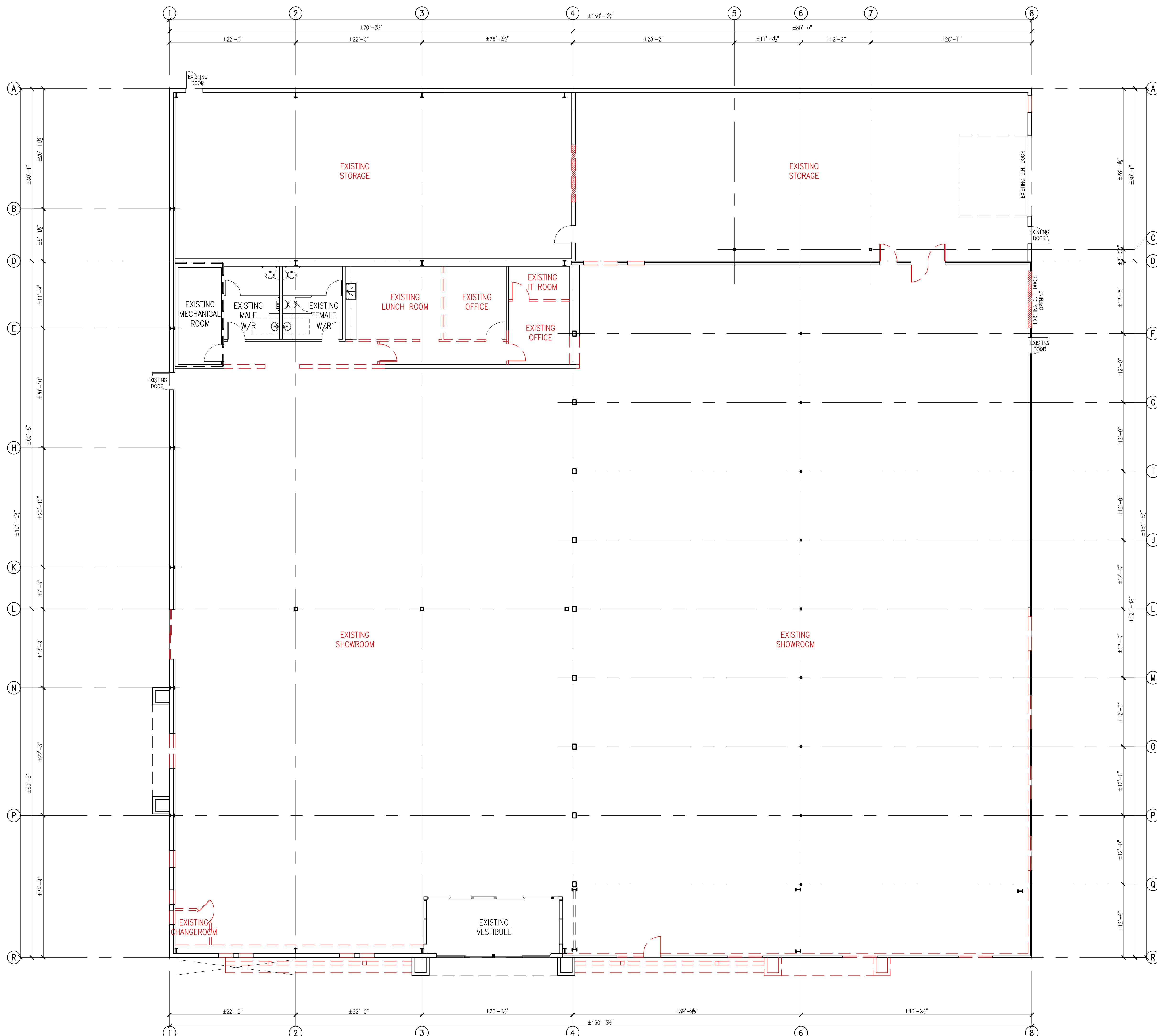
CCDC INSURANCE REQUIREMENTS

PUBLICATION DATE: December 14, 2020

1. General liability insurance shall be with limits of not less than \$10,000,000 per occurrence, an aggregate limit of not less than \$10,000,000 within any policy year with respect to completed operations, and a deductible not exceeding \$10,000. The insurance coverage shall not be less than the insurance provided by IBC Form 2100 (including an extension for a standard provincial and territorial form of non-owned automobile liability policy) and IBC Form 2320. To achieve the desired limit, umbrella or excess liability insurance may be used. Subject to satisfactory proof of financial capability by the *Contractor*, the *Owner* may agree to increase the deductible amounts.
2. Automobile liability insurance in respect of vehicles that are required by law to be insured under a contract by a Motor Vehicle Liability Policy, shall have limits of not less than \$10,000,000 inclusive per occurrence for bodily injury, death and damage to property, covering all vehicles owned or leased by the *Contractor*. Where the policy has been issued pursuant to a government-operated automobile insurance system, the *Contractor* shall provide the *Owner* with confirmation of automobile insurance coverage for all automobiles registered in the name of the *Contractor*.
3. Manned Aircraft and watercraft liability insurance with respect to owned or non-owned aircraft and watercraft (if used directly or indirectly in the performance of the *Work*), including use of additional premises, shall have limits of not less than \$10,000,000 inclusive per occurrence for bodily injury, death and damage to property including loss of use thereof and limits of not less than \$10,000,000 for aircraft passenger hazard. Such insurance shall be in a form acceptable to the *Owner*.
4. Unmanned aerial vehicle liability insurance with respect to owned or non-owned aircraft (if used directly or indirectly in the performance of the *Work*), shall have limits of not less than \$5,000,000 per occurrence or accident for bodily injury, death and damage to property or such amounts as required by any applicable law or regulation.
5. "Broad form" property insurance shall have limits of not less than the sum of 1.1 times *Contract Price* and the full value, as stated in the *Contract*, of *Products* and design services that are specified to be provided by the *Owner* for incorporation into the *Work*, with a deductible not exceeding \$10,000. The insurance coverage shall not be less than the insurance provided by IBC Forms 4042 and 4047 or their equivalent replacement. Subject to satisfactory proof of financial capability by the *Contractor*, the *Owner* may agree to increase the deductible amounts.
6. Boiler and machinery insurance shall have limits of not less than the replacement value of the permanent or temporary boilers and pressure vessels, and other insurable objects forming part of the *Work*. The insurance coverage shall not be less than the insurance provided by a comprehensive boiler and machinery policy including hot testing and commissioning.
7. Contractors' equipment insurance coverage written on an "all risks" basis covering *Construction Equipment* used by the *Contractor* for the performance of the *Work*, shall be in a form acceptable to the *Owner* and shall not allow subrogation claims by the insurer against the *Owner*. Subject to satisfactory proof of financial capability by the *Contractor* for self-insurance, the *Owner* may agree to waive the equipment insurance requirement.
8. Contractors' Pollution liability insurance shall have limits of not less than \$5,000,000 per occurrence for bodily injury, death and damage to property.


Association of
Canadian
Engineering
CompaniesCanadian
Construction
AssociationConstruction
Specifications CanadaThe Royal Architectural
Institute of Canada

APPENDIX E



B2.1 EXISTING/DEMO FLOOR PLAN
1/8"=1'-0"

CONSULTANT:



Rempel Engineering & Management Ltd

SASKATOON PRINCE ALBERT
 1212 8TH ST. EAST 200-70 17TH ST. WEST
 SASKATOON, SK. PRINCE ALBERT, SK.
 (306) 343-8737 (306) 764-8623

WWW.REMPELENG.CA

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00 00 00

NOT FOR CONSTRUCTION

| REV. | DATE | COMMENTS |
|------|----------|------------------------|
| F | 26/06/17 | ISSUED FOR RFP |
| E | 26/06/15 | ISSUED FOR CODE REVIEW |
| D | 26/04/21 | ISSUED FOR CODE REVIEW |
| C | 26/04/09 | ISSUED FOR REVIEW |
| B | 26/03/26 | ISSUED FOR REVIEW |
| A | 26/03/03 | ISSUED FOR REVIEW |

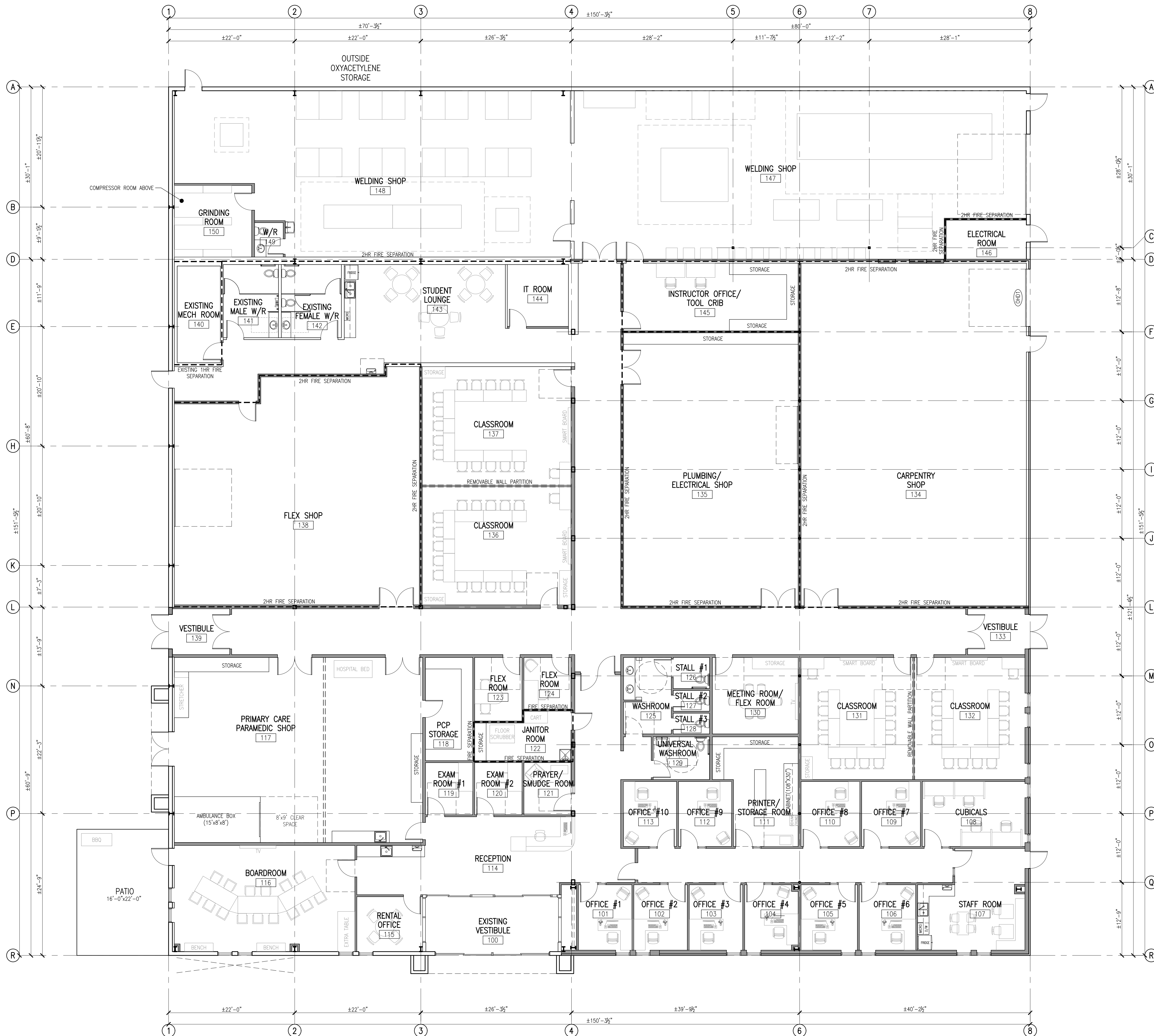
CLIENT:
CARLTON TRAIL COLLEGE
 HUMBOLDT, SASKATCHEWAN

PROJECT:
BHP TECHNICAL TRAINING CENTRE - T.I.
 10225 8TH AVENUE, HUMBOLDT, SASKATCHEWAN

DRAWING NAME
EXISTING/DEMO FLOOR PLAN


PROJECT No.: 26-15779
 DRAWN/DESIGNED BY: KG/

SCALE: AS NOTED
 DWG. No. **B2.1**



1 NEW FLOOR PLAN
1/8" = 1'-0"

NOTE: ALL DIMENSIONS IN RELATION TO EXISTING STRUCTURE ARE TO BE ±. CONTRACTOR MAY NEED TO ADJUST WALL LOCATIONS TO CONCEAL COLUMNS IN WALLS. NOTIFY REM IF ANY SIGNIFICANT DISCREPANCIES ARE FOUND.

CONSULTANT:

Rempel Engineering & Management Ltd
 SASKATOON PRINCE ALBERT
 1212 8TH ST. EAST 200-70 17TH ST. WEST
 SASKATOON, SK. PRINCE ALBERT, SK.
 (306) 343-8737 (306) 764-8623
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| C | 26/04/09 | ISSUED FOR REVIEW |
| B | 26/03/26 | ISSUED FOR REVIEW |
| A | 26/03/03 | ISSUED FOR REVIEW |

CLIENT:
CARLTON TRAIL COLLEGE
 HUMBOLDT, SASKATCHEWAN

PROJECT:
BHP TECHNICAL TRAINING CENTRE - T.I.
 10225 8TH AVENUE, HUMBOLDT, SASKATCHEWAN

DRAWING NAME
NEW FLOOR PLAN

PROJECT No.: 26-15779
 DRAWN/DESIGNED BY: KG/

SCALE: AS NOTED
 DWG. No. **B2.2**