



# SIoux LOOKOUT

## Hub of the North

The Corporation of the  
Municipality of Sioux Lookout

25 Fifth Avenue, P.O. Box 158

Sioux Lookout, Ontario • P8T 1A4  
Telephone: (807) 737-2700

### Development Services Department

**Date:** June 8 2026

**Dear Sir/Madam:**

**Re: Request for Quotation No. Q018-2026 – Installation of Shower Facility at Sioux Lookout Fire Hall**

This notice is to inform you that the Municipality of Sioux Lookout is seeking quotes for the following contracted service(s):

Installation of a Shower Facility within the Existing Washroom at the Sioux Lookout Fire Hall

**Project Location:** Sioux Lookout Fire Hall, Sioux Lookout, Ontario

#### Project Overview

The Municipality intends to install a complete fiberglass shower unit within an existing washroom at the Sioux Lookout Fire Hall. The work will involve tying into existing plumbing infrastructure, which has been pre-identified and marked on site.

The project will require modification of the existing concrete floor to accommodate drainage and venting, as well as extension of existing water service lines to supply hot and cold water to the new fixture.

#### Scope of Work

The Contractor shall:

- Supply and install a complete 5' fiberglass shower unit, including base, walls, fixtures, and all required plumbing components
- Provide a slip-resistant shower base suitable for commercial/institutional use
- Install the shower within the existing washroom space
- Tie into existing plumbing infrastructure as marked on site
- Cut, remove, and properly dispose of sections of the existing concrete floor as required to facilitate installation of drainage and venting
- Install all necessary drain lines, traps, and venting in accordance with applicable codes
- Patch and restore the concrete floor to a finished condition following installation
- Extend and connect to existing hot and cold water service lines within the building
- Supply and install all piping, fittings, valves, and associated materials required for a complete and functional installation

- Ensure proper slope, drainage, and waterproofing of the shower area
- Ensure all work meets the Ontario Building Code and applicable plumbing standards
- Coordinate work to minimize disruption to Fire Hall operations
- Take away all debris and leave the site clean upon completion

### **Drawings / Site Conditions Disclaimer**

Existing plumbing tie-in locations have been identified and marked; however, proponents are responsible for verifying all site conditions prior to submission.

No formal engineered drawings are provided. Contractors shall base their quotations on a site visit and the general scope outlined herein. The Municipality reserves the right to refine or adjust scope details prior to award.

### **Important Requirements**

- A site visit is strongly recommended for all contractors to perform necessary measurements and assessments
- Contractors shall arrange for a site inspection with the undersigned prior to submission
- The successful contractor must apply for and obtain all required permits in accordance with the Ontario Building Code (OBC)
- All work must comply with the Ontario Building Code and all applicable regulations
- Work must be completed by qualified and licensed tradespersons
- All materials and installation methods must meet industry best practices
- Work shall be coordinated with Municipal staff to ensure operational continuity of the Fire Hall

### **Attachments:**

- Building Plans
- Site drawing

### **Contractor Requirements**

The Contractor must:

- Have up-to-date liability insurance
- Be WSIB compliant
- Following all Occupational Health and Safety Act requirements

### **Submission Requirements**

Quotes must include:

- Total project cost (including all labour, materials, and equipment)
- Description of proposed materials and installation methods
- Proposed timeline for completion

- Confirmation of ability to install a fiberglass shower unit and tie into existing plumbing
- Warranty information (if applicable)
- Proof of qualifications and relevant experience
- References for similar completed projects
- Confirmation of compliance with all applicable codes and standards
- Acknowledgement of any addenda issued

### **General Conditions**

This Request for Quotation (RFQ) creates no obligation on the part of the Municipality to award a contract. The Municipality reserves the right to accept or reject any and all quotes, in whole or in part, and to negotiate in any manner deemed appropriate to best serve the interests of the Municipality.

The lowest or any quote will not necessarily be accepted. The Municipality reserves the right to waive irregularities and informalities and to award the contract in its sole discretion.

### **Submission Deadline**

Quotes shall be submitted clearly marked:

**“Q018-2026 – Fire Hall Shower Installation”**

By: **June 29<sup>th</sup> 2026**

To:

Andrew Culham  
Development Services Department  
Municipality of Sioux Lookout  
PO Box 158, 25 Fifth Avenue  
Sioux Lookout, ON P8T 1A4  
Email: [aculham@siouxlookout.ca](mailto:aculham@siouxlookout.ca)

Thank you for your interest. We look forward to receiving your quote.

Sincerely,

### **The Corporation of the Municipality of Sioux Lookout**

Andrew Culham  
Building and Property Compliance Supervisor  
Municipality of Sioux Lookout