Request for Pre-Qualification

Castlegar & District Arena and Walking Track

RFPQ No.: PRJ25033-R1

RFPQ KEY INFORMATION

Summary of the Request	The Regional District of Central Kootenay ("**RDCK**") invites Responses from professional, qualified, and experienced Design-Build firms interested in being pre-qualified to participate in a subsequent Request for Proposals for the Castlegar & District Arena and Walking Track Project. The Project is generally described as the design and construction of a new arena with an NHL-size ice rink, and overhead walking track, integrated with the existing Castlegar & District Community Complex. Through this RFPQ, the RDCK intends to shortlist Respondents for a possible Stage 2 NRFP. The maximum design-build contract price for the Project is up to $15,000,000, including PST and excluding GST, net of the value attributed to primary facility naming rights in accordance with the procurement framework described in this RFPQ. For clarity, this maximum design-build contract price is intended to be an all-inclusive contract price ceiling, and any subsequent Stage 2 Price B submission must include the Proponent's allowance for design development, coordination, contingencies, escalation, and all other risks and costs that are to be borne by the Design-Builder under the contract. This Project is highly conditional and remains subject to multiple approvals that have not yet been obtained, including, without limitation, service establishment bylaw approval, loan authorization bylaw approval, any required Inspector of Municipalities approval, voter assent through referendum, and final Board approval of the design-build contract. This RFPQ initiates a procurement process in advance of those approvals. The Project will not proceed unless and until all required approvals are obtained. Respondents should consider this conditionality when deciding whether to participate.
Stage 1: RFPQ Timeline	Issue of RFPQ: **May 28, 2026** Deadline for Questions: **June 17, 2026** at 2pm **PT** Deadline for Issuing Addenda: **June 22, 2026** at 2pm **PT** RFPQ Closing Date and Time: **June 26, 2026** at 2pm **PT** Evaluation & Shortlisting: **June 29, 2026 to July 5, 2026** Commission Approval of Qualified Respondents: **July 7, 2026** Board Approval of Qualified Respondents: **July 16, 2026**
Stage 2:	The current anticipated timeline for the subsequent procurement:

Anticipated Subsequent Procurement Timeline	Issue of NRFP:	**July 17, 2026**
	NRFP Closing Date:	**September 18, 2026**
	Evaluation and Selection of Lead Proponent**:**	**September 18, 2026 to September 25, 2026**
	Commission Approves Lead Proponent:	**September 28, 2026**
	Board Approves Lead Proponent:	**September 30, 2026**
	Contract Award:	**October 31, 2026**
	Public Engagement:	**October 23, 2026 to November 28, 2026**
	Referendum:	**November 28, 2026**
	Board Approval of Referendum Result and Notice to Proceed:	**December 17, 2026**
	Design Work Starts:	**January 2027**
	Construction Starts:	**Summer/Fall 2027**
	Anticipated Project Completion:	**Spring 2029**
	Note: The above are anticipated dates and as such are subject to change. The RDCK reserves the right to modify the timelines noted above at its discretion.	
Questions	Respondents must email their question(s) to the RDCK Representative, quoting the RFPQ number and name in the subject line, before the Deadline for Questions noted in the RFPQ Timeline above. Questions received after that time may not receive a response.	
RDCK Representative	AJ Evenson Senior Project Manager aevenson@rdck.bc.ca	
Virtual Information Meeting	Attending the virtual information meeting is **Optional** for Respondents prior to submitting a Response. The meeting is scheduled for: **Date June 9, 2026** **Location:** Teams Meeting **Time: 10:00 AM PT** **Microsoft Teams meeting** **Join:** https://teams.microsoft.com/meet/229836800028186?p=LJ4Q8aBJWTQASGBBzr **Meeting ID**: 229 836 800 028 186 **Passcode**: zd3JK2Uu Oral questions will be allowed at the meeting; however, questions of a complex nature, or questions where the Respondent requires anonymity, should be forwarded in writing to the RDCK Representative prior to the meeting.	
Site Visit	Respondents should examine the Site and Site visit information, and before submitting a Response, shall satisfy themselves as to the nature of the Site. Respondents must make their own arrangements to visit the Site prior to submitting their Response by emailing the RDCK Representative.	

Response Submission Instructions	1. Responses must be prepared using the RDCK Response Form. Respondents should seek pre-approval from the RDCK's Representative in order to submit additional information as an appendix to the Response Form.
	2. Responses must be submitted through the BC Bid website according to the processes and procedures to submit an "Electronic Bid". Respondents are encouraged to register significantly in advance of the closing date and to familiarize themselves with the electronic bid process and procedures. For more information visit the BC Bid website at https://www.bcbid.gov.bc.ca/.
	• Any Respondent requiring assistance with the use of the website is to contact BC Bid directly for support.
	• Email responses are not acceptable.
	• Electronic file names should include the following details:
	  ○ RFPQ Number;
	  ○ Name of the Respondent; and
	  ○ Total number of files included with the Response (i.e. 1 of 6, 2 of 6, 3 of 6, etc.).
	3. The main Response Form must be submitted in Microsoft Word format. All supporting documents must be submitted in PDF format.
	4. Respondents are responsible to allow ample time to complete the Response submission process and should ensure they receive a receipt confirmation email from the RDCK Representative prior to the Closing Date and Time.

Obtaining RFPQ Documents	RFPQ Documents are available for download from the RDCK's website: https://www.rdck.ca/EN/main/administration/bids-tenders.html. Printing of RFPQ documents is the sole responsibility of the Respondent.
Intent to Submit	Respondents intending to submit a Response should provide an email notification to the RDCK Representative. Respondents who do not provide an email notification may not be sent amendments or addenda. Respondents who send an intent to submit email are not obligated to submit a Response.
Amendment of a Response	Responses may be revised by written amendment, at any time up to, but not later than, the RFPQ Closing. An amendment should be signed by the same individual that signed the original submission or another authorized signatory. The amendment should indicate the change(s) only and should not be a full resubmission.
Withdrawal of a Response	Responses may be withdrawn at the request of an authorized representative of the Respondent by emailing the RDCK Representative prior to the Closing Date and Time for receiving Responses.

RFPQ DOCUMENTS

1 The complete set of Request for Pre-Qualification ("**RFPQ**") documents includes:

- Definitions (online)
- RFPQ Rules for Participation and Instructions for Respondents (online)
- Response Form (Provided as separate fillable Word document)
- This RFPQ Document
    - RFPQ Key Information
    - RFPQ Documents
    - Description of the Request
    - Review, Evaluation and Selection
    - Qualified Respondents List
    - Schedule A: Scope of Work
    - Schedule B: CDRD Expansion Space Requirements
    - Schedule C: 2026-02-23 CDRD Arena Expansion – Concept Design
    - Appendix A/ Information Item: Board-adopted Naming Rights Guidelines
    - Appendix B/ Information Item: Board-adopted Wood Integration Guidelines

DESCRIPTION OF THE REQUEST

2 **WORK** - The RDCK invites Responses from professional, qualified, and experienced Design-Build firms interested in being pre-qualified for the provision of the Work described in Schedule A of this RFPQ. The Work is expected to form the basis of a subsequent Request for Proposals to shortlisted Respondents only. The anticipated downstream contract form is CCDC 14 Design-Build Stipulated Price Contract, as amended by RDCK supplementary conditions. At the NRFP stage, the RDCK expects to issue the Owner's Statement of Requirements ("OSR"), being developed by HCMA Architecture + Design.

3 **EXCLUDED RESPONDENTS** - The RDCK's Consultant team for the project is as follows and subject to change:

Discipline	Proposed Consultant
Architectural	HCMA
Structural	RJC
Mechanical	AME
Electrical	AES
Civil	KWL
Envelope Input	Evoke
Code Input	LMDG

These Consultants are part of the RDCK's advisory / evaluation team and are therefore restricted from participating as Respondents or Respondent team members.

4 **PROCUREMENT –** It is the RDCK's intent to conduct the Procurement for the Work in two stages:

(a) **Stage 1 -** This RFPQ constitutes the first stage of the procurement process and is intended to identify and shortlist up to **two** of the highest-ranked Respondents ("**Qualified Respondents List**" or "**List**") for a possible subsequent competitive solicitation. However, the RDCK may elect to include more or fewer Respondents, at its sole and unfettered discretion. The size of the List will be decided on the basis of distribution of scores. If

there is a clear separation between a small number of top-ranked Respondents and other Respondents, the RDCK may decide to only add the former to the List. But if scores are clustered close together, the RDCK may expand the List to include all closely ranked Respondents.

(i) Issuance of this RFPQ does not obligate the RDCK to proceed with any further procurement.

(ii) Pricing is not required nor requested by Respondents to this RFPQ.

(iii) No ranking among Qualified Respondents, nor any scores attributed to them in Stage 1, will be carried forward to the Stage 2 Solicitation.

(iv) The Qualified Respondents List is specific to this Project and the "**Term of the List**" expires upon the earliest of: (A) completion of the Stage 2 NRFP process; (B) cancellation or abandonment of this procurement; or (C) 12 months from the date the List is formed. The RDCK may, in its sole and absolute discretion, extend the Term of the List for up to 12 additional months, by providing written notice to the Qualified Respondents prior to the expiry of the then-current Term. Any such extension shall be on the same terms and conditions as set out in this RFPQ, unless otherwise specified by the RDCK in the notice of extension. The RDCK is under no obligation to extend the Term.

(b) **Stage 2 -** The RDCK intends to invite the Qualified Respondents from Stage 1 to participate in a subsequent Negotiated Request for Proposals. Before proposal work begins, each Qualified Respondent will be required to execute a Participation Agreement. Subject to the terms of that agreement, each Qualified Respondent that submits a compliant Stage 2 proposal will receive an honorarium of $50,000. The Stage 2 NRFP is expected to include the OSR, naming-rights transfer terms, dual-price submission requirements, draft contract terms, and conditions precedent reflecting the Project's conditional approval path. The Stage 2 NRFP evaluation is intended to identify a preferred Proponent for conditional selection. The Project is conditional on Board approval of the final CCDC contract, voter assent, Inspector of Municipalities approval, and Board approval of the service establishment & loan authorization bylaws. Details regarding the consequences of the Project being cancelled at various stages will be set out in the NRFP.

(c) **Commercial Framework — Value Capture and Naming Rights** - Respondents are advised that the only value capture mechanism permitted in this procurement is primary facility naming rights. All other value capture methods are excluded, including facility revenue sharing, real estate and land development, advertising and digital rights, operational and facility management contracts, intellectual property and design replication, and financial engineering.

The completed facility must be delivered as an unencumbered public asset with full operational control and all operating revenue streams flowing to the RDCK, except only for the primary facility naming-rights mechanism described in this RFPQ and any subsequent solicitation.

If the RDCK proceeds to Stage 2 and ultimately awards a design-build contract, the successful Proponent will receive ownership of the primary facility naming rights for a term of twenty (20) to twenty-five (25) years from substantial completion, subject to the Board-adopted Naming Rights Guidelines incorporated in Appendix A of this RFPQ, and the terms of the final contract. The Board will retain approval authority over the application of any proposed facility name in accordance with those Guidelines. Sub-facility naming opportunities, including individual rinks, rooms, lobbies, and gathering spaces, are excluded from the Proponent's naming rights and are retained by the RDCK.

Respondents are further advised that the subsequent NRFP is expected to require dual-price submissions consisting of:

(i) **Price A** — base price without naming rights.
Price A is requested solely for the purpose of establishing a valuation of the naming rights opportunity and measuring the financial impact of any naming rights proposal. Price A will represent the Proponent's base price assuming no naming rights are granted.

(ii) **Price B** — price with naming rights transfer.
Price B must not exceed the maximum Design-Build contract price of up to $15,000,000, including PST and excluding GST. Price B must be a fully loaded design-build contract price and must include all amounts required by the Proponent to complete the Work and deliver the Project in accordance with the NRFP and contract documents, including all design contingency, coordination contingency, escalation allowance, and all other pricing and risk allowances that are not expressly identified as Owner-retained costs. Evaluation at Stage 2 is expected to be based on Price B.
For clarity, the naming-rights framework forms part of the downstream commercial structure of the procurement and does not constitute a separate scored criterion at Stage 1.

(d) **Design Objectives – Wood Integration -** The RDCK Board of Directors and the Castlegar & District Recreation Commission have adopted project-specific Wood Integration Guidelines, incorporated in Appendix B of this RFPQ, establishing wood integration as a valued design objective for this Project. The subsequent NRFP is expected to incorporate those Guidelines through the Owner's Statement of Requirements and the Stage 2 evaluation framework. Further information regarding this design objective is set out in Schedule A.

5 **ACCEPTANCE OF RFPQ TERMS AND CONDITIONS** - Respondents should read the complete set of RFPQ documents. By submitting a Response, the Respondent represents that it has read, understood, and accepted the terms, conditions, and process rules set out in the RFPQ Documents.

REVIEW, EVALUATION AND SELECTION

6 **REVIEW AND EVALUATION** - All Responses received prior to the RFPQ Closing will be reviewed and evaluated by or on behalf of the RDCK in accordance with the evaluation criteria set out in Sections 7-17 below (the "**Qualifications Evaluation Criteria**"). The RDCK will assess each Response to determine, in its opinion, which Respondents possess the suitable qualifications necessary to meet the needs of the RDCK. The RDCK will not consider the content of websites, online documents, or hyperlinks, even if URLs are provided in the Response, unless expressly requested in this RFPQ or pre-approved by the RDCK's Representative in writing prior to submission

7 **SELECTION PROCESS** - The RDCK intends to select and form a Qualified Respondents List consisting of up to two Qualified Respondents from the highest ranked Responses. However, the RDCK may elect to include more or fewer, at its sole and unfettered discretion, if the points assessed in ranking are either very close to or vary dramatically from the highest ranked response.

8 **MANDATORY CRITERIA** - The following criteria must be met by Respondents for their Response to be considered:

(a) **RESPONSE LANGUAGE** - The Response must be in English;

(b) **SUBMISSION DEADLINE** - The Response must be received as per the RDCK's Response Submission Instructions in the RFPQ's Key Information section before the Closing Date and Time;

(c) **RESPONSE FORMAT** - The Response must be received using the Response Form provided by the RDCK.

RDCK RIGHTS RESERVED - **REQUIREMENTS, CONFLICT OF INTEREST, LEGAL AND RELATED RISKS AND REFERENCES**

9 **VERIFICATION OF REQUIREMENTS -** The Respondent must complete the Verification of Requirements section of the Response Form. Without limiting the RDCK's right to reject a Response as contained elsewhere in this RFPQ, the

RDCK reserves the right to reject a Response where, in the RDCK's sole opinion, acting reasonable, the Respondent is unable to meet the RDCK's requirements identified in this section, including but not limited to where, in the RDCK's opinion, acting reasonably, the Respondent has failed to demonstrate adequate bonding capacity, financial resources, or financial stability to successfully perform the Work.

10 **CONFLICT OF INTEREST** - By submitting a Response, the Respondent warrants and represents that it has disclosed in the Response Form all current or past employment or other interests or relationships of the Respondent, its officers or directors, employees with authority to bind the Respondent that may create or lead to any actual, potential or perceived conflict of interest, unfair advantage, bias or reasonable apprehension of bias that would favor the Respondent, its officers or directors, employees with authority to bind the Respondent with respect to the procurement process.

For the purposes of this section, the term "Conflict of Interest" includes:

(a) in relation to the RFPQ process, the Respondent has an unfair advantage or engages in conduct, directly or indirectly, that may give it an unfair advantage, including but not limited to;

(i) having, or having access to, confidential information of the RDCK in the preparation of its Response that is not available to other Respondents;

(ii) communicating with any person with a view to influencing preferred treatment in the RFPQ process (including but not limited to the lobbying of decision makers involved in the RFPQ process; or

(iii) engaging in conduct that compromises, or could be seen to compromise, the integrity of the RFPQ process; or

(b) in relation to the Work contemplated in this RFPQ, the Respondent's other commitments, relationships or financial interests;

(i) could, or could be seen to, exercise an improper influence over the objective, unbiased and impartial exercise of its independent judgement, or

(ii) could be seen to, compromise, impair or be incompatible with the effective performance of its contractual obligations.

The RDCK may, in its sole discretion, disqualify a Response or cancel its decision to identify a Respondent as a successful Respondent at any time if the Response, in the sole discretion of RDCK, reveals a conflict of interest that cannot be managed, mitigated or minimized.

11 **LEGAL AND RELATED RISK -** By submitting a Response, the Respondent warrants and represents that it has disclosed in the Response Form any matter described below involving the Respondent, or any officer or director of the Respondent, or any predecessor entity, joint venture member, or proposed Core Project Team member with authority to materially influence delivery of the Work:

(a) any direct or indirect legal action against the RDCK, its elected or appointed officers, representatives or employees in relation to any matter, or if the RDCK has initiated legal action against any officers or directors of the Respondent;

(b) any current or pending litigation, arbitration, adjudication, or other formal dispute that could reasonably affect the Respondent's ability to perform the Work;

(c) any judgment, order, settlement, or material claim within the past five (5) years relating to project

delivery, breach of contract, professional negligence, bonding, labour and material payment, safety, fraud, or misrepresentation;

(d) any suspension, disqualification, debarment, or exclusion from bidding by any public-sector owner or regulatory authority within the past five (5) years; and

(e) any insolvency, receivership, bankruptcy protection, or similar proceeding within the past five (5) years.

The RDCK reserves the right, in its sole and absolute discretion, to reject a Response where, in the RDCK's opinion, acting reasonably, the disclosed or undisclosed circumstances indicate a risk to the successful performance of the Work. In determining whether to reject a Response under this section, the RDCK may consider the nature, severity, timing, and relevance of the matter, including whether it is likely to affect the Respondent's ability to perform the Work, collaborate with the RDCK and its representatives, or whether it presents a risk of increased administrative, legal, or financial burden to the RDCK.

12 **REFERENCES** - The Respondent must complete the Reference section of Response Form. References must be from a party external to the Respondent's organisation. Referees who are co-workers, supervisors, or other internal contacts will not be accepted. The RDCK reserves the right to contact referees on the Response Form, as well as references not provided to the RDCK, as well as to reject any Respondent if references, in the RDCK's sole opinion, are deemed to be unsatisfactory.

13 **WEIGHTED CRITERIA** - The RDCK will evaluate Responses by reference to:

Response Evaluation	Maximum Points to be Awarded
Relevant Corporate Experience	15
Core Project Team and Key Personnel	15
Organizational Capacity and Resources	5
Corporate - Total Points for Section	**35**
Project Understanding & Delivery Approach	15
Methodology for Connected Expansion, Phasing and Continuity	20
Technical Capability for Arena Systems, Integration & Delivery	15
Risk, Schedule and Cost Control Methodology	10
Technical - Total Points for Section	**60**
Innovation and Value Engineering	5
Value Add - Total Points for Section	**5**
TOTAL	**100**

14 **SCORING METHODOLOGY** - For each weighted sub-criterion in Section 13, the RDCK will assign a raw score on a scale of 0 to 5 using the guide below. The weighted score for each sub-criterion will be calculated by dividing the raw score by 5 and multiplying the result by the maximum points assigned to that sub-criterion.

0 – Unacceptable
No response, or the response fails to address the criterion in any meaningful way. The response provides no reasonable basis for evaluation.

1 – Poor
The response minimally addresses the criterion and contains major deficiencies, omissions, or weaknesses. It

provides very low confidence in the Respondent's ability to meet the criterion.

2 – Fair
The response partially addresses the criterion, but contains notable gaps, weaknesses, or limited supporting detail. It provides only limited confidence in the Respondent's ability to meet the criterion.

3 – Satisfactory
The response adequately addresses the criterion and demonstrates an acceptable ability to meet the criterion. Any weaknesses or gaps are minor and do not materially undermine confidence.

4 – Good
The response fully addresses the criterion, is clear and well supported, and exceeds the basic expectations for the criterion in one or more meaningful respects. It provides a good level of confidence in the Respondent's ability to meet the criterion.

5 – Excellent
The response comprehensively addresses the criterion, is particularly strong, clear, and well supported, and substantially exceeds expectations for the criterion. It provides a very high level of confidence in the Respondent's ability to meet the criterion.

15 **RESPONSE CLARIFICATION** - The RDCK may, at its discretion, request clarification or additional information from a Respondent with respect to any Response and the RDCK may make such requests to only selected Respondents. The RDCK may consider such clarifications or additional information in evaluating a Response

16 **INTERVIEW AND PRESENTATION** - The RDCK may, at its discretion, interview one or more Respondent or request a presentation from a Respondent with respect to any Response. The RDCK may use that information to score the evaluation.

17 **RDCK DISCRETION TO QUALIFY RESPONDENTS** - Notwithstanding the requirements in sections 7-16 the RDCK may, in its sole discretion, reject any and all Responses, or accept the Responses deemed most favourable in the interests of the RDCK. Responses which contain qualifying conditions or otherwise fail to conform to the instructions contained in this RFPQ may be disqualified or rejected. The RDCK may, however, in its sole discretion, reject or retain for its consideration Responses which are non-conforming because they do not contain the content or form required by the RFPQ, or for failure to comply with the process for submission set out in this RFPQ, whether or not such non-compliance is material.

QUALIFIED RESPONDENTS LIST

18 **NOTICE OF QUALIFICATIONS** - Notice of the short list of Qualified Respondents will be made by the RDCK to a Respondent in writing.

19 **RDCK'S USE OF THE QUALIFIED RESPONDENT LIST** - Notwithstanding the creation of the Qualified Respondents List, the RDCK may, in its sole and absolute discretion at any time, cancel, extend, update, expand or make a call to the marketplace to renew, replace or add to the List.

20 **ADDITIONS TO THE QUALIFIED RESPONDENT LIST** - Following this RFPQ, the RDCK may, in its sole and absolute discretion, invite, solicit, accept and consider responses from or requests by a company for inclusion on the Qualified Respondent List, at any time. Any such invitation or request will be subject to that party submitting information concerning their expertise, capabilities and resources to provide services to the RDCK consistent with the qualification criteria set out in this RFPQ. There is no assurance that the RDCK will require any further additions to the List or will accept any additional requests for inclusion.

21 **NOTICE TO RDCK OF CHANGES IN QUALIFICATIONS** - Qualified Respondents who are on the List must, during the List Term, immediately advise the RDCK if they are no longer authorized to practice or to provide the Work in the Province of British Columbia or if there has been a material change in any of the information contained in the Response they submitted in connection with this RFPQ.

22 **VOLUNTARY WITHDRAWAL FROM LIST** - A Qualified Respondent may have its name removed from the List by providing the RDCK with a written request to withdraw from the List.

23 **RDCK REMOVAL OF QUALIFIED RESPONDENT** - The RDCK may, in its sole and absolute discretion, remove a Qualified Respondent from the List after sending the Qualified Respondent notice of their removal in writing. The reasons for removal from the List may include, but are not limited to:

(a) The Qualified Respondent's unsatisfactory performance in a contract, as determined in the sole discretion of the RDCK;

(b) A material change in the Qualified Respondent's qualifications or ability which has occurred or of which the RDCK has become aware after it submitted a Response;

(c) The Qualified Respondent's failure to meet requirements for remaining on the List as set out in this RFPQ or as may be communicated by the RDCK from time to time; and the Qualified Respondent's breach of any conditions for qualification.

24 **DE-BRIEFING** - On request, the RDCK may, in its sole and unfettered discretion elect to provide a debriefing to any Respondent who is not selected for Pre-Qualification pursuant to this RFPQ**.**

SCHEDULE A: SCOPE OF WORK

1 PROJECT DELIVERY PERIOD — The RDCK anticipates that the Project, from execution of the CCDC 14 Design-Build contract through to substantial completion, will require approximately 18 to 24 months, subject to the complexity of the final design, permitting timelines, and construction sequencing with the existing CDRD Community Complex operations. The Contractor's warranty obligations will extend beyond substantial completion as provided in the CCDC 14 contract.

The Project will be subject to several conditions being satisfied, including voter assent through referendum, Inspector of Municipalities approval, Board approval of the loan authorization bylaw, and final Board approval of the contract. The RDCK anticipates contract execution in **Q3 2026** and the Work to start either **Q1 or Q2 2027**. Qualified Respondents will receive a detailed project schedule framework as part of the Stage 2 NRFP.

2 WORK – This section provides a high-level description of the Work for Castlegar & District Arena and Walking Track ("**Project**") that may be procured through a subsequent Negotiated Request for Proposals and that a Qualified Respondent, if selected and approved as Contractor, may provide and be responsible for ("**Work**").

(a) **PROJECT OVERVIEW**

(i) In 2024, the Castlegar & District Recreation Commission undertook public engagement to identify community priorities for the Castlegar & District Community Complex. The public identified a second sheet of ice and an indoor walking track in a new arena as a priority. The maximum public funding threshold identified through that engagement was up to $15 million. The RDCK hired HCMA in 2025 to prepare a concept design for the arena and walking track including the proposed interior renovations required (see Schedule C). This design identifies an expansion area of 8,096m2 which is the total of all phases of construction. Phase 1 includes all construction related to the building (2,925m2), the exterior space (1,275m2) and 40 parking stalls (TBDm2). Phase 2 includes the drop-off area, all remaining landscaping and additional parking lot development. Phase 2 work will be undertaken by the RDCK when additional funding is made available.

(ii) The Concept Design undertaken by HCMA should guide potential proponents regarding where and how the building and critical components must be sited in order to submit a compliant response. The RDCK is not open to alternative building locations or layouts. The Project is proceeding through procurement before borrowing approval. The Project remains subject to establishment of the necessary service and borrowing authority, any required Inspector of Municipalities review, voter assent, and final Board approval of any contract. The RDCK is using this two-stage procurement to test whether the market can deliver the facility within the maximum design-build contract price.

(iii) The primary objectives of this Project are as follows:

i. Deliver an arena that fits within the owner's budget and meets the programming needs identified.

ii. Enhances the general experience of the Castlegar & District Community (CDRD) Complex and the site.

iii. Maximizes operational efficiencies with the existing CDRD Complex.

iv. Maximizes programming opportunities

v. Creates a cohesive building expression with the existing CDRD Complex.

vi. Creates an interior and exterior architectural expression reflective of the Kootenays and the Castlegar Region, including the Wood Integration Design Objective in subsection (iv) below.

(iv) **Wood Integration Design Objective** - The RDCK Board of Directors and the Castlegar & District Recreation Commission have adopted project-specific Wood Integration Guidelines establishing wood as a valued design objective for this facility. Those Guidelines evaluate wood integration along a continuum, from architectural wood finishes and interior expression through hybrid structural systems to more extensive mass timber construction, without mandating a specific structural system

Accordingly, the Project is to be developed with consideration of wood integration as a design-quality objective, together with the Project's functional, operational, technical, schedule, and cost requirements. The subsequent NRFP is expected to incorporate the Wood Integration Guidelines through the Owner's Statement of Requirements and to assess wood integration as part of the Stage 2 design-quality evaluation. The CDRC and RDCK Board approved Wood Integration Guidelines stipulate that wood integration will represent 10% of the total Stage 2 evaluation score.

For clarity, wood integration is a project design objective and not a mandatory structural prescription at the RFPQ stage

(v) **Commercial Framework Note -** This Project is also subject to the RDCK's project-specific value-capture and naming-rights framework. Primary facility naming rights are the only permitted value-capture mechanism. The applicable commercial terms are described in Section 4 of this RFPQ and will be further defined in any subsequent solicitation and contract.

(b) **SCOPE OF WORK**

(i) The scope of this Project includes:

i. Design and new construction of arena expansion including a new arena with an NHL sized ice rink and overhead walking track, lobby, change rooms and support spaces; Refer to Schedule B for program requirements.

ii. Renovation to existing arena where noted.

iii. Tie-ins (for building systems) and seismic isolations from existing building, if required

iv. Demolition, if required.

v. Repair and make-good the existing facility, where demolition or other work modified the existing conditions.

vi. Phasing and sequencing to minimize impact on existing CDRD operations.

vii. All on-site work, unless specifically noted otherwise in the Contract Documents. On-Site is defined as work inside the legal property lines for this site.

viii. All on-site geotechnical improvements.

ix. Connections to off site services.

x. All design and consulting fees, unless noted otherwise in the Contract Documents.

xi. All contingencies and allowances required by the Design-Builder to complete the Project within the Contract Price, including contingencies for design development, design coordination, omissions, constructability, price escalation, market conditions, and all other project risks, unless specifically noted otherwise in the Contract Document.

(ii) The following scope is by others:

i. Remediation of contaminated material. Note that while removal of this material from site and remediation will be by others, excavation and separately stockpiling this material is included in the contract scope.

ii. FF&E Supply as required by the RDCK

The Design-Builder remains responsible for design coordination, structural supports and/or backing, electrical/plumbing/HVAC connections and site coordination of these items. Architectural plans are to show FF&E on plans for coordination.

iii. All quality control testing/inspections shall be included in the Contract scope, except specifically for the following, which shall be completed by the Owner:

1. Backfill compaction tests
2. Concrete cylinder tests
3. Steel weld tests and bolt inspection – for piles/structural steel
4. Roofing inspection to RCABC standards – 10 year warranty
5. Air tightness testing to meet BC Energy Step Code 2

iv. Geotechnical investigation to be provided by RDCK.

v. Environmental Investigations (if required) to be provided by RDCK.

vi. RDCK to provide a utility scan to confirm location of existing site utilities and location of sanitary connection. Relocation of utilities which conflict with the proposed arena to be relocated by the RDCK prior to construction.

3 Topographic survey to be provided by RDCK

4 HCMA Architecture + Design is developing the Owner's Statement of Requirements ("OSR") for the Project. The OSR is expected to be included in the subsequent NRFP issued to Qualified Respondents.

5 **BUDGET** - The maximum design-build contract price is up to **$15,000,000 (including PST / excluding GST), net of the value attributed to naming rights**. At the NRFP stage, this ceiling applies to **Price B**.

For clarity, this maximum design-build contract price is intended to be a **fixed all-inclusive contract price ceiling** for the Design-Builder's scope. Accordingly, the Proponent's proposed contract price must include all costs required to design and construct the Project in accordance with the Contract Documents, including all design and consulting fees, contractor overhead and profit, design development allowance, coordination allowance, escalation allowance, contingency, and all other allowances and risks to be borne by the Design-Builder, unless expressly identified in the Contract Documents as an Owner-retained cost.

Proposals with a Price B exceeding up to $15,000,000 will be non-compliant. Owner's costs outside the design-build contract scope — including owner's advisory consultants, legal fees, owner's testing and inspections, FF&E supply, and procurement costs — are funded separately by the RDCK and do not reduce the design-build contract price ceiling

6 PROJECT TEAM – The Contractor's Core Project Team, is not limited to, but must include:

(a) Architectural

(b) Structural

(c) Mechanical

(d) Electrical

(e) Envelope

(f) Code Review/Input

(g) Refrigeration

(h) Geotechnical

(i) Civil

The Contractor may propose additional Core Project Team members for consideration.

SCHEDULE B: CDRD EXPANSION SPACE REQUIREMENTS

	Program Components	Net Area	
		Area (SM)	Area (SF)
1	**Lobby**		
1.1	Lobby and Entry	180	1,938
		180	1,938
2	**Administration**		
2.1	Skate Shop	25	269
		25	269
3	**Arena**		
3.1	Ice sheet (200' x 85' with corner radius of 28')	1,545	16,630
3.2	Spectator/Off-rink area	640	6,889
3.3	Upper walking track	680	7,320
3.4	Mezzanine	255	2,745
		2,185	23,519
4	**Arena Support Spaces**		
4.1	Ice Resurfacing Unit Area	105	1,130
4.2	Storage for ice sheet	40	431
		145	1,561
5	**Change Rooms**		
5.1	Change Rooms x 5 @ 66sm/sf each	330	3,552
5.2	Officials Room x 1	30	323
5.3	First Aid Room	30	323
		390	4,198
	Building Total	**2,925**	**31,485**

6	**Exterior Space**		
6.1	Drop Off Zone (includes # stalls)	5 stalls	
6.2	Landscaped/paved outdoor area	1,275	13,724
6.3	Loading Area		0
		1,275	13,724

7	**Parking**	
7.1	Parking spaces (includes # stalls)	40 stalls

SCHEDULE C: 2026-02-23 CDRD ARENA EXPANSION – CONCEPT DESIGN

1 Schedule C: 2026-02-23 CDRD Arena Expansion – Concept Design is provided to Respondents as a separate attachment to this RFPQ document and is included in the RFPQ by reference.

APPENDIX A/INFORMATION ITEM: BOARD-ADOPTED NAMING RIGHTS GUIDELINES

1 The Naming Rights Guidelines adopted by the Board on March 19, 2026 are provided to Respondents as a separate attachment to this RFPQ document and are included in the RFPQ by reference.

APPENDIX B/INFORMATION ITEM: BOARD-ADOPTED WOOD INTEGRATION GUIDELINES

1 The Wood Integration Guidelines adopted by the Board on March 19, 2026 are provided to Respondents as a separate attachment to this RFPQ document and are included in the RFPQ by reference.