



STRATHCONA COMMUNITY LEAGUE HALL

Request for Qualification (RFQ)
Main Floor Renovation & Minor Exterior Alterations

Submission Deadline: September 4th, 2025 @ 4:00pm

Prepared by:

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Prepared for:

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COMMITTEE LEADS

SALLY HAMMELL
Vice President, Strathcona Centre
Community League

GORD LACEY
President, Strathcona Centre
Community League

DIALOG

DIALOG ASSOCIATES

JAN KROMAN
Architect AAA, BSc, M Arch, MRAIC

JEFFREY NELSON
BEnvD Arch

Strathcona Community League Hall Committee
10139 87 Ave NW,
Edmonton, AB T6E 2P3

Date Issued: August 21st, 2025

Project Title: Main Floor Renovation & Minor Exterior Alterations

Submission Deadline: September 4th, 2025 @ 4:00pm

Project Overview:

Strathcona Community League is located in Amiskwaciwâskahikan (Edmonton) on Treaty 6 territory and Region 4 of the Métis Nation of Alberta. We honour both the history and the continuing presence of the diverse Indigenous peoples of this place, in particular the local Papaschase First Nation as well as the many other communities of Nehiyawak, Nakota Sioux, Dene, Tsuut’ina, Anishnaabe, Niitsitapi and also Inuit and other Indigenous citizens living here today. We extend our appreciation for the opportunity to live and build community on this territory.

This is a living and evolving acknowledgment. We are making efforts to unlearn and learn in order to improve our relationship to the people and physical presence of this space. We welcome knowledge and ideas from all community members in Old Strathcona to make efforts towards a continued improvement in our relationships.

The Strathcona Community League is a volunteer-based, not-for-profit organization committed to providing facilities, organizational structure, activities and opportunities designed to enhance the quality of life and community spirit for Strathcona residents.

We are seeking a qualified contractor to undertake a significant renovation of our main floor space, alongside several modest exterior updates. The total budget allocated for this project is approximately \$1,000,000.

Scope of Work:

Interior Renovations:	Exterior Alterations:
<ul style="list-style-type: none"> > Flooring replacement > Reconfiguration of entryway and restrooms for accessibility and flow > Creation of dedicated nursery school space > Renovation of exiting canteen and tenant space > Electrical upgrades and plumbing modernization in support of the renovations 	<ul style="list-style-type: none"> > New double door, and several new windows > New exterior plaza (including ramp to adjacent athletic courts / rink) > Shed addition

Qualification Requirements:

Contractors must submit qualifications demonstrating:

- > Completion of **three comparable renovation projects** in the past **five years**, preferably involving community halls or other public-use or not-for-profit facilities
- > Valid licensing to operate in Alberta and appropriate insurance coverage
- > Knowledge of City of Edmonton permitting and code compliance
- > Ability to collaborate respectfully with volunteers and project stakeholders

Submission Contents:

Please Include:

- > Company background and key personnel bios
- > Description and images of three similar completed projects with references
- > Proof of licensing and insurance
- > Proposed approach to the renovation, including timeline
- > Sustainability or accessibility practices, if applicable

Evaluation Criteria & Matrix:

The **Top Five** Contractors will be asked to bid on the project. Submissions will be scored based on the following weighted categories:

Evaluation Category:	Description:	Weight:
Relevant Experience	> Demonstrated success in similar renovation projects	> 30%
Proposed Approach & Schedule	> Clarity, feasibility, and alignment with goals	> 25%
Qualifications & Team Expertise	> Certifications, key personnel, and community collaboration capacity	> 20%
References & Past Performance	> Feedback from previous clients, project outcomes	> 15%
Licensing, Insurance, and Compliance	> Proof of legal ability to execute work safely and responsibly	> 10%

Total: 100%

Submission Instructions:

Send your qualifications electronically to:

Contact Name: Sally Hammell

Email: vicepresident@strathconacommunity.ca

Subject Line: RFQ Submission – Strathcona Renovation Project

Or mail hard copies to:

Strathcona Community League

10139 87 Ave NW

Edmonton AB

T6E 2P3

Questions:

Please direct inquiries to Sally Hammell (vicepresident@strathconacommunity.ca). Answers will be circulated to all **applicants** to ensure fairness.