



980-2022 ADDENDUM 1

REQUEST FOR PROPOSAL FOR PROFESSIONAL CONSULTING SERVICES FOR OWNER ADVOCATE/PROJECT MANAGER FOR NORTH GARAGE REPLACEMENT

ISSUED: January 16, 2023
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URGENT

PLEASE FORWARD THIS DOCUMENT TO WHOEVER IS IN POSSESSION OF THE BID/PROPOSAL

THIS ADDENDUM SHALL BE INCORPORATED INTO THE BID/PROPOSAL AND SHALL FORM A PART OF THE CONTRACT DOCUMENTS

Template Version: Add 2021-03-05

Please note the following and attached changes, corrections, additions, deletions, information and/or instructions in connection with the Bid/Proposal, and be governed accordingly. Failure to acknowledge receipt of this Addendum in Paragraph 10 of Form A: Bid/Proposal may render your Bid/Proposal non-responsive.

PART B – BIDDING PROCEDURES

Revise: B15.3 (h) to read: the proposed Key Personnel acting as Project Manager to have formal Project Management training holding the corresponding Project Management Professional certification. Alternatively, proven equivalent experience of at least 10 years managing projects of similar value and complexity will also be accepted.

PART D – SUPPLEMENTAL CONDITIONS

Delete D4.7 (f)

Delete D4.7 (g)

Delete D4.7 (h)

Delete D4.7 (i)

Add D4.8 (n) Oversee the Design Consultant’s approach to ensure that the design will gain enough points for the building to meet a minimum LEED Silver certification.

Revise: D4.10 (f) to read: Inspect the worksite to ensure that all specifications, codes, regulations, good industry practices, health and safety orders, are followed by the General Contractor and its subcontractors, by having a Resident Construction Inspector on site. This role shall also review assessed hazard tasks such as; craning equipment, excavation and piling when any issue arises or release of hazardous substances. Although the Design Consultant has the main responsibility in ensuring that the work is done according to Engineering drawings and specifications, this role shall be responsible to review all construction critical tasks and flag any issues. The Resident Construction Inspector shall be on-site supervising the work done during construction as required, but no less 12 (twelve) hours per week;

Delete D4.10 (u)

Add D4.11 (s) Complete the LEED submission process by monitoring credits, evaluating documentation and follow all the necessary steps in order to achieve the required minimum LEED Silver certification.

QUESTIONS AND ANSWERS

Q1: Reference D4.8(m) – This sentence notes that the OA/PM is to ‘coordinate’ public engagement activities however the scope of D14 suggests that the OA/PM is to lead this work. Can the City please confirm if the intention is to have the OA/PM carry the PE specialist or sub-consultant, rather than to have the design consultant carry this role?

A1: The OA/PM shall oversee the Design Consultant and coordinate all public engagement activities, as well as ensure that the Design Consultant prepares the materials, hosts the meetings and provides reports as required.

Q2: Is the scope of public engagement expected to be limited to a single confirmed future Transit Garage site, or multiple potential sites?

A2: The first public engagement is estimated to occur once the site is confirmed and design is about 33%.

Q3: Reference D4.8(a) – We assume this to mean that it is the OAPMs role to facilitate the coming together of the Design Consultant team and the Transit Team, however the Design Consultant team will lead these workshops with presentations and updates of their design or review of specific items.

A3: Yes, the OAPM will be responsible for the coordination of the workshop meetings, obtain required resources, record meetings, follow ups, and ensure that both Transit and the Design Consultant teams have the information on time and ready prior to the workshops.

Q4: Reference D4.9(c) – Is the intent that the OAPM prepare these documents, or to review/provide oversight of the preparation of the tender, IFC

A4: OAPM will take the role of Contract Administrator not only for the Design Consultant RFP but also for the Construction Tender Bid Opportunity. Therefore, this role, working along with the Design Consultant, is responsible for the administrative work in regards to preparation of the tender package, front end documentation, coordinate a site investigation, answer bidder’s questions and prepare addendums as required. It also applies for the related tasks during Construction and post-Construction, as specified under D4.10 and D4.11.