



826-2020 ADDENDUM 2

PROFESSIONAL CONSULTING SERVICES FOR STRATEGIC FACILITIES MASTER PLAN

URGENT

**PLEASE FORWARD THIS DOCUMENT TO
WHOEVER IS IN POSSESSION OF THE
REQUEST FOR PROPOSAL**

ISSUED: December 09, 2020
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**THIS ADDENDUM SHALL BE INCORPORATED
INTO THE REQUEST FOR PROPOSAL AND
SHALL FORM A PART OF THE CONTRACT
DOCUMENTS**

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

APPENDICES

Questions and Answers

Q1: Do you have reports on these sites/facilities/assets available to the consultant team for review?

A1: The City has completed VFA reports for approximately 60% of the assets as identified in the Appendix B – PP&D Building List. The successful Proponent will have access to these reports upon commencement.

Q2: Is a physical Condition Assessment required on all previously rated asset?

A2: No. The Proponent is required to properly assess the facilities' capacity to address the Business Objectives (D4.4) taking into consideration the expected activities and deliverables identified in D4.8 and D4.9 respectively.

Q3: Is the assumption that the consultant team provide a physical Condition Assessment for all/each asset?

A3: No. The Proponent is required to properly assess the facilities' capacity to address the Business Objectives (D4.4) taking into consideration the expected activities and deliverables identified in D4.8 and D4.9 respectively.

Q4: Does the City of Winnipeg have drawings for all building available to the consultant team selected?

A4: The intent of the RFP is to address the Business Objectives identified in D4.4. Drawings will be provided to the successful Proponent.

Q5: Is there a place where Appendix B document with the list of assets can be found?

A5: Appendix B document can be found on the MERX website.

Part D – Supplemental Conditions

Questions and Answers

Q6: Define "thorough assessment" in paragraph D4.3.2. Does it mean detailed or a high level master plan level) revision?

A6: The Proponent is required to properly assess the facilities' capacity to address the Business objectives (D4.4) taking into consideration the deliverables identified in D4.9.

Q7: Would this include a Condition Assessment of: site drainage, roof, building envelope, elevators, mechanical system life, life safety systems, electrical system, interior materials (floor/wall ceilings)?

A7: The Proponent is required to properly assess the facilities' capacity to address the Business Objectives (D4.4) taking into consideration the expected activities and deliverables identified in D4.8 and D4.9 respectively.

Q8: Would this include replacement year?

A8: The consultant may choose to determine the order of magnitude of investment required (i.e., the replacement of the entire facility or critical building elements) to assess the facilities' ability to meet the Business Objectives identified in D4.4.

Q9: Do you require a photographic record of overall building (exterior/interior) and areas of assessment and remediation?

A9: No.

Q10: Would this include Class D (+/- 20%) costing associated with remediation or replacements?

A10: Yes.

Q11: Do you require a Engineering Team Level review of Structural, Mechanical and Electrical?

A11: No. Any observations that the consultant can draw will be of value in informing the Strategic Facilities Master Plan.

Q12: Can you provide a list of subject matter Building Assessment experts: Geotechnical, Building Envelope, Environmental, Roof Specialist, Architecture, Structural, Mechanical, Electrical, etc?

A12: The Proponent is required to compile a project team best suited to achieve the expected activities identified in D4.8 and D4.9 respectively.

Q13: Would the structural engineering review be part of the asset review? Or, should this say further detailed structural Engineering review to determine extent of remediation?

A13: Facilities that require further detailed analysis should be identified in order to inform the Strategic Facilities Master Plan and identify future investment / disinvestment.

Q14: Please clarify the level of detail required in the Facilities Master Plan? Is it intended to be a strategic guiding document or a tactical implementation plan (including specific recommendations for capital spending, dispositions, acquisitions, etc) for the next 10 years?

A14: The intent is to provide a strategic document with an order of magnitude requirement of investments. Refer to Business Objectives (D4.4) taking into consideration the expected activities and deliverables identified in D4.8 and D4.9 respectively.

Q15: What is the total budget for this assignment?

A15: Refer to D4.12

Q16: How many of the listed buildings have a condition assessment done within the past 5 years?

A16: Approximately 24% listed in the Appendix B – PP&D Building List.

Q17: Does the City have workforce projections (ie., number of employees by type of worker) that can be used to project accommodation needs?

A17: Yes. Details will be provided to the successful Proponent.

Q18: Paragraph 4.8.1, Clarify if the intent of "determine areas for in-scope facilities in short term (1 to 3 years), medium-term (5 years) and long-term (10 years)" is to mean remediation or investment required in each of these periods of time?

A18: This should identify the investment required during these periods of time and may include various approaches (i.e., renovation, replacement and/or disposition). This will be the outcome of the strategy identified during the process.

Q19: Paragraph 4.8.1, clarify if “identify any potential assets that PP&D should manage in the future” is part of the provided list or beyond the provided list?

A19: At this time, the assessment is limited to the identified assets, but may be appended as a result of the recommendations.

Q20: Clarify the “identify asset portfolio gap” in paragraph 4.8.1.

A21: The asset portfolio gap is determined by the Business Objectives and their ability to provide the identified level of services.

Q21: Paragraph 4.8.1, does “review of current operating model and associated financial data” reference review of a central financial/operating model? Or, does it require a review of the models for each individual asset listed?

A21: The review is to be conducted at the portfolio level. Any observations pertaining to a particular facility that the consultant can identify will be of value in informing the Strategic Facilities Master Plan.

Q22: There is a limited period of time to conduct the master plan study, ie., 6 months. Clarify the level and extent of required building assessment profile and requirements regarding structural engineering review.

A22: The Proponent is required to properly assess the facilities’ capacity to address the Business Objectives (D4.4) taking into consideration the expected activities and deliverables identified in D4.8 and D4.9 respectively.