



ADDENDUM 01

Project: Building Design Services: Public Work Garage - 2025-GBWPWG-01

Date: February 21st 2025

The following changes, clarifications, and responses are hereby issued as Addendum No. 01 to the Request for Proposal (RFP) for Building Design Service - Public Work Garage, originally issued on February 11th, 2025. This Addendum forms an integral part of the Tender. All bidders must include a signed copy of this Addendum with their proposal submissions, acknowledging receipt of this document.

Addendum Items:

Question 1: The evaluation criteria do not specify whether the fee evaluation is based on the minimum fee or the median. Please clarify

Response:

Points will be awarded based on the percentage difference between the Proponents fee and the lowest qualified financial offer. The lowest qualified financial offer will be awarded the full points, and other financial offers will be allocated points pro-rata to the extent they exceed the lowest qualified financial offer. The formula used to calculate the awarded points as well as an example is provided below.

$$\text{Full Points} - \left[\frac{(\text{Proposed Fee}) - (\text{Low Cost Qualified Fee})}{(\text{Low Cost Qualified Fee})} \right] \times \text{Full points} = \text{Awarded points}$$

Example: A Proponents fee is \$100,000, the lowest qualified financial offer is \$90,000. The lowest qualified financial offer would be awarded the full points (40 points in this example) while the Proponent's fee would be awarded 35.6 points (rounded to the nearest 0.1).

$$40 - [(\$100,000 - \$90,000) / \$90,000] \times 40 = 35.6 \text{ Points}$$

Question 2: Can you provide the basis for the project budget development?



Response: *The project budget was developed using the project requirements provided in the RFP. The building was assumed to be a pre-engineered steel framed building with sloped roof 15.500 m by 66.030 m. The total building height was assumed to be 5,000 mm. The structural columns are placed on an 8,000 mm horizontal and 5,000 mm vertical grid. The Owner is open to other building types provided they meet codes and budget.*

Question 3: Can we access a detailed project program, including space areas?

Response: *The project requirements are listed in the RFP. The Consultant will be expected to further develop these details.*

Question 4: Schedule A, Item 2.11: Can we receive a copy of IBC 100-2013 BIM Contract Appendix?

Response: *Please change schedule A, item 2.11 to "N/A". The Owner does not require the use of BIM, should the design consultant recommend use of BIM the costs shall be presented at the time of the RFP response.*

Question 5: Schedule A, Item 4.14: It mentions existing drawings. Our understanding is that the property survey will be provided by the client. Are there any other existing facilities on-site that need to be measured?

Response: *Change item 4.14 to "N/A"*

Question 6: Schedule A, Item 4.17 We've reviewed the google earth and could find any existing facility. What are the extent of the photographic records?

Response: *Please change schedule A, item 4.17 to N/A. There is no existing facility on site.*

Question 7: Is it possible to extend the requirement of a minimum of two similar projects completed in the last five years to the last ten years?

Response: *Yes, proponents may submit two similar projects completed within the last ten years to meet the experience requirement.*



Question 8: Is it anticipated that the services of a Petroleum Consultant will be required for this project for the design of an Oil Water Separator (OWS) and/or a Waste Oil System?

If so, shall this be included as part of our Consultant Team?

Response: *The facility shall be designed in accordance with codes and regulations based on its use as a public works garage, where equipment maintenance takes place. It is likely this will include a floor drain system capable of protecting the septic system from inadvertent oils and sediment. The design consultant shall assemble their team as they see fit to meet the requirement of the RFP.*

Question 9: Page 5, Funding and Budget: Given the requirement to design within the stated financial constraints, what contingencies are in place to address potential project cost increases due to U.S. tariffs?

Response: *Contingencies are included in the project budget and will be allocated as the project progresses on an as needed basis by the Owner. The Design Consultant is expected to develop a design strategy that minimizes the impacts of such events on the project.*

Question 10: Page 8, Sub-Contractor Information: Would it be acceptable to provide the contact information for the general contractor only? We typically do not engage directly with subcontractors.

Response: Providing the contact information for the general contractor is acceptable.

Question 11: Schedule A, Section 1.22: Are there any specific or standard requirements for building security that we should be aware of?

Response: *Incorporate security measures that align with industry standards for public works garage facilities.*

Question 12: Schedule A, Section 1.33: Could you please clarify that we are only responsible for coordinating the client's equipment requirements into the design, and that delivery and installation will be the responsibility of the contractor?

Response: *The consultant's role is to ensure that the Owners equipment is properly integrated into the design and construction documents. Delivery and installation by others*



Question 13: Schedule A: There is a "Draft" watermark on these pages. Should we anticipate any changes to Schedule A?

Response: *Please refer to Page 11, Paragraph titled "Contract" of the RFP document for details.*

All other terms and conditions of the RFP remain unchanged. Please ensure that all clarifications and amendments provided in this Addendum are considered in your pricing submission.

Name: _____ **Company:** _____

Signature: _____ **Date:** _____