

City of Richmond  
Request for Expressions of Interest  
Contract 3738 - EOI  
**Construction Manager at Risk Fire Hall No. 2 Steveston**

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## Introduction

The City of Richmond invites Letters of Expression of Interest from interested individuals or firms to manage a construction project for the replacement of Fire Hall No. 2 - Steveston located at 11011 No. 2 Road in Richmond, BC.

## Scope

The project budget is approximately \$6.5 million which includes consultants, demolition of the existing fire hall, relocation of the dormitory building and truck shelter from Shellmont Fire Hall, construction of the fire hall, site services and city overhead costs. Working drawings are underway and the twelve month project is expected to commence in January 2010.

The Construction Manager at Risk must be available as of October 12, 2009 to work in conjunction with the City and consultants as part of the construction management team from the pre-construction phase to the completion of the post-construction phase. The Construction Manager at Risk would initially serve as the City's agent and adviser on all matters relating to construction matters from the working drawings stage to 60% of the project budget (CCA5). The construction management contract would then convert to a Stipulated Price Contract (CCDC2) to completion of the project.

## Qualifications

Proponent firms or individuals with experience on comparable projects are invited to submit a Letter of Expression of Interest outlining financial viability, proposed construction manager's personal resume, and a listing of experience and references for comparable projects.

## Submission Details

Proponent teams are requested to submit 5 copies of their Expression of Interest marked "EOI 3738, Construction Manager at Risk Fire Hall No. 2 - Steveston" to the Purchasing and Stores Division, Information Counter, Main Floor, Richmond City Hall, 6911 No. 3 Road, Richmond BC, V6Y 2C1. Submissions are to be received on or before: 2:00 pm, local time, on Thursday, August 20, 2009.

Submissions will be evaluated at the discretion of the City based upon the information contained in the submissions and a shortlist of firms and/or individuals will be invited to submit a proposal for the construction management services for this project.

Questions relating to the work may be directed to Janet Whitehead, Project Manager, Facility Planning and Construction, 604.233.3312 or Mary Brunet, Manager, Facility Planning and Construction, 604.244.1267.

Questions related to the RFEOI process should be directed to Sumita Dosanjh, Buyer II - Contracting Specialist by telephone at 604.276.4097 or by email to [purchasing@richmond.ca](mailto:purchasing@richmond.ca).

Inquiries and responses relating to this RFEOI will be posted on BC Bid and the City's website. It is the sole responsibility of each respondent to check these sites on a regular basis for amendments, addendums or questions relating to the RFEOI.

*Note: Any submission will not necessarily be accepted. Also, respondents are advised they have no claim for compensation in the preparation of their submissions and that by submitting a letter of expression of interest, each respondent shall be deemed to have agreed that it has no claim.*

All submissions received by the City shall be subject to the *Freedom of Information & Protection of Privacy Act (BC)*.



August 17<sup>th</sup>, 2009  
File: 3738 EOI

**Business & Financial Services Department**  
**Finance Division**  
Telephone: 604-276-4218  
Fax: 604-276-4162

**Attention: To All Respondents**

Dear Sir/Madame:

**Re: Request for Expressions of Interest (3738 EOI) – Construction Manager at Risk – No. 2 Fire Hall (Steveston) – Addendum 1**

**Part I: Inquiries**

We have received questions and comments related to this Request for Expression of Interest (RFEOI). This addendum lists the questions we have received, together with our answers. This addendum forms part of the RFEOI Document and shall be read, interpreted and coordinated with all other parts. Please review and consider the following information in preparation of your Expressions of Interest:

- Q.1 We would like to get clarification on the submission details regarding (this project). Is there a standard submission format that you would like us to submit? Is a CCDC-11 form acceptable?
- A.1 A completed CCDC-11 form is acceptable, but not by itself. Respondents must ensure that their submissions include and address all of the required information listed in the *Qualifications* and the *Submission Details* sections of the RFEOI document.

Yours truly,

Kerry Lynne Gillis FOR: Sumita Dosanjh  
*Buyer II - Contracting Specialist*

KG:kg

pc: Mary Brunet, MAIBC, Manager, Facilities Planning & Construction  
Janet M. Whitehead, Project Manager