



City of Richmond

May 20, 2011
File: 02-0775-50-4272/Vol 01

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

Attention: To All Proponents

Dear Madame/Sir:

Re: Request for Proposal 4272P – Williams Road West Drainage Pump Station Upgrade – Addendum One

This Addendum includes items of clarification, forms part of the Contract Documents and shall be read, interpreted and coordinated with all other parts. Please review and consider the following information in the preparation of your Proposals:

I. Extension to Closing Time and Deadline for Inquiries

The Closing Time for this Request for Proposal has been amended:

WAS: 3:00 pm, local time on Friday, May 27th, 2011.
IS NOW: 3:00 pm, local time on June 3rd, 2011.

The deadline for inquiries has also been amended:

WAS: 5:00 pm, local time on Thursday May 19th, 2011.
IS NOW: 5:00 pm, local time on Thursday May 26th 2011.

II. Questions and Answers

- Q.1 Is it possible to visit the existing site to help us understand a more accurate scope?
A.1 The site is open to the public. Proponents may visit the site on their own volition.
- Q.2 Given the dike vegetation maintenance requirements, what kind of habitat improvements are contemplated?
A.2 The Successful Proponent will be required to consult with the applicable regulatory agencies to determine the final habitat improvements.
- Q.3 Is fish passage through the pump station desirable?

A.3 Fish passage is desirable but is not a regulatory agency requirement that we are aware of at this time.

Q.4 In Section 7.1, (subsection o), subsection ii, e. it states, "Consultant will be responsible for ensuring project is delivered on time and on budget."

As consultants we do not have ultimate control of the construction schedule. For example, we could insert schedule bonus and penalty clauses into the contract, however the contractor could decide to still complete the project beyond the project schedule anyway (and accept the penalties, or go bankrupt).

Regarding the budget, this is typically set by the City. If the City sets the budget based on our class 'A' cost estimate, there is still a chance the budget will be exceeded, if for example soil contamination is found.

Will you remove this statement from the RFP? If not, can you please outline some measures the City is willing to implement to ensure the project is delivered on time and on budget?

A.4 Regarding the schedule, the Consultant will not be held responsible for delays caused solely by the Contractor, or by other causes that could not have reasonably been anticipated. The Consultant will be required to address legitimate design issues and other items such as shop drawing review in a timely manner.

Regarding the budget, the funding levels for this project have been set by Council. The construction budget will be based on the Consultant's Class A Estimate, and include a reasonable contingency as determined by the City to address items that could not have reasonably been anticipated.

III. Project Deliverables Required

Please be advised that the City requires the following project deliverables from the Successful Proponent as the Work is completed:

1) Preliminary Design Stage

- a. Formal memorandum containing pump station hydraulic information, proposed site layout, electrical/mechanical items, architectural concepts.
- b. A set of drawings indicating preliminary alignments and locations of upgrades.
- c. Minimum three (3) architectural concepts for the exposed portions of work. The concepts will include but not be limited to:
 - stair structure transition from road elevation to top of dike
 - bike/wheelchair transition from road elevation to top of dike
 - concepts for the MCC building and generator storage building.
- d. Class 'C' construction cost estimates.

2) Detail Design Stage

- a. Detail design drawings for approval.
- b. Class 'A' construction cost estimate.
- c. Material specifications and drawings for the following pre-purchase items:
 - MCC electrical
 - pumps & discharge bends

- d. Final approved signed / sealed detail design drawings issued for construction.
 - e. Provide any documents for special provisions and specifications.
- 3) Tendering Stage (Optional)
- a. Draft and final tender document.
 - b. Addenda as required.
- 4) Project Closeout
- a. As-constructed drawings in digital and hard copy format.

Yours truly,

A handwritten signature in black ink, appearing to be 'Kerry Lynne Gillis', written in a cursive style.

Kerry Lynne Gillis
Buyer 2

KG:kg

pc: Mile Racic, Project Engineering (TFT)