



City of Richmond

February 7, 2014
File:

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

Attention: To All Proponents

Re: 5099 P – Design Build Services for Minoru Park sports Complex- Addendum #4

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:

Questions and Answers

Question #1

Are all the site elements (e.g. fencing, pathway lighting) identified for demolition in the RFP to be disposed off site? Can some of these elements be recycled into the new design? Are any elements to be returned to the City for use elsewhere?

Answer #1

Many of the site elements such as fencing and ball diamond lighting had been installed in the early 1980s, therefore those items will be required to be recycled and disposed off site. Some of pathway lighting were installed in 2010 therefore they could be recycled into the new design (assuming that they will be integrated within the rest of the new design features and aesthetics)

Question #2

Does the project scope involve any irrigation requirements?

Answer #2

Yes, the design, supply and installation of an irrigation system will be required for the new soft landscape and tree planting areas as per the proponent's landscape plans.

Question #3

What is to be done with the existing field lighting elements (luminaries and poles)?

Answer #3

The existing Minoru 2 artificial turf field lighting elements (4 poles and luminaries) will be removed by City forces and will be recycled in another park in the future. All remaining field lighting elements are to be recycled and disposed off site.

Question #4

Do all materials (e.g. asphalt, concrete) slated for demolition need to be disposed off site or can they be buried on site provided that they do not interfere with new construction?

Answer #4

The City would be open to any repurposing of materials such as asphalt and concrete for the use of base construction such as the parking lot and new pathways. The City will evaluate the proponent's method of recycling of these materials for approval.

Question #5

Where is the electrical service for the new sports field lighting?

Answer #5

The existing lighting service is located within the Minoru Pavilion building; however the building is planned to be demolished (thru a separate contract) in July. The City's Engineering and Facilities Division will provide an alternative electrical source. The proponent's electrical design for the lighting elements should be based on what is shown on the plans and shall determine what additional items will be required to service the new design of the fields, parking lot and pathways.

Question #6

Is the supply/ install of the lighting kiosk part of the proponent's scope?

Answer #6

Any design and upgrades (including supply and installation) required for the electrical system and distribution to service the new sports fields, parking lot and pathways will be part of the proponent's scope.

Question #7

Does the City require speakers, security lights, or cameras on the field light poles?

Answer #7

The City does not require speakers, security lights, or cameras on the field light poles

Question #8

Has the City contacted Hydro and who is responsible for coordinating design and schedule with Hydro?

Answer #8

The proponent will be responsible to contact and coordinate all works related to the electrical design and distribution with Hydro.

Questions #9

Please provide some details on the concrete seat walls along west and south sides of Minoru 3 and along the east and north sides of Minoru 2 (i.e. what are their lengths (continuous or sections), widths, heights, are they wood slatted?)

Answer #9

This RFP is a Design Build, it will be part of the proponent's scope to include the design of the concrete seat walls and all other sports field components, amenities, and landscape features for City approval.

Question #10

Please provide some details for players' benches and dugouts.

Answer #10

This RFP is a Design Build, it will be part of the proponent's scope to include the design of all sports field components, amenities, and landscape features for City approval.

Questions #11

Are field amenities including goal posts part of the proponent's project scope?

Answers #11

No, the goal posts are not part of the project scope.

Questions #12

Is the City going to provide a schedule of site furnishings required for the park (e.g. benches, trash receptacles, etc.)?

Answers #12

The City does not have a schedule of the site furnishings. During the design process, City staff may work with the proponent's landscape architect team to develop a schedule.

Questions #13

Is the entire baseball diamond artificial grass or is only the soccer field portion of it?

Answer #13

The entire baseball diamond and soccer field combination field will be an artificial turf infill product. The pitcher's mound and bases could be designed utilizing an alternative surface with City approval.

Question #14

Is an arborist report available for the trees west of the proposed new parking lot?

Answer #14

Yes, an arborist report is available and will be included in the electronic drop box. Drop Box link : <https://www.dropbox.com/sh/3cigl7eck0gdips/TQx8ZrO1tp>

Question #15

How many trees and at what install size are required for the project?

Answer #15

This RFP is a Design Build, it will be part of the proponent's scope to include the design of all horticultural and landscape features for City approval and within the project's budget.

Question #16

Are there any planting beds?

Answer #16

This RFP is a Design Build, it will be part of the proponent's scope to include the design of all horticultural and landscape features for City approval and within the project's budget.

Question #17

Is seeding or sodding required for turf grass areas?

Answer #17

The City is open to both options; as long as it meets the project's deadline and opening of the sports complex and surroundings. Both options considered shall be scheduled and installed to provide sufficient time for proper growth and integrity of the surface area before it is open to the public.

Question #18

Is the proponent responsible for hydro charges/fees and City inspection fees?

Answer #18

The proponent will be responsible any City and Hydro service and inspection fees related to the initial installation of the "Works"

Question #19

Is this project being built under BC Building Code or City design criteria?

Answer #19

The project shall be built to BC Building Code where applicable.

Amendments to the Request for Proposal:

Add the following sections:

8.0 Project Objectives

8.6 'Grass Field' is a soil-based, multi-use field. Possible uses include cricket, informal play, and community events. Its west and north edges may include berms created using excavated material from the construction of Fields 1 and 2. The final size and layout of the Grass Field will be determined during the design process, in association with the design and layout of Field 2.

14. Submission Format

Section G: Sustainability Practices

- a) The Proponent shall describe how they will incorporate 'sustainable design and construction practices' within the Design Build process and the completion of the "Works". This description should include the extent to which 'sustainable' materials and products are to be incorporated into the project.
- b) The Proponent shall provide options for the removal, recycling, reuse or disposal of items such as, but not limited to, the existing field lighting components, and asphalt and concrete walkways.
- c) The Proponent, upon request, shall deliver copies of all written policies, codes, standards, corporate statements and other supporting documents related to sustainability that are established or observed by the Proponent in their business practices.
- d) The Proponent shall provide any sustainability criteria that will be used when making purchasing decisions or recommending purchasing decisions to the City

Replace Section 15.9 Evaluations of Proposals with:

- 15.9 The City may, prior to Contract award, negotiate changes to the scope of the Work, the materials, the composition of the Proponent's team including proposed sub-consultants, the Requirements or any conditions with any one or more of the Proponents without having any duty or obligation to advise any other Proponents, or to allow them to vary their prices as a result of changes to the scope of Work, the materials, the Specifications, or any conditions, and the City shall have no liability to any other Proponent as a result of such negotiations or modifications.

Replace Section 17 Negotiations with:

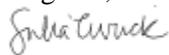
- 17.1 If the City selects a Preferred Proponent, it will then enter into discussions with the Preferred Proponent to clarify any outstanding issues and attempt to finalize the terms of a Contract. The City may negotiate any aspect of the Preferred Proponent's Proposal or the draft Contract, including:
- a) the scope of the Services;
 - b) proposed distribution of fees;
 - c) composition of the Proponent's team including City approval of the proposed sub-consultants; and,
 - d) other terms.

If discussions are successful, the City and the Preferred Proponent will finalize a Contract.

- 17.2 If at any time the City reasonably forms the opinion that a mutually acceptable agreement is not likely to be reached within 30 days of the City commencing discussions with the Preferred Proponent (or such other reasonable time determined by the City) then the City may give the Preferred Proponent written notice to terminate discussions, in which event the City may then either open discussions with another Proponent or terminate this RFP and, if the City elects, commence a new procurement process or obtain the Services in some other manner.
- 17.3 Award of a Contract is contingent upon funds being approved and the Contract award being approved by the appropriate City authority

End of Addendum #4

Regards,



Julia Turick
Buyer 2