

Addendum #1 - RFP #2020-001-GNU

Consulting Engineering Services for the Expansion and Upgrade of the Napanee Water Pollution Control Plant

The Request for Proposals (RFP) is modified and or clarified as set forth in this Addendum. The original RFP Documents and any previously issued addenda remain in full force and effect, except as modified by this Addendum, which is hereby made part of the RFP. Respondent shall take this Addendum into consideration when preparing and submitting its Proposal.

RFP Revisions

1. Several firms requested extensions ranging from one to three weeks on the Proposal Due Date.

The RFP is revised as follows, allowing for a two-week extension.

RFP Cover Page: Under *Milestone Dates*, replace the RFP Questions Final Date and RFP Closing Date with 14-Aug-2020, and 21-Aug-2020, respectively.

Section 4.7. Questions and Addenda: Delete second paragraph and replace with:

Proponents finding discrepancies or omissions in the RFP, or having doubts as to the meaning or intent of any provision, should notify Todd Harvey, Director of Utilities, by email to tharvey@greaternapanee.com not later than 12:00 PM on August 14th, 2020. If there are any changes, additions, or deletions to the RFP, Proponents will be advised by means of Addendum issued by the Town of Greater Napanee by no later than 5:00 p.m., August 19th, 2020. All Addenda are to become part of the Request for Proposal Documents and receipt of Addenda must be acknowledged by the Proponent in the submission.

Section 4.10. Submission of Proposals: Replace “Proposals must be received on or before **12:00 pm local time, August 7th, 2020.**” with “Proposals must be received on or before **12:00 pm local time, August 21st, 2020.**”

2. Proponent Question: (Section 2.4) Does the Town anticipate the System Integrator to become a subconsultant? If yes, please provide a list of acceptable proponents that can fulfill the Town’s requirements, insurance, WSIB and AODA requirements, specified in the RFP. Alternatively, would the Town consider a provisional allowance for carrying the system integrator, and based on this value, the primary

consultant includes time and effort to assist the Town with selection of the system integrator, and coordinate design with the system integrator.

In consideration of the above, the Town has decided that Section 2.4., as written, does not provide a competitive procurement process for SCADA integration services in the construction phase of the project. In the interest of ensuring competitive bids from competent contractors, Section 2.4. is hereby deleted and replaced with the following:

2.4. PRE-QUALIFICATION

The Consultant is required to assist the Town with pre-qualification of General Contractors and SCADA integration services for the construction phase of the project. The Town shall be consulted throughout the pre-qualification process and Town approval shall be required for the final list of pre-qualified contractors.

Questions and Responses

The following questions and answers are provided as a matter of information to clarify issues raised about the RFP. To the extent that changes to the RFP are required based on the questions received, the RFP has been modified as noted above in the RFP Revisions Section of this Addendum.

1. **Question:** Requests have been received for consideration of electronic submissions as opposed to hard copy submissions.

Response: Electronic submissions will not be accepted for this RFP. The Town is moving toward electronic submissions for all future tenders and proposals.

2. **Question:** (Section 2.5) Can you please verify whether Value Engineering should be carried out by the Consultant or should the Consultant retain a certified third party to complete Value Engineering? and at what stage(s) should the value engineering be completed? Is the VE process envisaged by the Town based on a full VE effort with independent Peer Reviewers and the CVS or simply an exercise carried out by the Consulting Team?

Response: Value Engineering is to be carried out by the Consultant after the completion of Preliminary Design. The VE process envisioned by the Town, for the purposes of Proposal submission, is simply an exercise carried out by the Consulting Team.

3. **Question:** (Section 4.3) Please verify whether “Other supplemental studies” include Designated Substances Survey, Topographical, Subsurface Utility surveys, etc.

Response: A Designated Substances Survey has been completed and will be made available with the other reference documents. A topographical site plan is provided in the Preliminary Design Report on the reference documents OneDrive. Subsurface Utility surveys have not been completed. As-constructed drawings of the existing facility are available for assisting with the location of subsurface utilities.

4. **Question:** Can you please provide the Geotechnical Report and Condition Assessment report referenced in the PDR?

Response: A Geotechnical Report is provided as an Appendix in the Preliminary Design Report on the reference documents OneDrive. The Condition Assessment Report is now available in the “Reports” folder on the reference documents OneDrive.

5. **Question:** Can you please verify whether the payment terms will be according to the Construction Act Regulation?

Response: Payment terms will be according to the Construction Act Regulation.

END OF ADDENDUM 1