



RECM-2019-01 Addendum #1

Question 1

Are there any geotechnical or soils information available for the site?

Answer – Not at present

Question 2

Is storm water management a requirement for this project? If so, does the Township have access to any aerial mapping in order to determine the appropriate drainage areas to the site

Answer – storm water management should be considered for this project. A topographical survey is attached

Question 3

Is the consultant required to apply for site plan control or a development permit as part of this project?

Answer – no

Question 4

Could you clarify or expand on the scope of work relating to the site works for the project? The concept site plan shows a relocated baseball field and soccer field as well as multiple parking lots. Does this proposal require us to assist in this relocation? And are we responsible to move the field lighting?

Answer – The baseball field and soccer field may require to be modified during phase 4 of the project (construction of the roof). All phases are based on fundraising efforts and Phase 4 is not assumed to take place in 2019 and could be several years out. The creation of parking stalls will be necessary for site plan application for phase 1, the concept is showing potential lot locations. The exact number of parking stalls needed will be determined during detailed design/site plan application

Question 5

Generally, what is the expected area of the mechanical room and the roof? (i.e. how much more in addition to the 80'x200' rink size)

Answer – The roof could be 15% larger than the pad to protect the ice surface from weather. The mechanical room is anticipated to be in the realm of 35 m²

Question 6

What is the expected sq. footage or occupant loads/fixture counts for the change rooms/washrooms?

Answer – New change room and washroom combined will be 250 m³

Question 7

Will energy modeling be required for change rooms/washrooms building?

Answer – no

Question 8

Are there existing services available for tie in? (i.e. electrical, gas, water, sanitary) Is the consultant required to prepare a servicing study?

Answer – The consultant will be required to prepare a servicing study. It is expected that new services will be run from King Street as current water

Question 9

Will attendance by the successful consultant be required at any public consultation meetings?

Answer – no

Question 10

Lighting is called for in phase-1. The phase-4 roof will interfere with the phase-1 lighting. Is this phase-1 lighting to be coordinated with the future roof, or will lighting be re-designed in when the roof is installed? Re-designing the lighting for phase-4 would allow lighting to be placed on the underside of the roof.

Answer – The Town would look at both options and provide direction to the consultant on how to proceed. It is hoped that the lighting could be coordinated with the future roof but this may not be possible.

Question 11

Is there a desire to couple the refrigerant system with the existing arena or change rooms/washrooms for energy recover purposes?

Answer – The Town would consider this approach as an extra fee, but it is not necessary as part of the proposal.

Question 12

What are the detailed design phase deliverables?

- a. Drawings: 33%, 66%, 99%, permit, tender drawings, etc?
- b. Cost estimation required?
- c. Specifications. Written or on the drawings?

Answer – Drawings are expected at 33%, 66%, 99% and a permit/tender ready set. Cost estimates as follows: Class D @ 33%, Class C at 66% and Class B @ 99%. It is expected that a full specification package is provided separate from the drawings.

Question 13

What are the deadlines for the deliverables of the detailed design phase or the final deadline for 100% completion of the design?

Answer – 100% completion of the detailed design is expected by March 15th to allow for sufficient time for the procurement of the physical work which is expected to commence once the ground thaws. (April/May)

Question 14

Are there construction completion deadlines for phases 2, 3, and 4?

Answer – no

Question 15

What is the intended operating season and hours for the rink?

Answer – The expected “ice in” season would be December to March each year as weather permits.

Question 16

Could you please expand on the commitments to provide contributions of labour and material which have been made by local contractors?

Answer – To date, there has been a firm contribution of \$40,680 as a combination of materials and labour towards the installation of refrigerant piping. It is expected that further commitments will be made once detailed design is complete and price estimates are known.

Question 17

Is bonding a requirement for this project?

Answer - no

Question 18

Under the heading **I. General**, there is a statement that we are to "develop and submit.....conceptual proposal to achieve the Town's goals." This could be interpreted to mean we are to provide conceptual drawings as part of the RFP submittal. Please review and advise.

Answer – A conceptual drawings is not required for this proposal

Question 19

Under the heading VII. Provisions of the Agreement, item 8., the Town is requiring ownership of the intellectual property rights in the design developed through the Contract. This would be acceptable to us but it would require the Town to provide indemnification of the Architect if the owner proceeds with changes to the original design prior to consent from the architect. Please review and advise.

Answer – this is acceptable

Question 20

Under the heading IX. Scope of Services, 2. Scope of Work., the Town notes that the proponent is to provide Contract Admin and Construction Management for all 4 phases. Can you please clarify your meaning regarding "Construction Management"?

Answer – A true Construction Management (CM) scenario would have the CM as an agent of the Town. We are seeking a hybrid model where the CM is an agent of the design team. The scope of work will be managed by the CM, the procurement of the trades (following the Town's bylaw) and the contracts would be between the trades and the CM.

Question 21

In regards to the provision of lump sum fixed fees for all phases of work, this is only possible for phase 1. We can however provide a percentage based fee for the remaining 3 phases. Is

this acceptable to the Town?

Answer – yes, a percentage-based fee is acceptable for the phase portions of the proposal

Question 22

Are you able to clarify the following statement in the RFP? "XI. Scope of Services, item 2 - Scope of Work - The Town of Gananoque has engaged an architect to produce a concept site plan and building design for all four phases of the Gord Brown Memorial Project".

Answer – The architect's scope of work is as follows:

Site research including zoning by-law review and building code review, site plan review and new site planning.

- Provide new Site Plan for phase 1, showing the following information:
 - GBM location on the site
 - new driveway and parking lot layout
 - Potential refrigerant plant Mech. room, washroom and change room locations.
 - Site stats.
 - Site plan application
- Detailed design of the mechanical room, washroom and changing rooms. This includes a building code review and to ensure all the new buildings conform to OBC requirements.
- Coordinate with all disciplines necessary (Structural, Mechanical, etc.) to finalize the working drawing of all of the new service buildings.
- Skating roof design to cover the new rink
- Coordinate with structural engineer to finalize the working drawing so that it is ready for building permit application.

Question 23

What is the Town's schedule to complete the 4 phases? How long would a proponent have to guarantee pricing without a proper end date to the final phase?

Answer – The only phase with a schedule deadline is Phase 1 and physical work needs to be complete by July 31st, 2019. While phase 2 is quite likely to occur in 2019 it is dependent on fundraising activities and not guaranteed. It is expected that phases 3 & 4 would occur in future years. Pricing based on a Class B estimate from detailed design would be expected to

be accurate for at least the calendar year.

Question 24

Are there any seating requirements for this project?

Answer – none at this time

Question 25

Is it the towns intention to require the winning professional consultant (arch or eng) to provide both design services and construction related services ie acting as a contractor? (example.... in paragraph 2 of Scope of Services the document refers to the CM having contracts with individual trades). Please advise.

Answer – correct, while a true Construction Management (CM) scenario would have the CM as an agent of the Town. We are seeking a hybrid model where the CM is an agent of the design team. The scope of work will be managed by the CM, the procurement of the trades (following the Town's bylaw) and the contracts would be between the trades and the CM.

Question 26

As we are engineering design firm, can I hire a general contractor as a sub to perform the construction management portions of this project?

Answer - yes

Question 27

Item #6 in Scope of Services notes the required "emphasis on heritage buildings and administrative offices". Please clarify this requirement.

Answer – please ignore, there is no emphasis on heritage or administrative offices for this project