



**ST. CLAIR CATHOLIC
DISTRICT SCHOOL BOARD**

Lighting the Way ~ Rejoicing in Our Journey

**REQUEST FOR TENDER
FOR
ASBESTOS AND MOULD INSPECTION MANAGEMENT SERVICES
RFT # 014**

**ADDENDUM #1
QUESTIONS & ANSWERS**

DUE DATE: DECEMBER 5, 2018 at 2:00:00p.m., Local Time

Mailing Address:
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ADDENDUM, QUESTIONS & ANSWERS

ADDENDUM #1

- A1.** Reply to questions received.
- A2.** **REVISED Appendix A – Pricing.** The attached Revised Appendix A – Pricing document supersedes the bid documents originally issued on November 13, 2018. Revised Appendix A – Pricing **must** be used at the time of submission.

QUESTIONS AND ANSWERS

1. QUESTION: If awarded, will the existing data will be provided in an editable format, or would we need to subscribe to the existing software database that the data is stored in?

ANSWER: The successful proponent will receive PDF copies of all existing reports.

2. QUESTION: I would like to submit a competitive price to perform your annual reassessments, however it is difficult to know how long it will take one of my staff to perform without first knowing what asbestos materials are present in the building, how many locations, etc. Would it be possible to obtain a copy of all the latest reassessment reports for all schools? Or perhaps a summary of locations and quantity of ACM?

ANSWER: Hard copies of most recent reports will be available for viewing at the Facility Services Office located in Bright's Grove, Ontario. Proponents can book an appointment to view the reports by emailing Erin Barrington at erin.barrington@st-clair.net and copy victoria.iaccino@st-clair.net. The list of schools that are free of asbestos containing materials are noted in Appendix A - Pricing. An updated copy of Appendix A has been attached to this document.

3. QUESTION: The RFP states that a CIH is required on staff, can an ROH fill this same position or does it have to be a CIH?

ANSWER: The surveyor or technician completing inspection work must be certified as either a Certified Industrial Hygienist (CIH) or Registered Occupational Hygienist (ROH).

4. QUESTION: For pricing purposes, would it be possible to obtain a copy of all recent reassessment reports for each school?

ANSWER: Please see the answer to QUESTION 2 above.

5. QUESTION: The Portable Assessment Procedural Guide in Appendix B states spore-trap sampling to be completed in all portables. Are we to include the pricing of spore-trap samples

with the requested annual asbestos & visual mould assessment pricing in Appendix A?

ANSWER: Appendix A - Pricing has been revised. Table 1 is to include inspections in the main building. Table 2 is to include the cost of portable inspections and sampling.

6. QUESTION: Regarding Section 4.2.5, we understand that the resume of our CIH is required. Please advise if resumes of other team members are required

ANSWER: Resumes of all team members are required.

7. QUESTION: Please provide an analogous position for each of the following roles: Principal: ? (example: the CIH?) Senior Consultant: ? (example: the Project Lead/Manager) Junior Consultant: ? (example: Field Staff?)

ANSWER: Principal = Owner / Senior Manager; Senior Consultant = Project Lead / P.Eng; Junior Consultant = CIH / ROH

8. QUESTION: Are we required to provide an originally signed Section 9.0 – Agreement of Terms? If not, please confirm that a digital signature will suffice.

ANSWER: Section 9.0 Agreement of Terms may be signed digitally.

9. QUESTION: Can we assume that an annual asbestos assessment is not required for schools that are denoted as “ASBESTOS FREE” in Appendix A. (e.g. St. Michael Bright’s Grove, St. Matthew, etc.)

ANSWER: Annual assessment reports are required for all locations. Asbestos assessment will not be required for asbestos free schools; however other Designated Substance reports are required.

10. QUESTION: Can you confirm if the cost of the spore trap sampling required as part of the inspections of the portables is to be captured in the price column in Appendix A for the schools where portables are present

ANSWER: Please see answer to QUESTION 5.

11. QUESTION: Can we know the original construction dates of each school to get a general idea of how many schools may contain friable ACMs?

ANSWER: Appendix A - Pricing notes which schools are ACM free.

12. QUESTION: The sample asbestos reassessment reports provided by SCCDSB are dated October 31, 2017. Please confirm that the reports for the scope of work included in this Tender will be due by September 30 of each year, and not October 31.

ANSWER: Reports will be due by September 30 of each year.

13. QUESTION: For schools listed as being asbestos free, will annual asbestos reassessment reports be needed to be issued? Have all non-friable building materials in these schools been sampled for asbestos content, or is this an assumption based on age of construction?

ANSWER: Please see answer to QUESTION 9. An assumption has been made based on the age of the building and sampling completed by Pinchin. The Pinchin reports are included in the annual assessment reports, which will be provided to the successful proponent.

14. QUESTION: For the new school noted to be scheduled for construction in 2019, will the assessment for the presence of moisture damage / mould contamination be required for this school in 2019? Should we assume that the construction of the new school will be completed in time for us to meet the end date of field work and the deadline for report submission? And will any asbestos survey or sampling of non-friable materials be required for this school?

ANSWER: Inspections for the new elementary school located at 801 McNaughton Ave, Chatham are to begin in 2021.

15. QUESTION: St. Anne in Sarnia is noted as being asbestos free. Does this also include the 2 portables listed as being present at that school?

ANSWER: Yes. All portables at all locations are asbestos free.

16. QUESTION: For the separate report for the Portables specified in the Tender, is this only for the inspection of moisture damage / mould contamination? Is the asbestos inventory for the portables included in the asbestos reassessment reports for the respective schools where they are located, or is the separate report for the Portables intended to include reassessment of previously identified ACMs and Presumed ACMs within the Portables as well as the moisture damage / mould contamination inspection?

ANSWER: All portables at all locations are asbestos free. The portable classroom report must include mould inspections and spore trap sampling.

17. QUESTION: The Procedural Guideline for Portable Mould Inspections includes details for both non-intrusive and intrusive inspections. Please clarify; is the scope of work for the annual inspection for moisture damage / mould in the portables to be non-intrusive and only provide recommendations for further intrusive investigations if deemed appropriate? Please confirm that should the need for intrusive investigations and/or remediation be deemed necessary or recommended, this would be outside of the scope of the annual moisture inspection in the portables.

ANSWER: Only non-intrusive mould inspections are included in the scope of work for this tender as described in section 4.1.8.

REVISED APPENDIX A – PRICING

Annual asbestos and visual mould assessments are to be conducted together and include all items listed under SECTION 4.1 Scope of Work. DO NOT include the price for portable mould inspections and air sampling. Prices for portable inspections are to be listed in Table 2. Prices must include all travel and disbursement expenses. HST should be excluded.

Table 1: Asbestos and Mould Inspections – Main Building

FACILITY	ADDRESS	CITY	TOTAL SQ. FT.	TOTAL PRICE
ST. ANNE (BLENHEIM)*	183 Snow Ave.	Blenheim	38,868	
ST. MICHAEL (BRIGHTS GROVE)*	1930 Wildwood Drive	Bright's Grove	34,197	
GEORGES P. VANIER	20 Cecile Avenue	Chatham	25,209	
MONSIGNOR UYEN	255 Lark Street	Chatham	29,106	
OUR LADY OF FATIMA	545 Baldoon Rd.	Chatham	43,002	
ST. AGNES	55 Croydon Street	Chatham	20,516	
ST. JOSEPH (CHATHAM)	25 Raleigh Street	Chatham	22,916	
ST. URSULA	426 Lacroix Street	Chatham	29,655	
ST. VINCENT	9399 McNaughton Line E.	Chatham	21,678	
URSULINE COLLEGE, Secondary School	85 Grand Avenue West	Chatham	188,713	
ST. JOSEPH (TILBURY)	43 St. Clair St.	Chatham	33,960	
ST. JOSEPH (CORUNNA)*	535 Birchbank Dr.	Corunna	42,302	
ST. JOHN FISHER	44 Main St.	Forest	27,437	
ST. PHILIP	4137 Victoria Ave.	Petrolia	27,286	
SACRED HEART (PORT LAMBTON)	434 John Street	Port Lambton	18,772	
ST. MICHAEL (RIDGETOWN)	25 Maple St. S.	Ridgetown	22,507	
GREGORY A. HOGAN	1825 Hogan Dr.	Sarnia	30,645	
SACRED HEART (SARNIA)	1411 LeCaron Ave.	Sarnia	31,377	
ST. ANNE (SARNIA)*	1000 The Rapids Parkway	Sarnia	40,957	

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ST. PATRICK, Secondary School*	1001 The Rapids Parkway	Sarnia	195,623	
GOOD SHEPHERD	4 Edith Street	Thamesville	23,950	
CHRIST THE KING	227 Thomas Avenue	Wallaceburg	18,515	
HOLY FAMILY	649 Murray Street	Wallaceburg	27,448	
ST. ELIZABETH	1350 Bertha Street	Wallaceburg	25,371	
CATHOLIC EDUCATION CENTRE	420 Creek St	Wallaceburg	20,364	
ST. PETER CANISIUS	424 Victoria St.	Watford	21,650	
HOLY ROSARY	715 London St.	Wyoming	15,435	
ST. MATTHEW*	720 Elm Street	Sarnia	48,018	
HOLY TRINITY*	60 Lorne Crescent	Sarnia	48,513	
NEW ELEMENTARY SCHOOL* (to be built in 2019, first inspection in 2021)	801 McNaughton Ave W.	Chatham	69,222	
SITE TOTAL	1,243,212			
St. Anne Blenheim St Michael Bright's Grove St Joseph Corunna St Anne Sarnia St Patrick's High School St. Matthew Holy Trinity 801 McNaughton – New school to be built *ALL ASBESTOS FREE	<p>Current Portable Locations : Gregory Hogan: 6 Portable Classrooms St Anne, Sarnia: 2 Portable Classrooms <i>**sq.ft. of portables IS NOT included in the main building</i></p> <p>The Board may add or remove buildings over the life of the contract to reflect schools built or buildings taken out of service.</p>			

Annual mould inspections and spore trap sampling are to be conducted together and include all items listed under SECTION 4.1 Scope of Work. Prices must include all travel and disbursement expenses. HST should be excluded.

Table 2: Mould Inspections and Spore Trap Sampling

FACILITY	ADDRESS	CITY	# OF PORTABLE CLASSROOMS*	TOTAL SQ. FT.	TOTAL PRICE
GREGORY A. HOGAN	1825 Hogan Dr.	Sarnia	6 + 1 Planned September 2019	5,222	
ST. ANNE (SARNIA)	1000 The Rapids Parkway	Sarnia	2 + 1 Planned September 2019	2,238	
CHRIST THE KING	227 Thomas Avenue	Wallaceburg	1 Planned September 2019	746	
		Sarnia	Potential Future Portable Additions	746	
		Wallaceburg	Potential Future Portable Additions	746	

* All portable classrooms are designated as asbestos free

Project work shall be invoiced on a time and materials basis and travel time is permissible. Rates exclude HST.

Table 3: Hourly Rates

	Regular Rate – Weekdays	Regular Rate – Weekdays	Overtime Rate - Weekends	Overtime Rate – Statutory Holidays
Principal (Owner, Senior Manager)				
Senior Consultant (Project Lead, P.Eng)				
Junior Consultant (CIH or ROH)				
Travel Time				

Table 4: Other Pricing

Analytical Services - Asbestos	
Asbestos Bulk Samples – 5 day Turnaround	\$
Asbestos Bulk Samples – next day Turnaround	\$
Asbestos Bulk Samples – same day Turnaround	\$
PCM Air Samples	\$
Analytical Services – Mould	
Bulk Samples (to Genus Level) - 5 day Turnaround	\$
Bulk Samples (to Genus Level) - next day Turnaround	\$
Bulk Samples (to Genus Level) - same day Turnaround	\$
Spore Trap Samples - 5 day Turnaround	\$
Spore Trap Samples - next day Turnaround	\$
Spore Trap Samples - same day Turnaround	\$
Miscellaneous	
Mark-Ups for Lab Fees	%

All invoices must include all related back-up materials including, but not limited to, sub trade fees, lab costs, and shipping fees.

This concludes the addendum #1.