



ST. CLAIR CATHOLIC
DISTRICT SCHOOL BOARD

Lighting the Way ~ Rejoicing in Our Journey

**REQUEST FOR PROPOSAL
FOR
ARCHITECTURAL SERVICES for
CHATHAM ELEMENTARY SCHOOLS CONSOLIDATION PROJECT
PHASE 1**

RFP #: CP1901

ADDENDUM #1

QUESTIONS & ANSWERS

Due Date: August 17, 2017 before 4:30:00p.m., Local Time

Tender Submission Location: 420 Creek St, Wallaceburg, ON N8A 4C4

Attention of:
Mr. Tony Prizio
Purchasing Department
St. Clair Catholic District School Board

ADDENDUM #1

1. DELETE SECTION 2.20 Eligible Submissions

Only Proponents who have been provided the RFP directly from the Board are eligible to submit a Proposal under the RFP.

2. REPLIES TO QUESTIONS RECEIVED

QUESTIONS (Q) AND ANSWERS (A)

Q1. Is this RFP open to all architectural firms or only available for submission by pre-approved lists of architect?

A1. Yes – This RFP is open to all Architectural firms to bid.

Q2. Page 11 of the document, 3.5 Fee evaluation points out that the fees shall include the disbursements and out of pocket expenses. Can you confirm if travel (km) expenses are to be included in the overall fees?

A2. Travel and out of pocket expenses like lunch, etc. are to be included in the overall fee submitted and is not considered a disbursement. An example of disbursements would be the need to hire an independent consultant (i.e. noise, field geotechnical issue during construction, etc.) or additional printing of blue prints or contract documents beyond what's specified in appendix D – Architect's Services and Client's Responsibilities.

Q3. Page 11 of the document, 3.5 Fee evaluation, Section 6 - Sub Consultants points out that a Code Consultant is to be part of the all-inclusive fees. Are we to name a code consultant in the list of sub consultants and identify them in the Organizational chart?

A3. Yes – Code consultants are to be named in the list of sub consultants and identified in the organizational chart.

Q4. In the Scope of Services, 4.3.5, the Architect's services are to include the submission of estimate of construction costs at all stages of design phases. Can you please clarify if a cost consultant is to be retained by the architect, as the Schedule A to Document 600, Item 19 indicates that the engagement of a Cost Consultant is not applicable. Please clarify how the Board intends to submit the costing report as required by the Ministry of

Education, during design (30%) and pre tender (80%).o Gym fixtures come with wire guards?

- A4. The Board will be engaging a cost consultant to perform two project estimates (Class D - “Order of Magnitude at 80% and Class B at 100% of the construction documents phase). The Board expects to receive construction estimates from the successful architectural firm during the schematic, design development and construction documents phases of the project. The Board needs to submit a copy of the cost consultant’s project estimate before the project is able to be competitively tendered to the pre-qualified general contractors.**
- Q5. W Page 6 - item 2.20 reads, “Only Proponents who have been provided the RFP directly from the Board are eligible to submit a Proposal under the RFP.” We obtained it from Biddingo, and note that it is posted there as a public bid. Kindly clarify if it is a public bid for which we may submit our response, or is it limited to those directly invited by the Board.
- A5. SECTION 2.20 Eligible Submissions has been deleted from the RFP. RFP is open to all Architectural Firms.**

This concludes the addendum #1.