



ST. CLAIR CATHOLIC
DISTRICT SCHOOL BOARD

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**REQUEST FOR PROPOSALS
FOR
COST CONSULTANT for
SARNIA SECONDARY SCHOOLS
CONSOLIDATION PROJECT**

RFP (Cost Consultant) #: 715-CP1301

ISSUE DATE: May 3, 2012

Addendum No. 1

DUE DATE: May 8, 2012 at 4:30:00 p.m., Local Time

Mailing Address:

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St. Clair Catholic District School Board
420 Creek Street
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ADDENDUM, QUESTIONS & ANSWERS

ADDENDUM NO. 1

- A1. Reply to question received on Tuesday, May 1st, 2012. See questions and answers below.
- A2. Reply to question received on Thursday, May 3rd, 2012. See question 7 for clarification requested and the Board's reply.

QUESTIONS AND ANSWERS

1. QUESTION *Has the Board selected an Architect for this project? If so, can the name of the firm be released?*

ANSWER: Yes, Cornerstone Architecture Inc., London ON.

2. QUESTION *Does the Board wish for proponents to include copies of their insurance certificates and WSIB Clearance with this submission?*

ANSWER: Yes, please add item 2.34 Workplace Safety and Insurance to Part 2: RFP Process and Submission Instruction.

Proponent must furnish a copy of Workplace Safety and Insurance Board Clearance Certificate of good standing, "Section 748" of the Workplace Safety and Insurance Act.

3. QUESTION *Section 4.1 refers to a construction budget of approximately \$12 million. Section 4.2 states that the 'project' has received a total allocation from the Ministry of Education in the amount of \$12,012,163.00. Please clarify if these figures are construction costs or total project budgets (including fees, furnishings, HST, etc.)? If these figures are project budgets can the project's construction cost be provided?*

ANSWER: The total project budget is \$ 12.0 M and includes all consultants' fees, FF&E, permits, HST, contingencies, etc. The construction budget will be in the range of 10.0 to 10.5 M.

4. QUESTION *With respect to 4.3.1.1 and 4.3.1.2 (Page 14, Scope of Services, Schematic Design) have we understood the scope of the assignment correctly to mean that the Board requires an Order of Magnitude Construction Cost Estimate (based on the Program of Requirements) and a Schematic Design Cost Estimate (based on Schematic Design documents). If we have not understood this correctly, please clarify the difference between these two estimates.*

ANSWER: **The Board requires two (2) construction estimates, one at the schematic design stage and the second at the 80% of construction tender documents.**

5. QUESTION *Please clarify the accuracy of the project schedule that was included with the request for proposal documents. We ask for this clarification as not only does the time allotted for the preparation of estimates appear to underestimated, it does not accurately match the requirements of section 4.3 Scope of Work. For example, there is no requirement for a Design Development estimate in the 4.3 but there is on the schedule.*

ANSWER: **The schedule accurately reflects our requirements. Refer to line 148 in the construction schedule for the Schematic Design Phase turnover date of July 3rd, 2012 and line 165 for the Contract Documents turnover of 80% contract documents of October 17, 2012. The Board does not require a construction cost estimate in the Design Development from the cost consultant.**

6. QUESTION *How and when will the Board be responding to questions? We ask as our proposal will need to be couriered by the end of business Friday, May 4th in order to be received by the 4:30 PM closing deadline and we would like to ensure that we are able to address any points and incorporate any necessary information that is outlined in any addenda and / or "Answers to Questions"? Alternatively, would the Board be willing to extend the closing time to "before 5:00 PM on May 8th" as it would allow us to send our submission by the end of business May 7th.*

ANSWER: **No extensions will be granted.**

7. QUESTION *Please clarify the following:*

- The RFP states on page 14 that the Cost Consultant's scope requires an Order of Magnitude Estimate based on the Schematic Design documents.

- The Project Schedule included in Appendix C of the RFP, on page 23, states that a Schematic Design Estimate is required (Item 148), and a Design Development Estimate (Item 159).

In order to eliminate any possible confusion as to the St. Clair Catholic District School Board's requirements of the selected proponent, please clarify what level of estimate will be required to be prepared and what level of drawings and documents will be provided to develop each estimate?

Based on the CIQS' definition of a Class C Cost Estimate, this estimate is prepared in elemental format and based on Schematic Design Drawings and Documents. This level of estimate provides a higher level of detail than that of an Order of Magnitude level of Cost Estimate, which is classified as a Class D Cost Estimate.

Based on the CIQS' definition of a Class B Cost Estimate, this estimate is prepared in elemental format and based on a quantity take-off and unit prices for each building elements, based on Design Development documents. This level of estimate provides electrical and mechanical costs.

ANSWER: **There is no scope requirement for the Cost Consultant during the Design Development Stage. Schedule item 159 is an Architect's action item / responsibility.**

- **Schematic Design Stage – The Board requires a Class D Cost Estimate**
- **Contract Documents Stage (line 165 in the project schedule) – The Board requires a Class B Cost Estimate.**

This concludes addendum #1 and no further questions will be accepted.