



**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 #4

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 #4

1. REPLIES TO QUESTIONS RECEIVED

QUESTIONS (Q) AND ANSWERS (A)

Q1. Since the project does not yet have a proposed address, it cannot be priced accurately and will end up being a very conservative fee. To give an accurate price, an investigation of what municipal services are nearby/available, whether the site is in a conservation authority regulated area, if any municipal improvements would be required as part of the work, what the surrounding grading is like, etc. are all taken into consideration.

Would you consider a cash allowance for the civil component of this project since carrying this discipline without any information will most likely inflate the fixed fee?

A1. All properties being considered are within the urban boundary of the City of Chatham and contain municipal services at the roadway. The board will not consider a cash allowance for the civil component.

Q2. Are resumes for each of the sub consultant lead members required to be submitted?

A2. Resumes for the sub consultant leads are not a requirement.

Q3. As part of item 5.6, Section 6 Sub Consultants, are we to include a ½ page each for the code, civil and landscape consultants? Referring to the same item 5.6, are the individual sub consultant leads (for each discipline) to be named or is an overview of the firm acceptable? Would you please clarify whether the sub consultants are to be identified in the organizational chart as part of item 5.5, Section 5

A3. All submissions should include a ½ page each for code, civil and landscape consultants. The board would like to see the name of the sub consultant leads. Sub consultants are not to be included in the organizational chart as part of item 5.5, Section 5.

Q4. Per Section 6- Sub Consultants: it states that proponents are to provide one page of information for each of the Mechanical, Electrical, and Structural Sub- Consultants and ½ page for code, civil, and landscape however the page limit for that section is set to 1. Can you confirm if the page limit is 1 in total or 1 for each discipline?

- A4. Page limit is 1 for each discipline (mechanical, electrical and structural) and ½ page each for code, civil and landscape sub-consultants.**

This concludes the addendum #4.