



Department: **Corporate Services**  
Fax: 705-876-4607

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To: **Distribution List** From: Bernadette Lawler/Marla Sutherland

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Fax: Date: November 14, 2014

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Phone: Pages: 4 including this cover page

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Re: P-14-14 Detailed Design and Contract Administration for the Brookdale Channel  
Rehabilitation and Contract Administration for the Lower Byersville Creek  
Floodplain Storage Node

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**Comments: Addendum # 1 is attached hereto.**

Take notice that the City of Peterborough has issued the attached addendum number 1 for Request for Proposals # P14-14 which is the first addendum issued to date.

Please confirm you have received this addendum by signing below and faxing a copy of this covering sheet to Corporate Services, City of Peterborough, 500 George Street North, Peterborough, Ontario, K9H 3R9, Attention Bernadette Lawler or Marla Sutherland, Fax: 705-876-4607. If you are unable to fax the confirmation sheet, please confirm receipt by email to [tenders@peterborough.ca](mailto:tenders@peterborough.ca).

Sandra Clancy, Director  
Corporate Services  
705-742-7777 Toll Free: 1-855-738-3755 Ext 1860

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**Addendum Confirmation:**

I hereby confirm I have received **addendum 1** to City of Peterborough, Request for Proposals # **P-14 - 14** and that I have received **1 addendum** issued to date for this Request for Proposals.

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**Signature**

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**Company**

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**Date**

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Note: The submission forms include a section for the Proponent to indicate the number of addenda they have received. If a Proponent does not reflect the proper number of addenda issued on the Proposal documents submitted, the Proposal would be rejected unless in the opinion of the City the missing addendum could not reasonably be expected to have altered the price submitted.

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## The City of Peterborough

### Addendum Number 1 to Request for Proposals P-14-14

#### Item: P-14-14 Detailed Design and Contract Administration for the Brookdale Channel Rehabilitation and Contract Administration for the Lower Byersville Creek Floodplain Storage Node

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The following outlines amendments to the original documentation for the above noted Request for Proposals.

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#### Item 1 – Questions and Answers

##### 1. Section 7.5, 7.5.1, and 7.6

Can estimated duration of construction for each project please be provided for the purpose of consistency in estimating inspection/ca price?

**Answer:**

- a. The Proponent will have to estimate the duration of construction for the Brookdale Channel Design and Contract Administration when submitting their Proposal.
- b. In terms of the Byersville Creek Storage Node, we are attaching Revised Appendix C – Pricing to account for an assumption of a six week construction duration for the Byersville Creek Storage Node project to allow for a more accurate comparison of Proposals. Final payment to the successful proponent will be based upon actual construction duration adjusted by Line 2.1 in Appendix C.

##### 2. Section 7.5.3 and 7.6.1

Please indicate if the two (2) construction phases are expected to overlap in schedule for the purpose of assigning dedicated staff to the project team.

**Answer:** The two projects may overlap in their construction schedules.

##### 3. Section 7.5 a. and 7.5 b. xiv

Is it the consultant's responsibility to acquire easements for the work or will the town acquire them?

**Answer:** The consultant will have to determine the applicable easements across the various properties to implement the project and to allow for future maintenance, if applicable. The consultant will not have to acquire the easements. The City of Peterborough will be responsible for the acquisition of the easements.

**4. Section 7.5. b. iv.**

Is an OLS required for topographic survey other than the property fabric?

**Answer:** We would expect that any topographic field surveying, other than the property fabric, be undertaken either by an Ontario Land Surveyor, or a professional engineering firm. The property fabric should be prepared by an Ontario Land Surveyor. The topographic field survey, of course, must be properly tied into and overlaid with the property fabric

**5. Section 5.8.1 AODA Training**

Does Attachment 1 on page 41 need to be submitted with the proposal?

**Answer:** The successful proponent will have to submit Attachment 1 verifying they have the required training within 10 business days of notice of the award of the contract as noted in Section 8.7.c.

**6 Sections 7.5, 7.5.1, and 7.6**

Would you be able to provide clarification on the duration of contract administration for both the Brookdale Channel and Lower Byersville Creek components of this project?

**Answer:** See Question #1

**Item 2 – new information**

2. See attached Revised Appendix C – Pricing

**End of addendum #1.**

## Appendix C – Pricing - REVISED

### Part 1.0 Project Costs

**TABLE A. Brookdale Channel Design and Contract Administration**

Line	Description Of Work	Price
A1.1	Labour Costs – insert cross reference to Item #'s in RFP	\$
A1.2	Lump Sum Proposal Fee for disbursements See Item 6.6	\$
A1.3	Sub-Total - excluding HST	\$
A1.4	HST	\$
A1.5	TOTAL including HST	\$

**TABLE B. Byersville Creek Storage Node Contract Administration**

Line	Description Of Work	Price
B1.1	Labour Costs (Assuming 6 weeks construction duration) – insert cross reference to Item #'s in RFP	\$
B1.2	Lump Sum Proposal Fee for disbursements See Item 6.6	\$
B1.3	Sub-Total - excluding HST	\$
B1.4	HST	\$
B1.5	TOTAL including HST	\$

**TOTAL OF LINE ITEMS A1.5 AND B1.5 = \$ \_\_\_\_\_**

### Part 2.0 Rates for Consideration for Additional Work

Line	Description of Staff	Hourly Rate
2.1	Site Inspection Staff for the Byersville Creek Storage Node Contract Administration to determine additional fees owed or reduced pending final actual construction duration of project assumed in Line B1.1	\$
2.2		\$
2.3		\$