

23 MAR 2023

TO: ALL PROPONENTS OF RECORD

FROM: JIM MCCUAIG, P. ENG., DIRECTOR OF ENGINEERING AND INFRASTRUCTURE

RE: **TOWN OF PEACE RIVER**  
**REQUEST FOR PROPOSAL – NEIGHBOURHOOD RENEWAL PROGRAM 2023**  
**RFP TPR2023005**  
**TENDER ADDENDUM NO. 2**

The following information supplements and/or supersedes the tender documents issued on 10 Mar 2023 and any addenda issued to date. This Addendum forms part of the contract documents and is to be read, interpreted, and coordinated with all other parts. The cost of all contained herein is to be included in the contract sum. The following revisions supersede the information contained in the original drawings and specifications issued for the above-named project to the extent referenced and shall become part thereof.

**1 INFORMATION TO BIDDERS**

- .1 Drawing specifications have been attached as Appendix B.
- .2 The consultant shall ensure that they comply with the APEGA Practice Standard *“Relying on Work of Others and Outsourcing”* including conducting a thorough review of the project prior to issuing the tender for construction.
- .3 To comply with the intent of the thorough review in the Engineering and Geoscience Professions Act (EGP Act) and the General Regulation, the licensed professional must use due diligence to confirm:
  - .1 The reliability, accuracy, and validity of the work;
  - .2 Adherence to applicable regulatory requirements, standards, and codes; and
  - .3 Adherence to specified quality control and assurance processes.
- .4 The consultant shall ensure that they comply with the APEGA Practice Guideline *“Field Reviews of Engineering and Geoscience Work”* in ensuring conformance with the authenticated engineered work product being the IFT drawing and specifications.
- .5 The consultant shall ensure that they comply with the APEGA Professional Practice Bulletin *“Authentication Requirements for As-Built, Record, and As-Acquired Drawings”*.
- .6 The following questions were asked during the optional site meeting on 6 March 2023.
  - .1 Question: Is the summary of the work to take over the drawings, the specifications, and the construction administration for only this year?
    - .1 Response: Yes. The project is to provide tender and construction administration for the 2023 NIR project. If project construction runs into 2024,

the successful consultant will provide services into 2024. On award, the contract agreement can be worded to reflect this.

- .2 Question: Can the successful consultant get the CAD or the survey data from Velocity Group for this project?
  - .1 Response: We are enquiring with the Engineer of Record for the .cad versions of the authentication work product being the IFT drawings. RFP submissions are to base the contract administration on using the issued IFT .pdf set. Change orders will use marked up comments on the .pdf set. As built drawings are to be based on submission of redlined markups of the IFT .pdf from the Contractor, and reviewed for compliance by the Consultant, and then forwarded to the Town. Provision of survey data has been requested from the Engineer of Record. Consultant is to provide a separate price to recreate this data, if required.
- .3 Question: Will the Town include a separate project scope item for design?
  - .1 Response: No. The design for this project is considered complete. Tender administration and Contract administration will use the existing IFT set.
- .4 Question: Has the Town coordinated with ATCO for the project scope?
  - .1 Response: Yes. The Town has begun coordination with ATCO for streetlighting and relocation of an existing pad mount transformer. The scope of the project will require installation of conduit for streetlights. ATCO will install streetlights on 94<sup>th</sup> and 95<sup>th</sup> streets tentatively in October 2023.
- .5 Question: What are the expected construction site days available for the project?
  - .1 Response: Based on last year's construction timeline, the expected construction site days are from June 1, 2023, until October 15, 2023. If construction is projected to continue into 2024 due to a later starting date, Consultants should base the provision of on-site construction administration days to 125 days.
- .6 Question: What role will the successful consultant have to play for resident coordination?
  - .1 Response: The consultant must coordinate and lead resident coordination for the project, including but not limited to, working with Public Works, coordinating with the Water and Wastewater, informing residents about timeline, coordinating an Open House involving the construction company for resident in the community, and garbage collection. The Town can provide notification and communication over social media accounts and via its town-wide communication system. The Town recommends that the successful consultant coordinates with the contractor to provide direct communication with impacted residents and businesses and knock on doors, as necessary.

- .7 Question: Does Velocity need to approve as-builds?  
.1 Response: The Town will coordinate the submission of red line drawings/as built drawings from the Consultant and Contractor to the design engineer of record for the production of the record drawings.
- .8 Question: What is the coordinate system for the drawing sets?  
.1 Response: We are enquiring with the Engineer of Record for the design. Base submittal on local coordinates.
- .9 Question: Jim McCuaig, P.Eng., Director of Infrastructure and Engineering, will be resigning from his position on March 29, 2023. Who will be the contact?  
.1 Response: After March 29, 2023, the main point of contact for the RFP will be Arun Thomas, E.I.T., Engineer 1, [athomas@peacriver.ca](mailto:athomas@peacriver.ca), 780-617-4497. Please direct all questions to him.
- .10 Question: Does the construction phase require full-time inspections and progress tracking?  
.1 Response: Yes. Please adjust site days to 125 days as stated in this addendum.
- .11 Question: Do any non-Town services need to be moved or adjusted?  
.1 Response: The successful Consultant needs to coordinate with Canada Post for a temporary mailbox relocation during construction. Also, ATCO electric are relocating a transformer to accommodate construction.
- .12 Question: What are the project limits?  
.1 Response: The project scope limits are captured in IFT drawing set and the specifications found in Appendices A and B. In relation to resident property, the limit is to 1m past curb stop valve, curb cock or CC valve.
- .13 Question: Will the Town be replacing any resident curb stop valves, curb cocks, or resident water and sewer services?  
.1 Response: The Town will be replacing all resident curb cocks (c.c.) as part of this project. Resident water and sewer services on the residents property are the responsibility of the resident.
- .14 Question: Will Town provide clarification on the post-construction services in Schedules 1.15?  
.1 Response: Post construction services will include provision of:  
.1 Marked up of redline drawings for use in producing redline drawings/as built drawings to be forwarded to the Town; and  
.2 Warranty inspections for all installed infrastructure.

- .15 Question: Have any Open Houses been done yet for this project?  
.1 Response: Yes, Velocity Group has conducted an Open House during the design phase for this project.
- .16 Question: Are there any concerns with environmental or brownfield zones of concern from past buildings in the area?  
.1 Response: The Town is not aware at this point of any areas impacting this project. If the contractor encounters an area of concern, the Town will capture any associated costs for contractor and consultant via relevant change order(s).
- .17 Question: Can the RFP submittal date be extended?  
.1 Response: Yes. The RFP close date is amended to 13 April 2023 at 14:00:00.

**END OF ADDENDUM No. 2**