

MINUTES - Proponent's Site visit

August 6, 2015 (9:00 AM)

File #201502216

Project: Comprehensive Roof Renewal for Building 27 - Granville Island

1. Introductions

- a) Josh Jensen – JRS Engineering is the consulting firm for CMHC and will be managing the work.

2. Project Description

- a) Metal Roof Renewal on Building 27
- b) Including the demolition, reconstruction, and as necessary mould remediation
- c) Detailed specifications are included in the tender document as Appendix C
- d) Detailed drawings are included in the tender document as Appendix D

3. Key Dates:

- a) Submission Deadline: **August 20, 2015** (2PM EDT / 11AM PDT)
- b) Don't wait until the deadline to submit
- c) Please submit questions by August 13, 2015 to allow for time to respond.
- d) All questions to Camille Attia at: cattia@cmhc.ca

4. Submission instructions:

- a) All documents MUST be sent to ebid@cmhc-schl.gc.ca; no exceptions.
- b) Max 10MB per e-mail, please break up files into multiple e-mails if they are too large.
- c) Subject of all transmissions must state "ITT, File# 201502216"
- d) Please refer PART 1 of the bid documents for delivery instructions.

5. Mandatory Criteria (Page 10):

- a) Tenders must have minimum 5 years experience
- b) Tenders must confirm RCABC membership
- c) Tenders must have 3 recent comparable projects completed in the province of British Columbia
 - i. CMHC may contact each project reference; a poor reference is grounds to disqualify a tender

6. Proponent Questions and Additional Information

- a) The closing date is extended by one week to **August 20, 2015**
- b) Tenders are required to register with Business Access Canada as outlined in Section 2 on page 4.
- c) Any roof top mechanical shut offs will have to be coordinated through CMHC with the tenant to minimize disruption
- d) A wood frame and roughly three inches of insulation are located below the metal roof
- e) The proponent is responsible for the siding where it ties into the wall panel
- f) Proponents can review the site on their own

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- g) The project is expected to be completed this year with the work to start following Labour Day.
- h) There is no expectation to find mould, the specifications are included in the tender document to ensure that if found tenders handling of the material is fully compliant with Worksafe procedures and local regulations.
- i) Colour is to match the existing building colour.