

Addendum No. 2
February 9, 2022

Project Name/Description: RFP Lead Consultant, Site Servicing – Public Road Redevelopment for Tunney’s Pasture
Location: Ottawa, Ontario
Owner: Canada Lands Company
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RFP Number: 601899-03
RFP Issue Date: December 21, 2021
RFP Closing Date: March 22, 2022 at 2 PM EST
Total number of pages
within this issued Addendum: 18 plus attachments (Revised Schedule 6 and 8)

All Addenda shall form an integral part of the RFP and are to be read in conjunction therewith. The Addenda shall take precedence over the aforementioned RFP which may prove to be at variance or may otherwise be qualified in writing by authorized personnel.

This information shall be incorporated into and be read together with the relevant Sections of the Request for Proposal document.

Section 1.4 RFP Tentative Timetable is hereby deleted and replaced with the following:

The following is a summary of the key dates in the RFP process:

Event	Date
RFP Issue Date	Tuesday, December 21, 2021
Questions to be Submitted in Writing (see Section 2.5.1 (Submission))	Wednesday, February 16, 2022 (2:00pm EST)
Addenda Deadline (see Section 2.5.3 (Issued Addenda))	Friday, February 25, 2022
RFP Submission Deadline	Tuesday, March 22, 2022 (2:00pm EST)
Oral Presentation (see Section 3.4)	Week of March 28, 2022
Anticipated Agreement Start Date	April 2022

Schedule 6 is hereby deleted and replaced with the attached Revised Schedule 6.

Schedule 8 is hereby deleted and replaced with the attached Revised Schedule 8.



Question 1:

Section 3.3.11, page 21, requires mandatory French proficiency for all “primary team members”.

Answer:

To clarify, Proponents must provide resources capable of conducting meetings or presentations to the public or the Company/PSPC/NCC in both official languages. A bilingual team member may assist the primary team member with presentations and meetings in either official language, as required.

Question 2:

Section 3.4, page 24: please confirm whether the Proponent may choose which of the two official languages is to be used during the Oral Presentation.

Answer:

The Oral Presentation may be conducted in either of the two official languages.

Question 3:

Section 3.0, page 26: can the Tunney’s Pasture Implementation Plan (the “TPIP”) be made available for reference, and to ensure that all bidders have equal access to this important background document? If not available, can a redacted version or summary be made available?

Answer:

The TPIP is not available as part of the data room as it was not listed in the documents to be shared.

Question 4:

Page 36 indicates that the Civil Engineer and Geotechnical Engineers are to complete all QA/QC testing (understood to comprise laboratory and field testing of materials and compaction). Page 40 indicates that compaction testing and material testing is the responsibility of the Site Servicing Contractor. How will the successful Proponent be reimbursed for this testing? Should a schedule of rates be submitted?

Answer:

The Civil Engineer and Geotechnical Engineers will provide QA/QC for the Company upon request. Yes, a schedule of rates be submitted under Part B of Revised Pricing Schedule 6.

Question 5:

Page 36, Please clarify the following requirement: “Acoustical Engineer – complete noise impact study, snow removal and in collaboration with landscape architect LID for roadways”.

Answer:

The Acoustical Engineer is not required for snow removal and LID.

Question 6:

Page 36 indicates that the Electrical Engineer is to complete preliminary load summaries. We understand that streetlighting design is also part of the scope of work.



Answer:

The Electrical Engineer is to complete preliminary load summaries and street lighting design as required to finalize the Composite utility plan and street lighting plan, as required by Hydro Ottawa, Enbridge Gas and/or City of Ottawa.

Question 7:

Can a limitation or anticipated scope be defined for off-site sanitary and storm servicing? For example, for Stormwater could we anticipate a maximum of one new/upgraded outfall to the Ottawa River, and for Sanitary could we anticipate off-site servicing being limited to work upstream of the Scott Street trunk?

Answer:

The anticipated scope can be defined as a new outfall to the Ottawa River and work upstream of the Scott Street trunk sewer.

Question 8:

The location of the anticipated new storm outfall to the Ottawa River is unknown at this time. Depending on existing infrastructure and environmental conditions along the alignment of the new storm sewer (from the Tunney's Pasture property line to the river) and the location and elevation of the outfall structure, various investigations, permits and approvals may be required. The specific work required will not be known until the outfall location and size are confirmed during preliminary design. Please confirm that all field investigations and work in support of permits and approvals for the storm outfall will be considered as additional scope if and when required.

Answer:

Field investigations and work in support of permits and approvals for the storm outfall will be required. Field investigations must include examination of the current condition of all infrastructure within the Campus and include recommendations for repair and maintenance required to maintain service to buildings on site concurrent with the infrastructure upgrades.

Question 9:

Page 49 lists a Hydraulic Watermain Analysis as a potential submission. However, Pg27 indicates that watermains have recently been upgraded and are well sized for future development. Please clarify whether design of new or replacement watermains is anticipated to be required as part of the project scope?

Answer:

Proponents must provide a Hydraulic Watermain Analysis. It is anticipated that new and replacement watermains will be required as part of the project scope.

Question 10:

Schedule 6 indicates that all prices for public reports must include translation. To clarify which specific reports require translation.

Answer:



All reports produced for public uses such as public meetings and public procurement must be available in English and French.

Question 11:

Schedule 6, page 57: Within Stage 5, does “Site Servicing Project Administration and Project Administration” include the contract administration and full time site inspection and project close-out activities?

Answer:

Yes. Stage 5 – Site Servicing Project Administration and Project Administration includes contract administration and full-time site inspection and project close out activities.

Question 12:

Page 48 indicates that the successful Proponent is to provide “full time inspection (as required)...”. Does the Company have an expectation regarding staffing levels for inspection? Due to the anticipated scale and complexity of the construction, a team of contract administration and inspection staff is likely to be appropriate. Are proponents required to present any information regarding their proposed contract administration/inspection staffing levels? If so, under which section of the Rated Information will this be evaluated?

Answer:

Proponents should include hourly rates for site inspection and contract administration. The successful Proponent will be required to provide the Company with a detailed fee proposal based on the quoted hourly rates and fees as well as outlining the nature of the work and supporting rationale for review, consideration and approval by the Company.

Question 13:

Is design of any signalized intersections anticipated to be required?

Answer:

The design of signalized intersections is not anticipated at this time. Proponents must provide hourly rates for additional work required to incorporate signalized intersections.

Question 14:

Is any prior (and current) topographic survey or legal survey available, or does the survey scope include completion of new surveys for the entire 49ha site? Is topographic survey required for the entire 49 ha site, or can topographic survey be limited to the proposed rights-of-way?

Answer:

The survey scope of work includes the completion of new surveys for the entire 49 ha site at the onset of the project. The property survey must be completed by September 30, 2022. A topographic survey of the entire 49 ha site will also be required. It is anticipated that the survey for the Campus may include adjacent lands as required by the City of Ottawa, NCC, utilities and other Agencies to complete off site design for servicing, roadway and pedestrian access.



Question 15:

Please provide copies or a list of the Phase 1 ESA’s that will be made available, to enable us to determine the extent of new work that will be required.

Answer:

The successful Proponent will receive copies of the following Phase 1 ESA prepared by others.

Question 16:

The RFP on page 34 under task 4, speaks to 'Company's Public Consultation Consultant', can you please confirm that this resource has been retained separately and provide their scope of work, or a brief summary of it, so that the proponent can better understand what the extent of scope in assisting and / or supporting this role would include.

Answer:

As noted on page 35 of the RFP, the Company’s Public Consultation Consultant, PACE Consultants has already been “retained to create a public engagement strategy for the Tunney’s Pasture Redevelopment”

The Public Consultation Consultant will provide services to assist the Company and the Company’s retained consultant leading the planning for the Site (the “**Lead Consultant**”) to achieve approval(s) through consensus with various stakeholder groups. It is expected that the Public Consultation Consultant will coordinate, lead/direct all public presentations, consultations, and discussions with the broader public. The Public Consultation Consultant will prepare a detailed work plan outlining the outreach program for the two phases of the project: 1) Public Information Phase; and, 2) Municipal Approval/Implementation Phase. The Public Consultation Consultant shall work with the Lead Consultant, the Company and PSPC to communicate, record and manage communications associated with the following applications for Municipal Approval, Urban Design Review Panel, Ottawa Built Heritage Advisory Committee and subdivision approval.“

Question 17:

On Page 32 of the RFP, a key task is to “Review and incorporate where applicable relevant municipal guidelines into PSPC Urban Design Guidelines ...” Is it anticipated that the existing Urban Design Guideline document will be updated as part of this process?

Answer:

It is anticipated that updates to the PSPC Urban Design Guideline Document may be required as part of this process.

Question 18:

The schedule table on page 37 identifies “Facility Fit Plans” as a task in Stage Three. Can you clarify what facilities this applies to? Is this limited to exterior spaces within the propose public rights-of-way, or does it include interior building facilities?

Answer:

Facility Fit Plans will be required for Public Park(s) only.



Question 19:

Can you clarify the physical extent of the work anticipated in Stage Five (pages 45-46)? Specifically, is this work limited to the roadway, or does it include the full streetscape, boulevards and tree planting within the right-of-way? Does this scope also include the detailed design of public parks? Can you provide a survey or plan that identifies the extent of the work? Specifically, does it include bridges over the LRT trench along the Scott Street frontage? Does the project scope include any modifications to bridges over the LRT trench along the Scott Street frontage?

Answer:

Stage Five work includes work within the entire right-of-way and does not include detailed design of Public Parks. The project scope may or may not include any modifications to bridges over the LRT trench along the Scott Street frontage.

Question 20:

The scope of work is understood to include design/specifications for removal of the existing tunnels:

- a) Please provide a layout plan/map of the existing tunnels.
- b) Please provide any available drawings or cross-sections of the existing tunnels.
- c) Will tunnels simply be capped at the new limit of the right-of-way, or does the scope of work extend to capping tunnels at building foundations (with reinstatement as necessary)?
- d) Are there any existing live services within the tunnels? If unknown, who will be responsible for determining this? If live services are present, who will be responsible for designing relocations?
- e) In how many locations will tunnels require capping?

Answer:

The details of the tunnels on site will be provided to the successful Proponent.

Question 21:

It is anticipated that the Draft Plan of Subdivision process will require multiple submissions to the City. On occasion, new comments from the City arise late in the process. This results in additional submissions which require significant additional effort at no fault of the consultant. For the purposes of proposal preparation, can a total of four submissions be anticipated? I.e. One submission and three resubmissions. Further submissions would then be considered to be additional scope.

Answer:

The plan of subdivision application would facilitate the transfer of private roads to the City of Ottawa based on the current road layout of Tunney's Pasture. The plan of subdivision will not include lands identified for development.

Question 22:

Does the scope of work include any demolition to existing buildings or infrastructure on campus?

Answer:

The Scope of Work does not include the demolition of any buildings on site. The scope of work may require the removal of historical infrastructure, such as existing sewers, watermains, streetlight poles and tunnels, in order to complete the upgrade necessary within the road right-of-ways.

Question 23:

Have there been any discussions with Hydro and telecoms for servicing the site as part of the TPMP process?

Answer:

The Company has not had discussions with Hydro and the telecoms for servicing the site to date.

Question 24:

Please clarify the scope related to the “10-year landscape plan” as indicated on page 36 under the “Lead Consultant’s Responsibilities and Deliverables” section and on pages 41-42 under the “Sustainability” section of the RFP.

Answer:

A 10 year landscape plan as indicated on Page 36 under the “Lead Consultant’s Responsibilities and Deliverables” section and on pages 41-42 under the Sustainability section of the RFP is the street tree planting plan. A street tree planting plan will be required for the subdivision registration

Question 25:

Please clarify if the design development of Tunney’s Pasture Transit Station Plaza, Boulevard/Linear Green Space of Tunney’s Pasture Driveway, and the Community Park on Sir Frederick Banting Driveway are part of the scope of work under this assignment.

Answer:

This assignment includes the preparation of preliminary landscape plans for the Boulevard/Linear Green Space of Tunney’s Pasture Driveway and a facility fit plan of the community park on Sir Frederick Banting Driveway

Question 26:

A Stage 1 archaeological assessment appears to have already been completed for the Tunney’s Pasture area. This assessment recommended some areas for Stage 2 assessment. Does the Company want the Stage 2 assessment completed under this RFP and if so can the Company provide a map showing the locations and limits of the required Stage 2 assessment areas.

Answer:

The Proponents must satisfy Ministry requirements for Archaeological assessments.

Question 27:

Can a list of designated buildings (Federal, Provincial and Municipal) be provided? Can the long term goal for each building be provided (ie. The building will be retained, the intent is rehabilitation, the intent is to demolish and commemorate)?

Answer:

The list of Federally designated heritage buildings can be found at this link. Please consult the Directory of Federal Heritage Designations: <https://www.pc.gc.ca/en/culture/beefp-fhbro/>



Question 28:

Is a separate Cultural and Heritage Plan to be completed for each individual Heritage Building or for the site as a whole?

Answer:

A Cultural and Heritage Plan must be completed for the site as a whole.

Question 29:

The RFP mentions approvals from the NCC, City of Ottawa, MECP, Parks Canada, Conservation Authority and agency approvals. Will there be a requirement for heritage reviews from FHBRO, the NCC or the City?

Answer:

Heritage reviews will be required by the City of Ottawa to complete subdivision registration prior to the transfer of the private roads to the City of Ottawa and heritage buildings acquired by the Company.

Question 30:

When is the TPIP scheduled to be completed?

Answer:

The TPIP is complete.

Question 31:

Is there a plan demonstrating which portion of the site remains with PSPC and the Company?

Answer:

A plan demonstrating which portion of the site remains with PSPC and the Company will be provided to the successful Proponent at award of the contract.

Question 32:

Has there been a Master Servicing Study (MSS) completed as part of the TPMP, and has there been any work undertaken to evaluate the infrastructure and identify deficiencies? Generally, the draft plan of subdivision would follow the recommendation of the MSS, specifically for the storm water management requirements and planned centralized facilities.

Answer:

The successful Proponent will be required to prepare a Master Servicing Study for the entire campus. The successful Proponent must conduct a servicing conditions report to determine the current conditions of all infrastructure; provide recommendations for interim repairs or replacement to ensure the continuity of services to existing building. The recommendations must include cost estimates, scope of work for procurement and maintenance schedule



Question 33:

Has there been a list of studies identified by the City for the submission as part of Draft plan application and have any of the studies been already undertaken by PSPC or the Company? Which studies were completed as part of the TPMP and which have to be updated? Will there be a need to redo some of the studies, given the time laps from completion of TPMP.

Answer:

The City has not provided a list of studies for the submission as part of a draft plan of subdivision application. Reports previously prepared by PSPC or the Company will require review and updating to reflect federal footprint, once determined. For clarity, Proponents should assume the preparation of all new reports to support the Draft Plan application.

Question 34:

Given that application will be subject to FLUDTA approval process, is the Company and PSPC undertaking this coordination process? What involvement will the Lead Consultant have in FLUDTA process?

Answer:

The lead consultant will be required to support the Company and PSPC with the FLUDA/FLUTA approval process. This may include the release of reports, plans and investigations to PSPC and the preparation of summaries of reports prepared to submit to the City of Ottawa for approval

Question 35:

Has there been any Heritage Studies completed as part of TPMP?

Answer:

Yes, Heritage Studies have been conducted on the campus.

Question 36:

Will the market analysis be required for the site?

Answer:

Yes, a market analysis will be required for the site.

Question 37:

What is the scope of the Lead Consultant with respect to Indigenous Relations?

Answer:

The Lead Consultant may be required to provide plans or studies required by the Company and PSPC to help inform discussions with Indigenous groups.

Question 38:

What is the Architectural scope for the urban design panel, given that the draft plan only entails the roads.

Answer:

The Lead Consultant will be expected to make presentation to the Urban Design Review panel as it is expected that UDRP approval will be required of the concept plan prepared for the Tunney's Pasture



Campus. It is anticipated that the Urban design guidelines, public realm and sustainability toolkit will require review and updating to reflect the new City of Ottawa Official plan, PSPC's portfolio plan; and evolving federal provincial and local policy environment.

Question 39:

Who is responsible for preparation of the Tripartite agreement? What is the scope of the legal counsel as a part of the Lead Consultant work?

Answer:

The Company's Legal Counsel will be responsible for the preparation of tripartite agreements. The Lead Consultant's responsibilities in relation to the drafting of this agreement may include the following, but not limited to, the provision of costing, development sequencing/scheduling/phasing information and description of works including development assumptions for parcels.

Question 40:

How much of the scope extend outside of the Right of Ways? Does the scope include design any centralized SWM facilities, or infrastructure outside of the Right of Ways? Has this been identified in previous studies for TPMP?

Answer:

It is anticipated that the Lead Consultant will prepare Stormwater Management facilities for the Campus. The SWM facility(ies) may include lands outside of the right of way.

Question 41:

To what extent is the Lead Consultant's scope – is it specifically to the corridors being turned over to the City or is it to include all the street network within the site?

Answer:

The Lead Consultant's scope of work includes all existing private streets within the site.

Question 42:

Are building services to be considered within the corridors (current/future)? Is abandonment of tunnels to be considered?

Answer:

Building services to existing buildings within the existing private streets must be considered. Abandonment of tunnels within the right of ways must be considered.

Question 43:

Can Proponents assume that all existing geotechnical information including existing geotechnical reports at the Site will be provided to the project team?

Answer:

All available existing geotechnical information will be provided to the successful Proponent.

Question 44:

Can we assume that no blocks, buildings or structures beyond roads and utilities are included in the geotechnical scope of work at this stage of the project?

Answer:

No blocks, buildings or structures beyond roads and utilities are included in the geotechnical scope of work at this stage of the project. If additional investigations are required to accommodate off site service or roadway connections, the Proponent must consider the potential for geotechnical investigations on adjacent lands.

Question 45:

Do subcontractors such as drilling subcontractors and utility locate subcontractors require Reliability security status in addition to all members of the project team? Do on-site drilling supervision and site inspection personnel require Reliability security status?

Answer:

Security requirements for subcontractors will be confirmed.

Question 46:

The geotechnical study scope includes provision of on-site construction quality control supervisor services and site inspection of Contractor's works and review of Contractor's QA/QC documentation for the site servicing, road construction, preliminary lot grading and during construction. It is noted that a detailed cost for site inspection services cannot be developed based on the information provided as there is insufficient information on the required earthworks, quantity and depth of servicing/roadways, construction timeframe, etc. Can the Company define the level of Site Inspection services required for this component? Can this component of the work be separated from the geotechnical study with unit rates provided for staff and laboratory testing?

Answer:

Please see revised Schedule 6 – Pricing Schedule.

Question 47:

Can we get a copy of the Energy Services Acquisitions Program to get a sense of where the new shallow buried infrastructure is so we can take this into consideration for future roads?

Answer:

The successful proponent will receive copies of the Energy Services Acquisition Program drawings.

Question 48:

Page 35, under Lead Consultants Responsibilities and Deliverables, it states "Transportation Engineering o Deliverables - Including Cycling/Pedestrian Network Designers, Municipal Approvals (CTS/TIA) and Roadway Modification Approvals, electric vehicle stations, electric bicycle stations". Can you clarify what is meant by "Cycling / Pedestrian Network Designers" as a deliverable?

Answer:

This is a typo. Pedestrian network Design is the correct reference.

Question 49:

Can we assume that all Turning Movement Counts (vehicles, pedestrians, cyclists, trucks), Signal Timing Plans, and Collision Data will be provided to the successful consultant?

Answer:

The successful consultant must obtain all information required to obtain approval from the City of a traffic impact study. The Company will not provide Turning Movement Counts (vehicles, pedestrians, cyclists, trucks), Signal Timing Plans, and Collision Data

Question 50:

Could the Company please clarify who will lead the Public Engagement for the project? Is the Proponent expected to have a Consultation firm on the team or will PACE lead all consultation efforts, with support by the Proponent?

Answer:

The Company has retained PACE to lead the public engagement with support by the Lead Consultant.

Question 51:

Could the Company please confirm if there is there a requirement to advertise public engagement events in media outlets (print or digital)? If so, in which outlets? Who would be responsible for paying for these ad placements?

Answer:

The Company typically advertises in the Ottawa Citizen, The Sun and Le Droit. The Company would be responsible for costs associated with these advertisements; however, the successful Proponent would be responsible for the creation and coordination of the ads.

Question 52:

Could the Company please clarify if there be a project website and if so, who will host and manage it?

Answer:

A website for the project is already live and the Company is responsible for hosting and managing it. At the direction of the Company, the Lead Consultant may be required to prepare content for the website.

Question 53:

Could the Company please confirm the exact team members/disciplines that are required as



part of the proposal? Multiple sections of the proposal list various team members/disciplines that are required, however, these lists are not consistent.

Answer:

The Lead Consultant must provide the expertise required to successfully design and register a draft plan of subdivision and complete site servicing. The Lead Consultant will be required to update plans, studies and reports prepared by PSPC to support the TPMP and the TPIP.

Question 54:

Could the Company please confirm if there is an expectation through this RFP to analyze and update these documents to be reflected in the Draft Plan of Subdivision? It is understood that the Tunney's Pasture Master Plan and Implementation Plan are under review.

Answer:

The Company expects the Proponent to analyse and update the documents prepared by PSPC to be reflected in the draft plan of subdivision.

Question 55:

Could the Company please clarify if the RFP response should consider whether a potential Official Plan Amendment or Zoning By-law Amendment would be needed to accompany the Draft Plan of Subdivision?

Answer:

At this time, the Company does not anticipate a requirement for an official plan of amendment or zoning bylaw amendment application. Any fee proposals for additional work required to complete the subdivision registration and/or to satisfy a request from approval agencies, PSPC or NCC will be considered extra work and charged at hourly rates provided in Schedule 6.

Question 56:

Regarding 3.3. Proposal Contents – Mandatory Requirements and Rated Information, could the Company please confirm which of the required forms/schedules are to be completed by the Proponent only, and which forms are to be completed by both the Proponent and subconsultants comprising the consortium.

Answer:

Instructions on mandatory requirement (sections 3.3.1 to 3.3.7) and their associated schedules must be followed by the Proponents.

Question 57:

Regarding 3.3.8. Corporate Overview and 3.3.9. Scope of Work Capabilities, it is our understanding that comparable experience will be evaluated in both 3.3.8. Corporate Overview (pg.21) and 3.3.9. Scope of Work Capabilities (pg.22). 3.3.9. Scope of Work indicates that 3 project examples of similar master planning/subdivision projects undertaken over the past 10 years should be included. Could the Company please advise what information related to comparable experience should be included within 3.3.8 Corporate Overview and/or whether this experience should be different?



Answer:

The Proponent must demonstrate comparable experience completing similar master planning and subdivision projects undertaken over the past 10 years.

Question 58:

Regarding Insurance - Schedule C, could the Company kindly confirm if the proof of insurance (from both Proponent and Subconsultants) should be submitted within the Proposal?

Answer:

Proponents should acknowledge the insurance requirements and their ability to meet them; however, proof of insurance will be required only from the successful Proponent. If the successful Proponent has a Wrap up Policy then the subconsultants will not require proof of insurance. If the successful Proponent does not have a Wrap up Policy then the subconsultants will need to submit proof of insurance upon contract award.

Question 59:

Regarding page limits, it is our understanding that page limit exists only for the following sections. Could the Company kindly confirm?

- 3.3.10. Scope of Work Capabilities - The Proponent's response should not exceed a maximum of ten (10) pages for this section.
- 3.3.11. Personnel - The Proponent's response should not exceed a maximum of two pages per key personnel.

Answer:

Correct. page limit exists only for the following sections

- 3.3.10. Scope of Work Capabilities - The Proponent's response should not exceed a maximum of ten (10) pages for this section
 - 3.3.11. Personnel - The Proponent's response should not exceed a maximum of two pages per key personnel
-

Question 60:

Could the Company please confirm whether building audits would be required to be undertaken as part of the Sustainability/Energy Efficiency Scope?

Answer:

No, building audits will not be required.

Question 61:

Could the Company please clarify the scope of Supportive Housing Plan. This is listed under the Architectural deliverables but not included under Potential Submissions.

Answer:

A Supportive Housing Plan must include measures to secure affordable housing at Tunney's Pasture.

Question 62:

We note that on the Schedule 6 Pricing Schedule, page 57, Part A, Stage 5, first line item, respondents are requested to insert a “Percentage of Construction Value %” associated with the “Site Servicing Project administration and Project Management”. We also note that estimated Construction Value amount has not been specified, and that Section 2.1 Definitions does not provide a definition. Shall respondents assume that the Construction Value, for the purpose of this RFP, shall be deemed to be the engineer’s estimated value of project as per the City of Ottawa Plan of Subdivision procedure for calculating the performance deposit?

Answer:

Please see revised Schedule 6 – Pricing Schedule.

Question 63:

The References Schedule 8 of the RFP states the reference projects must be completed within the last five years. Given the length of time it takes to complete projects from end to end, and to be inclusive of companies of all sizes for this nature of work, can this be expanded to include projects completed within the last 10 years?

Answer:

Please see revised Reference Schedule 8. Reference projects may be on-going and projects completed after 22 December 2013 will be acceptable.

Question 64:

Page 20/21, Section 3.3.11. Personnel, assigns 5 points to the first bullet point. With respect to language proficiencies, would the entire 5 points not be awarded if any or all of the primary team members are not proficient in English and French? If not the entire 5 points, can a further breakdown of the 5 points allocated to this specific sub-section be provided?

Answer:

Please see revised point score for Section 3.3.11 – first bullet.:

- To demonstrate this, the Proponent should include the following as part of their Proposal (for a total of 5 possible points):
 - Resumes for personnel and documentation of accreditation, and/ or letter of reference (2 points);
 - Language proficiencies (English and French mandatory for all primary team members)(1 point)
 - security clearance (1 point)
 - area of expertise identified (1 point)
-

Question 65:

Page 20 of the RFP states that “Demonstration of the level of effort of all resources to complete the Scope of Work in multiple formats will achieve maximum points (ten (10) points).” Are there specific formats that would be helpful to the Company?



Answer:

The Company does not have a preference for the format used to describe the level of effort.

Question 66:

On Page 33 of the RFP, a key task is to, “produce massing plans (2D/3D images/models/shadow diagrams...” Is it anticipated that these will differ from the massing model completed through the TPIP process, or just to provide additional images, views, etc. to further support the process as needed? How many 2D, 3D and models would the Company expect so that that pricing can be accurately reflected?

Answer:

The Lead Consultant will be required to prepare new concept plans and 2D/3D images/models/shadow diagrams for this contract. The Proponents must assume the preparation of two versions of the 2D and 3D images, models and shadow diagrams for this contract.

Question 67:

3.3.4 References states that references must be provided for both the Proponent and subconsultants. Does the Company want both a Schedule 5 and a Schedule 8 from all participating firms, even if not a consortium, but subconsultants/participating firms?

Answer:

Proponents must complete Schedule 5 and Schedule 8 for all participating firms.

Question 68:

With respect to surveyors scope of work and pricing, this is not possible at this time given the unknown amounts of reference plans, subdivision plans, parcels, parts etc. Can you please confirm how this scope of work is to be priced at this time?

Answer:

Please see Pricing Schedule for details.

Question 69:

Is PSPC carrying out the Indigenous Engagement? Is there required for an Indigenous Benefits Plan (IBP) or Indigenous Participation Plan (IPP)?

Answer:

Indigenous Engagement will be completed by PSPC.

Question 70:

How many public engagement events would the Company like to include, that are not Planning Act statutory requirements?

Answer:

Please see Pricing Schedule for details.



Question 71:

Will the proponent be provided additional specifics of the number of easements that are expected to be created or deleted? Is the proponent responsible for the creation and deletion of easements for all utilities?

Answer:

The successful Proponent will be provided additional specifics of the number of easements that are expected to be created or deleted. The proponent will be responsible for the creation and deletion of easements for all utilities.

Question 72:

How many concept plans will be required?

Answer:

Please see Pricing Schedule for details

Question 73:

Can you define physical boundary limits for the scope of work? (i.e. Is it anticipated that any scope of work will extend beyond the right-of-way, access to buildings, etc.)

Answer:

The physical boundary limits for the scope of work include the entire campus: however, the plan of subdivision and detailed engineering submission to the City will be focused on the right-of-way, service connections to existing buildings, and off site servicing and road way connections.

Question 74:

Note: the link on page 39 Section 4.3, Geotechnical Study provides an error. Can we have an update to this link?

Answer:

Please use the following link:

https://documents.ottawa.ca/sites/documents/files/geotech_report_en.pdf

Question 75:

The RFP indicates that the purpose of the study is to conduct the necessary planning and analysis to upgrade and transfer the roadways and infrastructure within the site to the City of Ottawa. The geotechnical scope of work references investigations related to various development block (foundation design, seismic design, earth pressures, existing foundations, etc.). Please confirm that the geotechnical scope needs to include detailed investigations of all of the development blocks.

Answer:

The geotechnical scope will include investigations of all the development blocks as required to complete Master Servicing Study and to upgrade, as required, service connections to existing buildings. Detailed geotechnical investigations of development blocks will be completed as part of separate procurement.

Question 76:

The geotechnical scope includes on-site quality control and site inspection. Can you provide an estimated number of days or weeks of construction to base the level of effort on?

Answer:

Please see revised Pricing Schedule. On Site quality control and site inspection will not be evaluated as part of this RFP. On Site quality control and site inspection will be provided as extra work.

Question 77:

Is there an assessment report for lifecycle cost analysis of existing infrastructure? If not, is it anticipated that an assessment of existing infrastructure should be carried out prior to the construction of new roadways?

Answer:

Proponent are required to prepare an assessment report of existing infrastructure throughout the campus and deliver a lifecycle cost analysis complete. The assessment report must be submitted by September 10th, 2022

Revised Schedule 6
Pricing Schedule

The Proponent should use the following charts to set out its pricing. The information listed below is not a complete description. All Proponents should refer to and review the applicable sections in the RFP before responding. In addition:

- a. all prices shall be provided in Canadian funds and shall include all applicable customs duties, tariffs, overhead, profit, permits, licenses, labour, carriage insurance, **insurance** and warranties, and further shall not be subject to adjustment for fluctuation in foreign exchange rates. All prices shall be quoted exclusive of the harmonized sales taxes or other similar taxes, each of which, if applicable, should be stated separately;
- b. all prices for public reports must include the cost of preparing or translating a document into French or English;
- c. all prices quoted, unless otherwise instructed in this RFP, shall remain firm for the period set out in the RFP;

Proponent Name _____

Pricing

The Proponent as part of completing the price table below is to complete a comprehensive review of the tasks and deliverables outlined in Schedule 1 - Scope of Work and provide a lump sum price for each stage of the work outlined.

For the evaluation of the pricing, the total of Part A (the lump sums provided by each Proponent for Stages 1, 2, 3, 4 and 5) will be added up and the sum of these lump sums will be used to calculate the points for that Proponent.

PART A

Pricing for each stage should include all tasks outlined in the scope of work.

Stage One: Project Review

Gap Analysis, Campus Survey, Infrastructure Condition Analysis, Preliminary Plans, Reports and Schedules and Costing	L.S. \$
Eight (8) - Three (3) hour biweekly project team meetings	L.S. \$
Three (3) - Two (2) hour Project Updates	L.S. \$
<u>Subtotal for Stage One</u>	

Stage Two: Project Analysis

Implementation Plans (Draft Plan of Subdivision and Reference Plans), Infrastructure Maintenance Plan, Reports and Studies – Preparation for application for Municipal Approvals	L.S. \$
Twelve (12) – Three (3) hour biweekly project team meetings	L.S. \$
Three (3) – Two (2) hour Project Updates	L.S. \$
Subtotal for Stage Two	

Stage Three: Municipal Applications

Municipal Approvals, Public Engagement, Detailed Engineering Design	L.S. \$
Twelve (12) – Three (3) hour biweekly project team meetings	L.S. \$
Three (3) – Two (2) hour Project Updates	L.S. \$
Subtotal for Stage Three	

Stage Four: Subdivision Registration and Engineering Approvals

Subdivision/Development Agreement Registration and Approval of Engineering Design	L.S. \$
Twelve (12) – Three (3) hour biweekly project team meetings	L.S. \$
Three (3) – Two (2) hour Project Updates	L.S. \$
Subtotal for Stage Four	

Stage Five: Site Servicing

Site Servicing Project administration and Project Management	Percentage of Construction Value %
RFP Preparation – Site Servicing Contract	L.S. \$
Twenty-six (26) – Three (3) hour biweekly project team meetings	L.S. \$
Subtotal for Stage Five	

Subtotal of all Stages

Applicable Taxes

Total

PART B

Unit and Hourly Rates

In support of the above lump sums, Proponents should provide a breakdown of unit and hourly rates for each discipline.

Additional Hourly Rates

P1	Additional Hourly Engineering Work) (Years 1-4)		
	Project Manager	hr	\$
	Senior Engineer	hr	\$
	Intermediate Engineer	hr	\$
	Junior Engineer	hr	\$
	Technologist	hr	\$
	Senior Surveyor	hr	\$
	Survey Technician	hr	\$
P2	Additional Hourly Engineering Work ((Years 5 and 6)		
	Project Manager	hr	\$
	Senior Engineer	hr	\$
	Intermediate Engineer	hr	\$
	Junior Engineer	hr	\$
	Senior Technologist	hr	\$
	Senior Surveyor	hr	\$
	Survey Technician	hr	\$
P3	Additional Hourly Planning Work (Years 1-4)		
	Project Manager	hr	\$
	Senior Planner	hr	\$
	Intermediate Planner	hr	\$
	Junior Planner	hr	\$
	Technician/Draftsperson	hr	\$
		hr	\$
P4	Additional Hourly Planning Work (Years 5 and 6)		
	Project Manager	hr	\$
	Senior Planner	hr	\$
	Intermediate Planner	hr	\$
	Junior Planner	hr	\$
	Technician/Draftsperson	hr	\$
P5	Additional Hourly Architecture Work (Years 1-4)		
	Project Manager	hr	\$
	Senior Architect	hr	\$
	Intermediate Architect	hr	\$
	Junior Architect	hr	\$
	Technician/Draftsperson	hr	\$

		hr	\$
P6	Additional Hourly Architecture Work (Years 5 and 6)		
	Project Manager	hr	\$
	Senior Architect	hr	\$
	Intermediate Architect	hr	\$
	Junior Architect	hr	\$
	Technician/Draftsperson	hr	\$
P6	Additional Hourly Landscape Architecture Work (Years 1-4)		
	Project Manager	hr	\$
	Senior Landscape Architect	hr	\$
	Intermediate Landscape Architect	hr	\$
	Junior Landscape Architect	hr	\$
	Technician/Draftsperson	hr	\$
		hr	\$
P7	Additional Hourly Landscape Architecture Work (Years 5 and 6)		
	Project Manager	hr	\$
	Senior Landscape Architect	hr	\$
	Intermediate Landscape Architect	hr	\$
	Junior Landscape Architect	hr	\$
	Technician/Draftsperson	hr	\$
P8	Additional Hourly Legal Surveyor Work (Years 1-4)		
	Land Registry Office Researcher	hr	\$
	Ontario Land Surveyor	hr	\$
	Field Survey Crew	hr	\$
	Survey Technician	hr	\$
P9	Additional Hourly Legal Surveyor Work (Years 5 and 6)		
	Land Registry Office Researcher	hr	\$
	Ontario Land Surveyor	hr	\$
	Field Survey Crew	hr	\$
	Survey Technician	hr	\$
	Subtotal P1-P9 (Hourly)		\$

Provisional Item: Geotechnical Engineering Services During Construction			
P10	Compaction Testing of Asphalt		
	Technician – in situ density	hr	\$
	Transportation expenses	km	\$
	Asphalt Cement Content & Gradation	test	\$
	Marshall Conformance Test	test	\$
P11	Compaction Testing of Granular		
	Technician – in situ density	hr	\$
	Transportation expenses	km	\$
	Standard Proctor (cohesive)	per sample	\$
	Standard Proctor (non-cohesive)	per sample	\$
	Grain size analysis	per sample	\$
P12	Concrete Testing		
	Technician – testing of plastic concrete (slump, entrained air content), casting of compression test cylinders, pick up of cylinder after initial curing period	hr	\$
	Transportation Expenses	km	\$
	Compression test of hardened concrete cylinders (includes curing and cylinder mould) set of 4	set	\$
P13	Additional Laboratory Testing		
	Moisture Content	per sample	\$
	Atterberg Limits	per sample	\$
	Particle Size Analysis (Sieve & Hydrometer)	per sample	\$
	Particle Size Distribution <5.0kg, (Sands)	per sample	\$
	Particle Distribution <20.0kg, (Granular A)	per sample	\$
	Particle Distribution >20.0kg (Granular BII)	per sample	\$
	Standard Proctor (non-cohesive)	per sample	\$
	Standard Proctor (cohesive)	per sample	\$
	Modified Proctor (non-cohesive)	per sample	\$
	Modified Proctor (cohesive)	per sample	\$
	Grain size analysis	per sample	\$
P14	Engineering Services – subgrade inspection, consultation and meetings		
	Principal Engineer	hr	\$
	Senior Project Manager/Engineer	hr	\$
	Project Manager/Engineer	hr	\$
	Senior Technician	hr	\$
	Intermediate Technician	hr	\$
	Technician	hr	\$
	Transportation Expenses	hr	\$

	Administration	hr	\$
Subtotal Task P10 - P14(Hourly)			\$

Project Meetings

In addition to the project meetings outlined within each stage of the work the Proponent is to provide hourly rates for all staff added to support the project, the Company, PSPC, the NCC, the City of Ottawa and any other approval agencies.

Two (2) Hour Meeting Rate (\$ / meeting) – Internal/Agency (the Company, PSPC, the NCC, the City of Ottawa and any other approval agencies.)

Two (2) Hour Meeting Rate (\$/meeting) – Public Meeting/Community or Stakeholder Meeting

Proponents must also submit hourly rates for all team members, display material rates (including web-ready material) and rates in support of the lump sum fees provided for workshops and public meetings.

Disbursements

Project related disbursements L.S. Sub-Total \$

Disbursements shall not include any meals, travel or telephone charges, shall be commercially reasonable, and shall be subject to the written pre-approval of the Company.

Invoices for the Disbursements will be based on the above itemized list with details of percentage complete and totals of the Agreement.

Disbursements shall be paid as incurred with documented proof to a fixed upset limit.

The Proponent must provide a breakdown of unit rates, hourly fees for staff and equipment in support of the lump sum fees outlined within the Pricing Schedule 6. These unit rates and hourly fees must be honoured by the successful Proponent for any additional work that may arise. **Hourly rates will be used for additional meetings and additional investigations/work.**

The successful Proponent will be required to submit regular progress reports to the Company on the status of the Project. These progress reports must be provided by the Successful Proponent to the Company to confirm the level of effort and hours to date in relationship to the project budget.

Invoices will be based on the above itemized with details of percentage complete and totals of the contract.

Revised Schedule 8
References Schedule

Proponent Name:

Subconsultant Name (if applicable):

The Proponent is to identify a minimum of 3 references with respect to its ability to perform the activities contemplated by the Scope of Work and using the table below. The Proponent shall also provide a completed reference schedule with 2 references for each proposed subconsultant, or each consortium member, as the case may be. All references shall be in connection with work comparable to the activities contemplated by the Scope of Work, and that was completed **after 1 January 2014**. Each reference should be reachable by the Company using commercially reasonable means.

Reference 1	Proponent Response
Name	
Contact Person	
Address	
Telephone	
Email	
Description of the comparable work	
Date of completion	

Reference 2	Proponent Response
Name	
Contact Person	
Address	
Telephone	
Email	
Description of the comparable work	
Date of completion	

Reference 3	Proponent Response
Name	
Contact Person	
Address	
Telephone	
Email	
Description of the comparable work	
Date of completion	