

Addendum No. 3  
February 25, 2022

**Project Name/Description:** RFP Lead Consultant, Site Servicing – Public Road Redevelopment for Tunney's Pasture  
**Location:** Ottawa, Ontario  
**Owner:** Canada Lands Company  
**RFP Coordinator:** Caroline Lavigne McGregor  
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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:** 5

*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.*

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**Question 1:**

Is it possible to get a draft copy of the TPIP to understand the changes between the current study and the 2014 TPMP? If it is not possible to receive a draft copy of the TPIP, please provide a detailed description of the changes between the 2 plans.

**Answer:**

As noted in Addendum 2 (question 3), the TPIP is not available as part of the data room as it was not listed in the documents to be shared. The TPIP reports will be shared with the successful Proponent following contract award.

The TPIP added an additional layer of detail to the TPMP and offered the following changes to the TPMP: confirmed location of the new Central Heating Plant (ESAP) at Goldenrod and Columbine; suggested increased size of the park block along Sir Frederick Banting Drive; low rise residential units adjacent to the residences along Northwestern Avenue; and changes to the conceptual building massing throughout the site. The TPIP is an internal PSPC document used to inform federal government accommodation needs



**Question 2:**

The RFP indicate the need to consult with City Parks Planners. Although the Streetscape & Landscape Design Guidelines do speak to plazas and parks the RFP only covers “street tree plantings”. Please clarify.

**Answer:**

The successful Proponent must provide Facility Fit Plans for public parks proposed.

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**Question 3:**

What Terms of Reference/Guidance should be used when preparing the ‘Heritage Resources Impact Report’? The City of Ottawa’s guidance for a Cultural Heritage Impact Statement is generally used for single-property assessments and may not be easily applied. If no Terms of Reference or Guidance exist, please outline the scope and expectations for this report.

**Answer:**

A ‘Heritage Resources Impact Report’ will include an overview of the heritage resources including the identification of significant heritage attributes (building and heritage landscapes) and provide an analysis of the impact of the right of way/infrastructure improvements on the heritage landscapes and built heritage resources on the Campus.

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**Question 4:**

Section 4.1 Scope Overview - Pre-Disposal Services: 7th bullet point “The development of a tripartite agreement between PSPC, the Company and the City of Ottawa that outlines the methodology and roles and responsibilities of each organization in the creation of the municipal rights of ways”. This appears to indicate that the Lead Consultant is being requested to negotiate/assist with a tripartite agreement that they are not party to. This task is outside the standard scope of services of a professional engineer, and as such, we request this task to be removed from our services. If this is not the intent, may we receive clarification on this task?

**Answer:**

The successful Proponent is expected to support the Company and PSPC in the development of a tripartite agreement with the City of Ottawa, if a tripartite agreement is required.

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**Question 5:**

Section 4.2 Lead Consultant’s Responsibility – Role as Team Leader: “It is expected that the Lead Consultant will have or retain the professional services required to complete the following specific municipal applications or obtain the permits/authorizations/notifications:

- a) Application for draft plan of subdivision approval, including subdivision registration
- b) Tri-Party Agreement between the City of Ottawa, PSPC and the Company”

This appears to indicate that the Lead Consultant is requested to hire outside professional services (Legal Counsel) to negotiate a Tri-Party Agreement that they are not party to. Can the Company please clarify?

**Answer:**

The successful Proponent shall support the Company and PSPC in preparing the Tri- Party Agreement, if required. The Lead Consultant’s responsibility will not include Legal Counsel. It is

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anticipated that the Tri-Party Agreement, if required, will require engineering plans, servicing studies, surveys and submissions similar to those required for subdivision registration.

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**Question 6:**

Section 4.2 Lead Consultant's Responsibility – Role as Team Leader 5th paragraph 1st bullet point: "As team leader, the Lead Consultant will be required to complete the following tasks: Manage all sub-consultants required to prepare reports and/or analysis for the City of Ottawa or any ministry, agency and/or Government policies and objectives (such as the NCC) for which approvals must be obtained to facilitate subdivision registration/fulfil conditions of Tri-Party Agreement, site preparation, site servicing and site commissioning of the work;" We would like clarification/confirmation that the Lead Consultant would only be responsible to manage their sub-consultants and not those either hired by or under the direction of any other party.

**Answer:**

The successful Proponent would be responsible to manage subconsultants retained by the Lead Consultant.

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**Question 7:**

Could the Company please confirm in which format Proponents should submit unit rates per discipline requested in Part B of the pricing schedule? Are Proponents to include one lump sum 'unit rate' per discipline for the entire project?

**Answer:**

Proponents should provide all rates outlined in the table added to Part B of the Revised Pricing Schedule attached to Addendum 2 issued on 9 February 2022.

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**Question 8:**

Based on Question 27 from the second addendum, can the long term goal for each existing building be provided (ie. The building will be retained, the intent is rehabilitation, the intent is to demolish and commemorate)?

**Answer:**

This information is not available at this time.

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**Question 9:**

Based on Question 35 from the second addendum, will the heritage studies be provided to the successful proponent?

**Answer:**

Upon contract award, the successful Proponent will be provided existing heritage studies previously completed by PSPC or other consultants.

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**Question 10:**

Can the Company confirm if any of the buildings with existing federal heritage designations being acquired will be designated or listed by the City?

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**Answer:**

It assumed that any building with FHBRO heritage status will be reviewed by the City of Ottawa Heritage Department prior to redevelopment.

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**Question 11:**

Please provide site plan with battery limits to show how many subdivisions will be required for Hydro servicing plans and lighting design.

**Answer:**

It is anticipated that a plan of subdivision, roadways only, will be registered for all existing private roads on the Campus.

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**Question 12:**

Section 3.3.11 allocates up to 5 possible points in relation to Diversity and Inclusion, including a demonstration of how paid employment will be created for members of indigenous groups. Please provide further detail on how this section will be evaluated.

**Answer:**

The Proponents who demonstrate Diversity and Inclusion and removed barriers to employment of members of Indigenous groups and under represented groups will receive maximum points.

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**Question 13:**

Section 3.3.11 allocates up to 5 possible points in relation to Diversity and Inclusion, including a demonstration of how paid employment will be created for members of indigenous groups. Is there an expectation for a particular value/volume of work to be assigned to members of indigenous groups?

**Answer:**

Proponents should demonstrate Diversity and Inclusion and removed barriers to employment of members of Indigenous groups and under represented groups. The Company encourages the support of Indigenous led and managed businesses wherever possible where said businesses can provide a service required to complete the scope of work.

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**Question 14:**

Section 3.4 (Oral Presentation): During the Oral Presentation, will the proponent be invited to present an overview of their proposal, or will the meeting follow a Question and Answer format only? If the format will include a presentation by the proponent: (i) What duration of the meeting will be available for the presentation? (ii) Will PowerPoint and/or other visual aids be permitted?

**Answer:**

The agenda for oral presentations is typically as follows:

1. Presentation by the Proponent (20 mins)
  2. Pre-defined questions developed from all Proposals (10 mins)
  3. Specific Proponent pre-defined questions developed from its Proposal (15 mins)
  4. Proponent questions for the evaluation team (15 mins)
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The oral presentation will last up to an hour and the presentation by the Proponent should be no longer than 20 minutes. PowerPoint or other visual aids are permitted but not necessary.

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**Question 15:**

Section 3.4 (Oral Presentation): A large team with many specialist disciplines will be required for this project. Would the Company like all disciplines to be represented during the Oral Presentation, to enable to team to respond to detailed/technical questions, or would the Company prefer proponents to have only a core team present at the presentation, to facilitate a more interactive discussion?

**Answer:**

Only the core Lead Consultant Project Team should attend the oral presentation.

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