



NEW WESTMINSTER

November 8, 2013

**ADDENDUM #2
NWRFP-13-46
Building Envelope Design and Field Review Services
Roof Replacement
Queen's Park Arena, New Westminster, BC**

This addendum modifies the Request for Proposal only as noted:

7.0 TERMS OF REFERENCE

7.1

<DELETE> . . . assist the City in the tendering process, and to perform field review during construction . . .

13.0 PRICING

13.3

<DELETE> b), c), and renumber remaining

13.4

<DELETE> c)

ADDITIONAL INFORMATION – Answers to submitted questions

- Q1 Page 7 of 10 of RFP, under Scope of Services, it asks for cost analysis at schematic design and working drawing stage. Do we need to retain a Quantity Surveyor / Cost Consultant as part of the fee proposal?
- A1 This will be at the discretion of the proponent. In my experience, consultants have in house expertise to prepare cost estimates. The Owner requires a cost estimate.
- Q2 We are specifically looking for clarification for the deliverables as they relate to tendering and building permit application. Fees are being requested for the design of the re-roof at the property noted in the RFP. There is no mention that the consultant should allow fees for the application of a building permit,
- A2 No building permit application is required to reroof the building unless there is revision to the existing structure required. At this time, this cannot be determined. In any case, the drawing and schedules required would be from the structural engineer retained and paid for by the Owner.
- Q3 There is not any mention that the consultant should carry fees for the tendering and tender support of the project.
- A3 Tendering is not included in the scope of services requested.

Q4 This document references, under section 13.3, that expenses for items b, c, and d should be carried as part of the lump sum fixed fee proposal.

A4 [Please see above in this addendum.](#)

Q5 Also, item 13.4 (c) indicates that any fixed fees related to a building permit application will be reimbursed at cost. Should we be allowing for Tendering and Building Permit application in our fee structure?

A5 [Please see above in this addendum.](#)

Please acknowledge this addendum in your Proposal.

END OF ADDENDUM #2

Yours truly,



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