

## 42-2016 ADDENDUM 1

### REQUEST FOR PROPOSAL FOR PROFESSIONAL CONSULTING SERVICES FOR REPLACEMENT OF BOILERS, POOL WATER HEAT EXCHANGERS AND DOMESTIC WATER HEAT EXCHANGERS AT PAN AM POOL-25 POSEIDON BAY

#### **URGENT**

**PLEASE FORWARD THIS DOCUMENT TO WHOEVER IS IN POSSESSION OF THE REQUEST FOR PROPOSAL**

ISSUED: March 4, 2016  
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**THIS ADDENDUM SHALL BE INCORPORATED INTO THE REQUEST FOR PROPOSAL AND SHALL FORM A PART OF THE CONTRACT DOCUMENTS**

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**Please note the following and attached changes, corrections, additions, deletions, information and/or instructions in connection with the Request for Proposal, and be governed accordingly. Failure to acknowledge receipt of this Addendum in Paragraph 9 of Form A: Proposal may render your Proposal non-responsive.**

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#### **PART B – BIDDING PROCEDURES**

Revise: B9.7 to read:

B9.7 The Fee Proposal shall include Fees for:

- (a) bid ready documents;
- (b) support during bid period and Contract award;
- (c) construction Contract technical support and Contract administration as specified in the scope of services;
- (d) detailed schedule showing Hourly Rate of pay for all team members;
- (e) Consultant fee breakdown including but not limited to:
  - (i) Architectural;
  - (ii) Structural;
  - (iii) Mechanical;
  - (iv) Electrical;
  - (v) Cost Estimating;
- (f) disbursement fee breakdown (e.g. printing, destructive investigation, geotechnical etc.).

Add: B9.8 to read:

B9.8 Disbursements should include the following:

- (a) for cost estimating needs:
  - (i) printing of full-size Drawings and specifications;
- (b) for reviews by City staff at each review stage:
  - (i) printing of six (6) sets of full-size Drawings and technical specifications;
- (c) for contractor:
  - (i) printing of four (4) sets of full-size "Issued for Construction" Drawings, entire Bid Opportunity package and technical specifications;
- (d) for City:
  - (i) printing of four (4) sets of full-size "Issued for Construction" Drawings and technical specifications;  
and

- (e) for permit application purposes:
  - (i) printing of four (4) sets of full-size "Issued for Construction" Drawings and technical specifications as required.

## **PART D – SUPPLEMENTAL CONDITIONS**

Revise: D4.1 to read:

D4.1 The Services required under this Contract shall consist of professional consulting Services for the replacement of existing hot water boilers with new glycol boilers with new glycol to hot water heat exchangers and pumps to transfer heat into the existing hot water distribution loop (upgrade the existing hot water heating loop and controls to accommodate this). In the future, the hot water distribution loop will either be replaced and/or converted to a glycol distribution loop. On the existing hot water heating distribution loop, pool water heat exchangers are near end of life and have no redundancy. Add and/or replace pool water heat exchangers as required.

**NOTE: Adding and/or replacing the domestic water heat exchangers will not be part of this project.**

Revise: D4.1.1(f) to read:

- (f) in base project fee include class 3 construction cost estimate (preliminary design, for budget authorization). If the decision is made to obtain a more accurate costing prior to issuing a Bid Opportunity, a notice for a Change in Service will be issued to cover the additional expenses in accordance with C8;

Revise: D4.1.1(g) to read:

- (g) design, construction Drawing and specification development. Specifications are to be created in electronic word processing format on letter size sheets (8½" x 11"). Original drawings are in imperial measurement. Drawings for this Project to be in imperial measurement. Drawing sheet to be A1 (confirm at start of Project). All Drawings shall be done on computer using AutoCAD 2013 or later file format (.dwg). Drawing layering standards shall conform to American Institute of Architects (A.I.A.) long format layering convention;

Add: D4.1.2(d)

- (d) assist the City with contractor Bid evaluations as required.

Revise: D4.1.4(i) to read:

- (i) review of operation and maintenance manuals, equipment warranties, verification, testing and balance reports submitted by the contractor and issuing a deficiency list to the contractor complete with additional reviews to confirm deficiencies have been corrected. Consultant shall ensure the contractors provide four (4) sets of instruction manuals each consisting of installation data, parts list, operating instruction and recommended maintenance procedures. The instruction manuals shall be on hand for the Substantial Performance inspection;

Delete: D4.2(s)

Delete: D10.4

## **APPENDIX C – GENERAL INSTRUCTIONS TO CONSULTANTS**

Delete: APPENDIX C – GENERAL INSTRUCTIONS TO CONSULTANTS

**FORMS**

Delete form:        Person-Hours & Engineering Fees