



Municipality of South Bruce

MUNICIPAL OFFICE

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November 22, 2021

TO: BIDDERS/PROPONENTS

SUBJECT: ADDENDUM NO. 1

Building Condition Assessment - Request for Proposal Nov 2021

The following information, amendment and revision shall constitute Addendum No. 1, dated November 22, 2021 and shall form part of the Request for Tender and where applicable shall supersede requirements of other Request for Tender Documents.

This addendum is to clarify and/or amend the following:

Page 1 & 2 - PROPOSAL CLOSING DATE: has been extended to **December 7th, 2021** by 2:00 pm local time and the postal code on the second page should be **NOG 2S0**

Section A

2. RFP SCHEDULE – changed to the following:

- Deadline for Submitting Questions – **November 25, 2021**
- Deadline for Question Responses – **November 30, 2021**
- **Questions to be submitted by email to: kreinhardt@southbruce.ca**
- RFP Closes – **December 7th, 2021**
- Final Selection and Notification – **December 15th, 2021**

4. PROPOSAL CONTENT

Deliverables: The Consultant/Proponent shall prepare and submit one (1) hard copy and one (1) electronic copy. The pdf report is to include a facility report for each facility summarizing key findings from the condition assessments and the recommended capital needs along with an overall report prioritizing needs. Detailed inventory assessments in an excel document that may be uploaded into our City Wide Asset Inventory is also required. **A template of the excel format is attached to this addendum outlining the detail needed for the upload and may be used for the excel deliverable. The upload will be conducted by municipal staff.**

5. EVALUTION OF PROPOSALS

Add: A deadline for deliverables is not imposed however, the evaluation includes a score for the delivery timeline. A proponent that can provide the report in a more timely manner will receive a higher score for this part of the evaluation.

6. SUBMISSION OF PROPOSALS

Complete proposal responses, including the Irrevocable Offer as provided in Section D of the RFP, and required content must be submitted before 2:00 pm local time, **Tuesday, December 7th, 2021** and clearly labelled:

Section C – PROPOSAL SPECIFICATIONS

1. SCOPE

- 1. A designated substance and mould inspection & testing is not required.**

The requirement for a designated substance and mould inspection & testing is to be removed from page 10 Section C 1. Scope. The requirement is to read as follows:

The proponent is required to **provide a visual walkthrough to identify potential hazardous substances in the building or its components.**

- 2. Assessment of refrigeration equipment noted on page 10 is not required.**

The proponent is **not required to provide an assessment of refrigeration equipment** and this requirement is removed from page 10 Section C 1. Scope.

3. DATA CAPTURE REQUIREMENTS:

Component Name and Asset ID – Assessor to select component name and code as UNIFORMAT II standard (NIST) **to Level 3 – that is codes ending in 0. Equipment (E) Assessments are not required.**

Other Information that has been requested is provided for information purposes:

1. Facilities containing elevators:
 - a) Mildmay Arena & Community Centre
 - b) Formosa Community Hall
 - c) Teeswater Town Hall & Theatre
 - d) Teeswater Library

2. The following facilities have an ice rink (one pad)
 - a. Mildmay Arena & Community Centre
 - b. Teeswater Arena & Community Centre

3. The Teeswater Swim Pool and the Mildmay Swim Pool are outdoor pools. The buildings include change rooms with showers, washrooms, mechanical rooms, and an office.

4. A designated substance report for the Teeswater Town Hall and theatre is available.

Kendra Reinhart, Treasurer
Municipality of South Bruce
kreinhart@southbruce.ca

This addendum must be signed and included in the Proposal. I acknowledge receipt of this addendum and the attached template.

Company

Signature

Date