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November 26, 2018

Via Internet Posting (3 pages)

**Addendum No. 1
Request for Proposal No. 9119-18-5075**

For: Professional and Technical Services required to undertake Structural Condition Assessment Audit of All Parks, Forestry and Recreation Long-Span Roof Buildings.

Closing Date: December 4, 2018, 12:00 NOON (LOCAL TIME)

Please refer to the above Request for Proposal (RFP) document in your possession and be advised of the following:

I. Questions and Answers:

The following are responses to questions received during the call period:

- Q1) What items does the cash allowance for inspection and testing cover (i.e. does this cover lift rental and test openings as required)?
- A1) Yes the cash allowance covers lift rental and test openings.**
- Q2) Please confirm the scope of investigations is limited to the long-span roof trusses at each location, and does not include a comprehensive review of each building structure.
- A2) Review is limited to the long span roof trusses at each location.**
- Q3) It appears that Section 3.2.2 – Role of Vendor is included in error, as it is in conflict with other sections of the document. Please confirm.
- A3) This section 3.2.2 is to be included in order to describe the responsibilities as described.**
- Q4) If Section 3.2.2 is intended to be included, note that Section 3.2.2 - Role of Vendor refers to a “preliminary professional report”, but it does not indicate the topic of this report. Is this clause intended to describe the standard of report required for each building?
- A4) The topic of the report relates to the long span roof trusses, and the preliminary report content is described.**
- Q5) Please confirm the “twelve weeks (60 business days)” schedule referred to in 3.2.2 - Role of Vendor, if included.
- A5) The 12 weeks indicates duration and deadline for preliminary report submission.**

- Q6) Please confirm that the Vendor is NOT required to produce as-built drawings for each location.
- A6) *As-Built Drawings are not required.***
- Q7) Please confirm which existing drawings are available for review and use (ref 3.2.5 – Role of Vendor).
- A7) *It states “existing drawings where available”. Successful proponent will be provided with the information where available.***
- Q8) Section 3.2.9 – Role of Vendor refers to questionnaires. Are these existing documents or are they to be developed by the Vendor with City input?
- A8) *To be developed by the Vendor with City input and reference to previous questionnaires.***
- Q9) The RFP appears to indirectly indicate that all of phase 1 investigations and reporting must be complete by end of December. This schedule is extremely aggressive, and as such please confirm that the intent is to have all 4 phases completed by the middle of May, with no additional intermediate schedule requirements.
- A9) *Proposed Project Schedule within 3.0 Scope of Work indicates early December PO Issued with an approximate 5 month period to final submission of reports.***
- Q10) The scope of work (Section 3.0) calls for a comprehensive structural assessment. Is there an industry standard you would like us to follow?
- A10) *Nothing specific-consultant should follow standard practices by PEO.***
- Q11) Are there any sample reports from previous studies that you can share with us?
- A11) *No, there are no sample reports available.***
- Q12) Please clarify what is meant by “concepts, schematics, and analysis” when mentioned within the scope of work Section 3.0 of the RFP.
- A12) *The assessment may involve the consultant to consider the roof truss concept, review existing drawing information or if lack of drawing records, develop a schematic of observed condition, and their analysis of the existing structural system.***
- Q13) Can you please share the square footage for each of the facilities listed in Appendix F of the RFP?
- A13) *The consultant can use google view to determine approximate roof area.***
- Q14) Do you have as built structural drawings available for each of the facilities?
- A14) *Refer to A7) above.***
- Q15) In section 2.0 Purpose it is stated that “the purpose is to undertake a comprehensive structural assessment audit of facilities constructed with long-span roof trusses.” Does this mean that we are assessing all structural elements in these buildings (i.e. all columns, beams, walls, and slabs)?

A15) The assessment relates to the long span roof truss system that may include how it is supported.

Q16) Because in section 2.2 *Background* it states “the Capital Projects Section is initiating this structural condition assessment audit of the long-span roof trusses for structural capacity” which makes it sound like we are just assessing the roof trusses and not any of the other structural elements in the building (columns, beams, walls, and slabs).

A16) Refer to A15) above.

Q17) In section 3.0 *Scope of Work* it states we are “required to provide detailed and thorough inspection/investigation, reports, schedules, concepts, schematics and analyses, to carry out this assignment”. Does this mean we are being asked to run structural analyses (with software) on all structural components in these buildings?

A17) The assessment needs to provide an informed opinion of the existing long span roof truss system load capacity. How that is achieved is up to the consultant.

Q18) In general, the overall scope is unclear and further clarification is required to accurately price this.

A18) The scope has been identified sufficiently for pricing.

All other terms and conditions remain the same.

Please attach this addendum to your RFP document and be governed accordingly. Proponents must acknowledge receipt of all addenda in their Proposal in the space provided on the Proposal Submission Form as per Appendix A, Section 4 - Addenda of the RFP document. All other aspects of the RFP remain the same.

Should you have any questions regarding this addendum contact Martin Suits by email at Martin.Suits@toronto.ca.

Yours truly,

Sabrina Dipietro
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