

February 20, 2019

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(5 pages + 2 Attachments)

**ADDENDUM NO. 2
REQUEST FOR PROPOSAL NO. 9117-18-7752
CLOSING DATE: 12:00 NOON (LOCAL TIME), MARCH 27, 2019**

**For: Basement Flooding Protection Program (BFPP) Capacity Assessment Studies
Study Areas 46-61, and 63-67**

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

I. REVISIONS

1. Section 2.3.7.a

In the second sentence, replace reference to Section 2.3.6.c with reference to Section 2.3.7.c.

2. Section 2.6.3.i

Add the following to Section 2.6.3.i:

"17. The surveyor Party Chief must have a minimum of 5 years of related experience in providing and managing engineering surveys of similar scope as required by this RFP. The surveyor Party Chief's experience will be verified as part of the Engineering Survey scope of work approval process during the Project."

3. Section 3.4.4.b.

Replace the existing with the following:

"Subsections 1 through 5 should be limited to 30 pages, minimum 11 point font, single sided (or preferably printed on 15 pages double sided), with unlimited appendices."

3. Section 3.4.8.b

Replace the existing with the following:

"Provide a schedule (Gantt Chart format) illustrating tasks and deliverables with key dates for major deliverables. It is expected that the schedule will be adhered to unless a written explanation is received from the Consultant and a written acceptance of schedule deviation is obtained from the City. Consultants shall provide a schedule for each Bundle (Bundles A – E) with each Study Area included in the Bundle schedule. If the Consultant considers a timeline to be too short or too long, this is to be explained in the Proposal. The Consultant's ability to maintain the proposed schedule will be evaluated in the performance reviews completed during and at the end of the Project."

4. Section 3.4.8.j

Replace the existing with the following:

"Provide one time-task breakdown for each Project (Bundles A – E). Hourly rates or disbursement amount should not be included in the Technical Proposal. Include a time- task breakdown with estimated person-hours for team members required to complete the various components of the Project. The time-task breakdown should be expanded based on the scope of services presented in this RFP."

5. Section 3.4.8.m

Replace the existing with the following:

"Proponents who opt to be considered for a second Bundle should include a time-task breakdown for undertaking the scope required for Bundle F in the appendices, which will be developed as per the above requirements based on the assumption that the Proponent will be undertaking the Project for Bundle A as their first Bundle, and accordingly consider the resources that will need to be dedicated to performing the Bundle A Project."

6. Section 3.4.6.f.9

Delete Section 3.4.6.f.9 in its entirety.

7. Section 3.4.6.j.2

Replace the existing with the following:

"Client contact name and title, address, telephone number and email address"

8. Section 4.3.5

In the second sentence, replace reference to Section 4.3.3 with reference to Section 4.3.4.

9. Section 4.3.6

Replace the existing with the following:

"Following the allocation of Bundles, one Vendor may be awarded a second Bundle, with the second Bundle being Bundle F: Study Areas 56, 60, 63, 64 and 67. If the City chooses to award Bundle F to one of the Vendors, the second Bundle would be awarded to the Vendor with the highest Total Capacity Score from Table 4.2."

10. Section 5.4.1.a

Replace the existing with the following:

"The Proponent shall include the cost of undertaking flow, level and rainfall monitoring for the duration of the Study in items B.1 – B.5. These items and quantities will be confirmed by the Consultant as part of the development of a rainfall and flow monitoring plan. Cost for data review, analysis and reporting is addressed in the Preliminary Design Cost of Services in Tables 5.3A-F."

11. Section 5.5.1

Add the following to Section 5.5.1:

"n. Allowance for Paid Duty Officer for traffic control including all associated administration and overhead costs during the rain and flow monitoring program implementation."

II. ATTACHMENTS

1. February 8, 2019, mandatory information meeting presentation (23 pages).
2. Revised tables 5.2A to 5.2F, 5.3A to 5.3F, and 5.4A to 5.4F (18 pages)

III. QUESTIONS AND ANSWERS

Q1. In Section 1.6.2, the RFP states that "In accordance with Section 1.3.2 of the City of Toronto Social Procurement Policy, points will be assigned to proponents that submit information as part of their proposal that will improve supplier diversity in the City's supply chain..." However, the Proposal Evaluation Form in Table 4.1 does not have the assigned points for social procurement. Please consider adding the missing item to the evaluation form.

A1. The social procurement and workforce development information is to be included in subsection 1 of your Proposal, and will be evaluated and scored under the "Proponent's Profile & Corporate Experience" section of Table 4.1 – Proposal Evaluation Form.

Q2. In Section 3.4.4 Format, there seems to be a discrepancy with the page limit. Although it says there is a 30 page limit, in the same sentence it states "...single sided (or preferably printed on 10 pages double sided)." Can the City please clarify if this should say ".....single sided (or preferably printed on 15 pages double sided)."

A2. See Section I above.

Q3. Will the City allow if Tables 3.1: Corporate Experience and References and Table 3.2: Qualifications of Key Team Members, can be referred to in an appendix?

A3. Yes. Tables 3.1 and 3.2 can be included in an appendix.

Q4. Will the City count tabs as part of the page limit?

A4. No, as long as the tabs do not include any content.

Q5. When will the City announce their decision for RFP 9117-18-7211 (Downtown EA for Areas 42, 44, and 62)?

A5. The award of RFP 9117-18-7211 took place at Bid Award Panel meeting on February 20th, 2019.

Q6. Can the City please clarify the intent of the Engineering Survey Lead (RFP 3.4.6.f.9)? Is this a role during Predesign for coordination of SUE and Topographic Survey and Geotechnical Investigations?

A6. Engineering Survey Lead refers to the engineering survey Party Chief. Refer to Section I above.

Q7. Please clarify how many Time Task Matrices the City expects with each proposal. RFP item 3.4.8.j indicates that a TTM is required "for the Project"

and item 3.4.8.m indicates that a second TTM is required if a proponent is opting to be considered for a second Bundle. Please confirm that proponents are to submit a TTM for each Bundle, or if only one TTM is required for Bundles A through E.

- A7. As outlined in Section 1.2.33 of the RFP, "Project" is defined as the total scope of work (base and provisional items, study component and preliminary design component) for one Bundle of Study Areas, as specifically defined in the RFP. Based on this definition and the revisions included in Section I above, a time-task breakdown is required for each Bundle A – E. The submission of a time-task breakdown for Bundle F is only required if the proponent has opted to be considered for a second Bundle. See Section I above.
- Q8. Further to RFP item 3.4.8.b, please confirm that proponents can prepare a separate schedule for each Bundle, with each Area included under the appropriate Bundle.**
- A8. Proponents can prepare a separate schedule for each Bundle with each Study Area included in the Bundle schedule. See Section I above.
- Q9. Please confirm that the project schedules and TTMs will not be included in the page count, and should be included at the end of the body of the proposal.**
- A9. Confirmed.
- Q10. Please confirm the values on the following tables:**
- **Section 5.4, Table 5.3A, Item C Total MCC should be \$47,125,000.00 instead of \$47,250,000.00, and Note B should be \$47,125,000.00 instead of \$47,250,00.00.**
 - **Section 5.4, Table 5.3B, Item C Total MCC should be \$47,125,000.00 instead of \$47,250,000.00, and Note B should be \$47,125,000.00 instead of \$47,250,00.00.**
 - **Section 5.4, Table 5.3C, Item C Total MCC should be \$47,125,000.00 instead of \$47,250,000.00, and Note B should be \$47,125,000.00 instead of \$47,250,00.00.**
 - **Section 5.4, Table 5.3D, Note B should be \$31,500,000.00 instead of \$47,250,00.00.**
 - **Section 5.4, Table 5.3E, Item C Total MCC should be \$47,125,000.00 instead of \$47,250,000.00, and Note B should be \$47,125,000.00 instead of \$47,250,00.00.**
 - **Section 5.4, Table 5.3F, Note B should be \$63,000,000.00 instead of \$47,250,00.00.**
 - **Section 5.5, Table 5.4A, Subtotal Provisional Cash Allowances – Preliminary Design (F) should be \$2,125,000.00 instead of \$2,045,000.00.**
 - **Section 5.5, Table 5.4B, Subtotal Provisional Cash Allowances – Preliminary Design (F) should be \$2,125,000.00 instead of \$2,045,000.00.**
 - **Section 5.5, Table 5.4C, Subtotal Provisional Cash Allowances – Preliminary Design (F) should be \$2,175,000.00 instead of \$2,045,000.00.**
 - **Section 5.5, Table 5.4D, Subtotal Provisional Cash Allowances – Preliminary Design (F) should be \$1,555,000.00 instead of \$1,425,000.00.**
 - **Section 5.5, Table 5.4E, Subtotal Provisional Cash Allowances – Preliminary Design (F) should be \$2,175,000.00 instead of \$2,045,000.00.**
 - **Section 5.5, Table 5.4F, Subtotal Provisional Cash Allowances – Preliminary Design (F) should be \$2,835,000.00 instead of \$2,705,000.00.**
- A10. Tables 5.2A to 5.2F, 5.3A to 5.3F, and 5.4A to 5.4F have been revised and are included as an attachment to this addendum. See Section II above.

Q11. Can the locations of past flow monitoring sites shown in the RFP figures be provided as GIS data?

A11. GIS data with locations of past flow monitoring sites will be provided to the Proponents who return a completed Request for Digital Data Legal Disclaimer Form attached to this Addendum. Please fill out the form, including the Proponent's e-mail address, and submit it to Aimee Yang.

Should you have any questions regarding this addendum contact Aimee Yang by email at aimee.yang@toronto.ca.

Please attach this addendum to your RFP document and be governed accordingly. Proponents must acknowledge receipt of all addenda in their Proposal as per Appendix A section 4, of the RFP document. All other aspects of the RFP remain the same.

Thank you,

Sabrina Dipietro
Acting Manager
Construction Services
Purchasing and Materials Management Division