



July 19, 2019

SITE MEETING NOTES, ADDENDUM No. 5

**Request for Proposal CS-19-07
CONSULTING SERVICES – DETAILED DESIGN
FOR PUBLIC SAFETY OPERATIONS BUILDING**

*The addendum is being issued prior to the closing of the Request for Proposal (RFP) to provide further information, make changes to, or to clarify the RFP Documents and is to be read, interpreted and coordinated with all other parts of the RFP Documents. In the case of a conflict with the balance of the documents, this Addendum shall govern. **Proponents shall attach a signed copy of this addendum to their proposal submission, failure to do so may result in a non-compliant proposal.** This addendum shall form part of the Contract Documents.*

Mandatory Site Meeting Notes:

Staff: Melanie Perrin, Project Manager, Manager of Public Safety Operations
Michael Higgins, GM of Community Services
Steve Botham, Manager of Information Technology
Tony Fry, Public Safety Technician
Cindy Paton, Community/Public Safety Assistant (Note Taker)
Bonnie Seitz, Community/Public Safety Assistant
Chris Plato, Consultant to the Regional District, Colliers

Representatives from the following firms attended the Mandatory Site Visit:

KMBR Architects Planners Inc.
Chernoff Thompson Architects North
NRS Engineering Ltd.
Boldwing Continuum
Boni Maddison Architects
Office of McFarlane Biggar Architects (OMB)
Architecture 49

Project Manager:

- Introduced staff in attendance and explained their roles;
- Brief overview of the project;
- Walked the site;
- Last day for questions is July 24th, 2019 at noon (see section 1.3 of the RFP);
- Closing date and time is Monday, August 19, 2019 at 2:00 p.m.; and
- Hosted proponent questions.

Addendum No. 5 is being provided in clarification to RFP CS-19-07 released July 5, 2019.

QUESTION 1: Who is the tower contractor?

ANSWER 1: RH Construction Services. The Public Safety Operations Building needs to be within 20' of the tower, a shorter cable run is better.

QUESTION 2: Is it mandatory that the building be multiple stories?

ANSWER 2: Multiple stories is not mandatory. It is the responsibility of the proponent to propose the best construction option to balance Regional District requirements, site, cost, sustainability, etc.

QUESTION 3: Is the projected budget of \$1.375 million for a building of 2,500 or 3,500 sq. ft.?

ANSWER 3: The projected budget of \$1.375 million was based on the 2,500 sq. ft. building as per the conceptual design. We anticipate that increasing the square footage of the building may result in an increased budget for the construction of the Public Safety Operations building.

QUESTION 4: Building completion in the summer of 2020 is an aggressive timeline, is this a firm timeline.

ANSWER 4: We agree. The timeline is based on external contributory factors and we acknowledge that there may be some impact to the timeline that is beyond our control.

QUESTION 5: Does this property require a Development Permit.

ANSWER 5: Yes, the City of Prince George does require a Development Permit for this property. Proponents are encouraged to contact the City of Prince George for more information.

QUESTION 6: What is required for site development work?

ANSWER 6: The City of Prince George Bylaw and Development Permit requirements will specify what site works are required, with regard to parking spaces, surfacing, landscaping. During the design phase the consultant will work with the Regional District to determine site development requirements.

QUESTION 7: Storm well attenuation?

ANSWER 7: Consultant to determine requirements during the design phase.

QUESTION 8: Is this building being designed to Leed standards?

ANSWER 8: No the building is not being designed to Leed standards, the design should encompass best practise principles. It is the responsibility of the proponent to propose the best construction option to balance Regional District requirements, site, cost, sustainability, etc.

QUESTION 9: Is there a topographical survey available.

ANSWER 9: The Regional District will provide a topographical survey and the site geotechnical information as soon as available (anticipated to be available August 8, 2019).

QUESTION 10: How many people are anticipated to occupy the building during peak use?

ANSWER 10: We anticipate 12-15 people during peak use.

QUESTION 11: Will there be anyone in the building when the backup FOCC is not in use?

ANSWER 11: Yes, there will be a continual presence for technical purposes.

QUESTION 12: Will the consultant be required to do the Furniture, Fixtures & Equipment (FF&E) design?

ANSWER 12: No.

QUESTION 13: Is there information available regarding the grounding for the tower?

ANSWER 13: Once the tower is constructed there will be “as built” drawings available from the Regional District for below ground works including the grounding for the tower.

QUESTION 14: Can the tower be moved.

ANSWER 14: No, the location of the tower is already registered with the governing bodies and may not be moved.

QUESTION 14: Are the cost estimates the responsibility of the consultant or the owner?

ANSWER 14: As specified in the Scope of Work, the Consultant is required to provide 50% cost estimate at design completion and 95% cost estimate at 95% design completion prior to completing the tender-ready drawings. The Consultant is responsible for the QS work.

QUESTION 15: What about the trees on the site, are they being left?

ANSWER 15: The Regional District would like to see some trees along the Ospika Boulevard side. As the design work progresses and we have a firm idea Development Permit needs, this will be worked out with the Consultant during the design phase.

QUESTION 16: Is there a legal survey available?

ANSWER 16: Please see attached to this addendum as page 4.

I/We hereby verify that we have considered this addendum in our proposal submission.

Proponent's Signature

Date

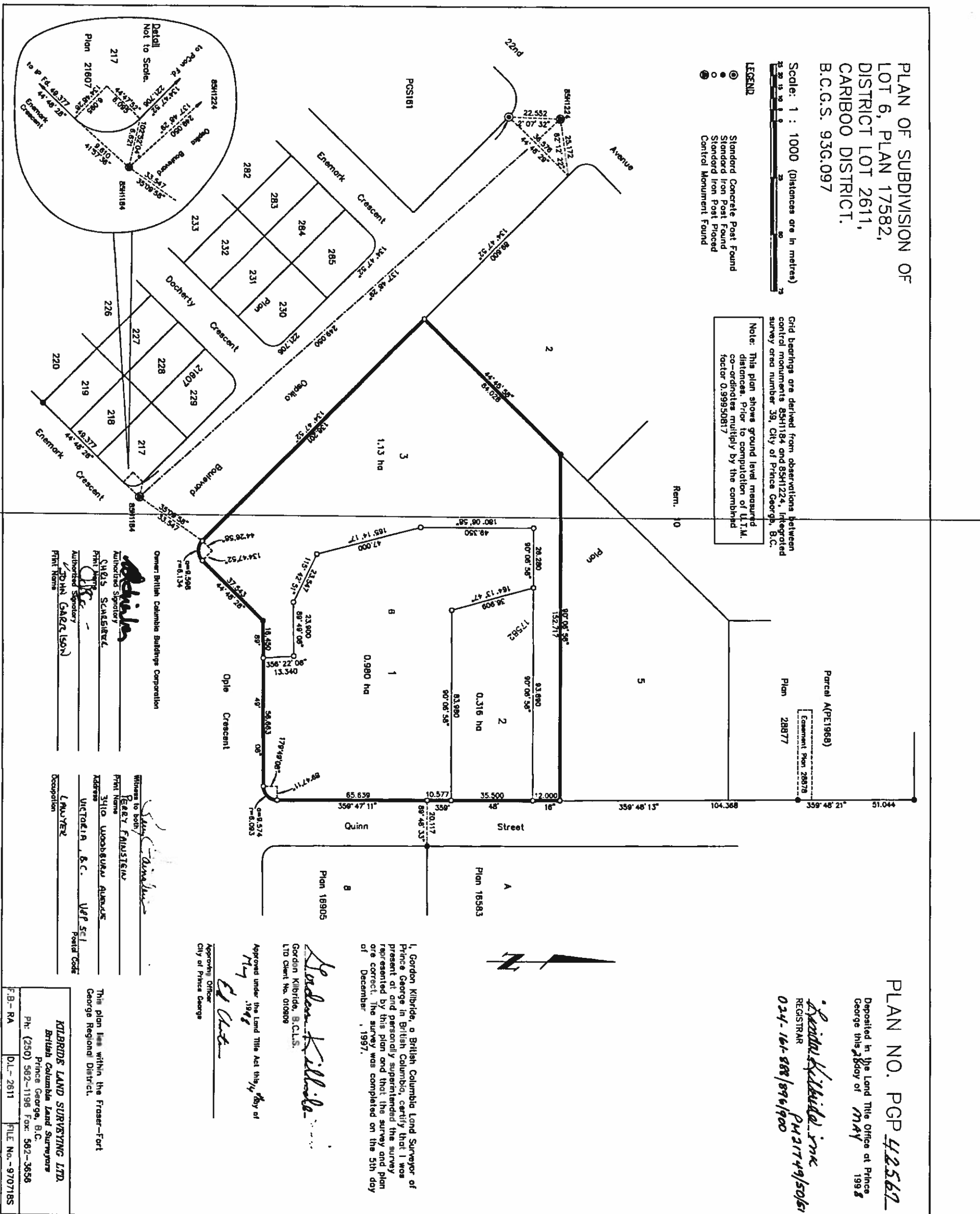
All inquiries relating to RFP CS-19-07 must be emailed to:
Melanie Perrin, Manager Public Safety Operations, mperrin@rdffg.bc.ca

PLAN OF SUBDIVISION OF
 LOT 6, PLAN 17582,
 DISTRICT LOT 2611,
 CARIBOO DISTRICT.
 B.C.G.S. 93G.097

Scale: 1 : 1000 (Distances are in metres)

- LEGEND
- Standard Concrete Post Found
 - Standard Iron Post Found
 - ⊙ Control Monument Found

Note: This plan shows ground level measured distances. Prior to computation of U.T.M. co-ordinates multiply by the combined factor 0.99950817



PLAN NO. PGP 42567
 Deposited in the Land Title Office of Prince
 George this 28th day of MAY 1998

Gordon Kilbride
 REGISTRAR
 24-161-888/896/900
 PW 21749/50/51

I, Gordon Kilbride, a British Columbia Land Surveyor of
 Prince George in British Columbia, certify that I was
 present at and personally supervised the survey
 represented by this plan and that the survey and plan
 are correct. The survey was completed on the 5th day
 of December, 1997.

Gordon Kilbride
 Gordon Kilbride, B.C.L.S.
 LTD Client No. 010809

Approved under the Land Title Act this 14th day of
 May 1998
Ed Cate
 Approving Officer
 City of Prince George

Owner: British Columbia Building Corporation
 Authorized Signatory
 CHLOE SCANDLER
 FRM Name: CHLOE SCANDLER
 Authorized Signatory
 JOHN GARRESON
 FRM Name: JOHN GARRESON

Witness to both
 BEBEY FINLUSTON
 FRM Name: BEBEY FINLUSTON
 Address: 3110 WOODBURN AVENUE
 VICTORIA, B.C. V8P 5C1
 Occupation: LAWYER

This plan lies within the Fraser-Fort
 George Regional District.
KILBRIDE LAND SURVEYING LTD.
 British Columbia Land Surveyors
 Prince George, B.C.
 Ph: (250) 562-1198 Fax: 562-3658
 F.B.-RA D.L.-2611 FILE No.-9707185