

Addendum #1

Issued: February 27, 2020

Description of Addendum

The purpose of this Addendum is to address Respondent enquiries and clarify the intent of the Request for Qualifications for Owner’s Engineer Services.

Deletion with Replacement

The table of Evaluation Criteria in Appendix A: Submission Requirements and Evaluation Criteria is hereby deleted in its entirety and replaced with Attachment #1: Evaluation Criteria. The changes are highlighted in red.

Table 2 Project Schedule of Section 2.2 is hereby deleted in its entirety and replaced with Attachment #2: Project Schedule. The changes are highlighted in red.

Respondent Enquiries

Question #1

Source

Page Limit in Evaluation Criteria

Request

We would like Clarification in regards to the page limit. Are resumes included in the 34 page limit?

Response

The District of Kitimat confirms that Appendix A: Nominated Projects and Appendix B: Key Individuals’ Resumes are not included in the page limit. It is expected that relevant information for evaluation purposes will be provided by the Respondent within the 26-page limit (refer to the changes highlighted in Attachment #1) of their Response. Appendices are to provide supplemental information.

As such, the content requirements provided for the Appendices in the Evaluation Criteria are intended for guidance (i.e. the level of detail that is normally expected on a project information sheet) to the Respondents when preparing their Responses.

Question #2

Source

Appendix A: Submission Requirements and Evaluation Criteria

Request

On Pages 19 and 20, Appendix A Nominated Projects of the evaluation criteria table contains a list of information to be provided. Is this Nominated Project information to be included under the Team Lead section as part of the 6 page limit and included under the OE Team section as part of the 20 page limit or is this information to be provided as a separate Appendix with no page limit (ie. does not count as part of total 34 page limit).

Response

See Response to Question #1 and Attachment #1.

Question #3

Source

n/a

Request

Would you be able to provide drawings/as-builts of the current bridge, structures, roads, etc.? That would include any existing UG utilities and current site conditions.

Response

The District of Kitimat intends to make information such as this available at the Request for Proposal stage of the Competitive Selection Process.

Question #4

Source

n/a

Request

Is this RFQ only for OE services? Typically OEs would oversee the construction work of the entire project. Or can contractors respond to this RFQ to be evaluated as a Design-Build Contractor?

Response

Please refer to Section 4.3. It is confirmed that this RFQ is for Owner’s Engineer Services, not for the services of a Design-Build Contractor.

Question #5

Source n/a

Request Perhaps there is a mistake on the project schedule noted on page 5 of the RFQ. It mentions contract award to DBC in February 2020. Should that be 2021?

Do you anticipate that contractors will be able to bid on the construction of the bridge early next year?

Response The District of Kitimat has amended Table 2 Project Schedule of Section 2.2 of the RFQ. Please refer to Attachment #2.

See Response to Question #4.

Question #6

Source Section 2.1 of RFQ

Request Please confirm what hydrological site investigations are anticipated.

Response The District of Kitimat anticipates that hydrological site investigations, among other site investigations, may be required as part of the Owner’s Engineers’ work in developing a Reference Concept Design for the Project. The shortlisted Proponents will receive an RFP requesting Proposals which may require specific services, or for Proponents to recommend services, in support of its Reference Concept Design.

Question #7

Source Evaluation Criteria

Request In the Evaluation Criteria on Page 19, both Section 5 Team Lead and Section 6 OE Team ask us to “identify three Nominated Projects...” for each key individual. Should we provide the content requirement details as requested in Appendix A Nominated Projects directly in our response for Sections 5 and 6? Or do you prefer we summarize the nominated projects to our discretion in our response for Section 5 and 6, and then answer the Nominated Project content requirements on these projects in the Appendix?

Response

It is expected that relevant information for evaluation purposes will be provided by the Respondent in Sections 5 and 6 of their Response. This would summarize more detailed information provided in Appendix A: Nominated Projects.

Attachment #1: Evaluation Criteria

Section	Title	Content Requirements	Page Limit	Score
Title Page	Haisla Bridge Replacement Project – Request for Qualifications – Owner’s Engineer Services	Contact information for the Respondent’s Representative including name, employer, mailing/courier address, telephone number, and email address. The Respondent’s Representative will be the only person to receive communication from the Contact Person regarding this RFQ.	4 n/a	Pass/Fail
1	Transmittal Letter	Transmittal letter.	4 n/a	Pass/Fail
2	Response Declaration Form	Response Declaration Form (see Appendix B of this RFQ) signed by the Respondent.	2 n/a	Pass/Fail
3	Organizational Chart	An organizational chart showing the Key Individuals comprising the Respondent Team and lines of reporting responsibility.	4 n/a	Pass/Fail
4	Key Individuals	A table summarizing the Key Individuals with a written description of their role and responsibilities on the Project.	2 n/a	Pass/Fail
5	Team Lead	Identify three (3) Nominated Projects that are relevant to the Project that demonstrates the Team Lead’s experience and capability in delivering the OE Services. It is not necessary for each Nominated Project to address all areas listed in Section 2.1 of this RFQ.	6	25
6	OE Team	For each Key Individual, identify three (3) Nominated Projects that are relevant to the Project that demonstrates the Key Individual’s experience and capability in delivering the OE Services. It is not necessary for each Nominated Project to address all areas listed in Section 2.1 of this RFQ. Note any synergy of team members from previous DB projects.	20	75
Appendix A	Nominated Projects	<u>Information may include</u> Provide the following information: (1) Name of the project including official project name and contract number (if applicable); (2) Location of the project including country, province/state and site or project extent; (3) Owner/organization name; (4) Project value and respondent’s contract value; (5) Current information for key client contacts, including name, title, role, telephone number, email addresses, and preferred language of correspondence. By providing this information you are authorizing the District or their designated representatives to	- n/a	-

Request for Qualifications – Owner’s Engineer Services
Haisla Bridge Replacement Project

Section	Title	Content Requirements	Page Limit	Score
		<p>contact these individuals for all purposes, including gathering information and documentation, in connection with this RFQ;</p> <p>(6) Time period of involvement/contract period including the contract commencement date, end of construction date, and contract end date;</p> <p>(7) Description of project including the scope, objectives, and complexity;</p> <p>(8) Relevance of the project top this project;</p> <p>(9) Current status of the project relative to key milestone events;</p> <p>(10) Procurement delivery model (e.g. public private partnership, design-build, design-build-finance, design-bid-build, construction management, or other (please specify));</p> <p>(11) Performance in meeting obligations related to the contract. Describe the level of achievement of performance specifications, including any cured or uncured contractual defaults;</p> <p>(12) Summary of key firms including role, duties, and responsibilities; and</p> <p>(13) Summary of key individuals including role, duties, and responsibilities.</p>		
Appendix B	Key Individuals’ Resumes	<p>Information for each Key Individual may include Provide the following information for each Key Individual:</p> <p>(1) Professional qualifications and designations;</p> <p>(2) Summary of education;</p> <p>(3) Summary of years of experience and project experience, including previous roles and responsibilities;</p> <p>(4) Relevance of experience to this project;</p> <p>(5) Availability to participate in the Project given current and anticipated commitments to other projects.</p>	-n/a	-
Totals			2425	100

Attachment #2: Project Schedule

Activity	Estimated Completion Date
Award Contract for OE Services	April 2020
Draft Reference Concept Design (30%)	End of July 2020
Reference Concept Design (30%) Complete, Technical inputs to the DB RFP, Technical inputs to the Project Definition Report	End of August 2020
Award Contract to Design-Build Contractor	February 2020 2021
Substantial Completion	December 2022
Total Completion	March 2023

All other terms and conditions of the Request for Qualifications for Owner’s Engineer Services remain unchanged.

End of Addendum #1.