

**RFP ADDENDUM #1**  
 Date of Addendum: November 5, 2024

**NOTICE TO ALL POTENTIAL RESPONDENTS**

The Request for Proposals (RFP) is modified as set forth in this Addendum. The original RFP Document remains in full force and effect, except as modified by this Addendum, which is hereby made part of the RFP. Proponents shall take this Addendum into consideration when preparing and submitting their Proposals.

**PROPOSAL SUBMITTAL DEADLINE**

The Proposal submittal deadline has been extended by 1 week and is now Friday November 22 at 4 pm EST.

**1.0 – RFP**

Item	Section	Description of Change
A.5	Project Schedule	Add this additional text to the end of this section: “For clarity, three separate construction phases are planned, based on building occupancy.”
B.2	Scope of Services	In the first sentence of this section, delete the reference to civil and acoustical engineering so the sentence reads as follows: “The successful Proponent will provide architectural, engineering (including structural, electrical, mechanical), cost estimating, and construction contract administration services as detailed below.”  Amend bullet point 5 under Phase 2 to read: “The project is intended to be delivered using the services of a construction manager. A single general contractor will be hired for this purpose. There will be no sequential tendering.”
B.3.2	Professional Requirements	In the third paragraph, delete the reference to OAA Document 600-2013 and replace it with “OAA Document 600-2021A”

**2.0 – QUESTIONS AND ANSWERS**

The following questions and answers are provided as a matter of information to clarify issues raised about the RFP. To the extent that changes to the RFP are required based on the questions received, the RFP has been modified as noted above in the RFP section of this Addendum.

Item	Questions and Answers
2.1	<u>Question:</u> Will the authors of the feasibility study be invited to respond to the RFP for this project?  <u>Answer:</u> Yes, the authors of the feasibility study have been invited to respond to this RFP. This is an open process. A number of firms have been made aware of

	<p>this RFP and it is posted publicly. We look forward to receiving proposals from all interested parties.</p>
2.2	<p><u>Question:</u> Are there architectural CAD drawings available for the building?</p> <p><u>Answer:</u> No, the College is not in possession of CAD drawings. The available documents are outlined in A.6 Owner Provided Information in the RFP document. The as-built CAD drawings referred to in B.4.2 are for the information and use of the University of Waterloo, with which Conrad Grebel University College is affiliated.</p>
2.3	<p><u>Question:</u> It is our understanding that either Architect or Engineer can be Prime Consultant for the project, please confirm.</p> <p><u>Answer:</u> That is correct, either Architect or Engineer can assemble a team to respond to this RFP.</p>
2.4	<p><u>Question:</u> Does the project require interior demolition/removals?</p> <p><u>Answer:</u> The project will require some interior demolition/removal in the washrooms and potentially of the hot water heating system in the residence rooms, depending on which design solution is chosen.</p>
2.5	<p><u>Question:</u> Please clarify specifics about the meeting location for the optional November 8, 2 pm site visit.</p> <p><u>Answer:</u> Proponents attending the site meeting should gather just inside the building main entrance, in front of the reception desk. The main entrance is directly up the stairs from the parking lot.</p>
2.6	<p><u>Question:</u> Please confirm that renovation work will be completed under a single permit with several occupancies according to the number of phases.</p> <p><u>Answer:</u> Our assumption has been that there will be two permits as the two major phases of construction will be approximately a year apart. However, we are open to our design team's advice on this point.</p>

**END OF ADDENDUM**