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# Addendum

## Request for Proposals – Prime Consultant Services

### New Sherwood Elementary K-6 School Project

**Project Number: 493-17093**

**ADDENDUM # 1**

**Date : October 15, 2020**

**Page 1 of 4**

The following amendment to the tender documents is effective immediately. This addendum shall form part of the contract documents.

**Note: Please indicate this addendum number is included in proposal documents.**

Item

Description

**A-1.1 The date for submission of proposals, identified in Section 10.5, is extended to 2:00 p.m. on TUESDAY, November 3, 2020.**

**A-1.2 RFP item 2.1, Page 6, Paragraph 4:**

.1 Clarification: The intent is to have a high level review of these various options to determine the overall financial (and energy) impact of each option prior to committing to the design of these components.

**A-1.3 RFP item 2.2, Page 6:**

- .1 Clarification: It is anticipated that the RFP for procurement of a Construction Manager be issued within a month following the close of the Prime Consultant RFP. The RFP will be prepared and issued by TIE and will be evaluated by the same evaluating committee involved in the Prime Consultant RFP which includes representatives from TIE, the Department of Education and Lifelong Learning and the Sherwood Elementary School. The Prime Consultant will not be involved in the Construction Manager RFP process.
- .2 Clarification: It is anticipated that 15-18 trade tender packages will be issued for tender call, each with individual contracts with the Owner.

**A-1.4 RFP item 2.4:**

- .1 Clarification: The demolition costs related to the demolition of the old Sherwood School are estimated to be approximately \$450,000. An Environmental and

Hazardous Materials Assessment Services RFP for the existing building will be issued in the Spring of 2021 in order to allow investigations work to be completed during the Summer 2021. A subsequent report will be available in the Fall of 2021.

**A-1.5 RFP item 4.2:**

- .1 Clarification: In an effort to explain what we are expecting from the Prime Consulting team, and energy modeler, the following is a high level outline of the anticipated design process. The outline below is meant to replace and expand on items 4.2.1-4.2.8:
  1. A space program has been finalized by TIE, EDU and PSB.
  2. Design team shall complete a Schematic Design to determine layout for approval based on the completed space program.
  3. Provide a baseline energy model based on the schematic design layout, utilizing the design parameters, and minimum standards outlined in NECB 2017. (EUI-NECB 2017).
  4. Provide a proposed energy model based on the schematic design layout, utilizing the design parameters outlined in NECB 2017, as well as enhanced elements to reach 50% better than baseline with Maximum EUI of 110 kWh / sqm (EUI – NECB 2017 Proposed). This should ultimately give TIE a list of design options for items such as building envelope, HVAC systems, etc.
  5. Costing of components identified in step four, compared to the baseline building requirements outlined in NECB 2017.
  6. TIE review of components and their financial implications. Any rejection of components will allow for an increase to the Maximum EUI as per NECB 2017.
  7. Revise the energy model based on schematic design layout, NECB operational parameters, and design elements as selected and approved by TIE. (EUI – NECB 2017 Enhanced)
  8. Design Development and Construction Documents phase completion.
  9. Energy Model to be updated in accordance with actual design elements, including anticipated schedules and setpoints, anticipated plug loads, and actual lighting (EUI - Design).
  10. Construction
  11. Updated Energy Model based on design layout, actual anticipated operational parameters, and any design changes during the shop drawing stage. (EUI – Design SD)
  12. Commissioning
  13. Updated Energy Model based on actual layout, actual anticipated operational parameters, and any changes during the construction stage. (EUI – Design As Built)
  14. 1 Year Post-Construction Warranty Period
  15. Updated Energy Model based on actual layout, actual operational parameters, and calibrated based on actual recorded energy use. (EUI – Operational)

**A-1.6 RFP item 4.3.8, Page 11:**

- .1 Clarification: At minimum, the scope for the signage and wayfinding is anticipated to include exterior and site signage (building sign on site, building-mounted sign, site directory signage if required, parking signage) as well as interior and some wayfinding signage (door and door frame signage, protocol instructional signage – ie entry/access protocol may be required, wayfinding signs may be required, decals)

**A-1.7 RFP item 4.3.14, Paragraph 9, Page 13:**

- .1 Delete paragraph and replace with: “In addition to the above reviews, representatives of the Prime Consultant, Structural, Civil, Mechanical and Electrical Consultants, **shall complete a final review of the work for each trade package pertaining to their scope of work** (ie. the mechanical consultant would not be expected to complete a final review of a trade package such as flooring), in conjunction with a review of the deficiencies identified by the trade contractors, and **prepare a final, comprehensive deficiency list for each trade package pertaining to their scope of the work**, which they will then **re-review on site once the Contractor has made all necessary corrections**. This will be in addition to any deficiencies noted in the commissioning report.”

**A-1.8 RFP item 4.3:**

- .1 Add item 4.3.20: Preparation of fire plans for installation prior to occupancy. Printing and mounting to be provided by Owner.

**A-1.9 RFP item 4.4.4, Page 14:**

- .1 Clarification: The site survey will include the legal survey and topographical survey information.

**A-1.10 RFP item 5.4.8.2, Page 16:**

- .1 Delete wording “per the integrated project delivery contract agreement”.
- .2 Clarification: Prior to detailed design, the Prime Consultant Team, in conjunction with the Owner, will determine what elements will be incorporated into the final design. From this, the Energy Modeler should determine an EUI based on these items, in accordance with NECB 2017 (EUI - NECB 2017 Enhanced), as per High Level Design Process clarification outlined above for item 4.2).

**A-1.11 RFP item 5.4.12, Page 17:**

- .1 Clarification: It is the intent of TIE to build a fully electric building with a targeted maximum EUI of 110 kWh/sq.m. based on NECB 2017 compliance. The results of the preliminary energy models will likely outline a minimum value that various components will need to be to reach this threshold. Unless specifically advised otherwise by TIE, the energy modeler shall ensure design documents meet this minimum threshold. As part of this project, TIE requires that the energy model be updated at set milestones during the process to ensure conformance and compliance of the project energy targets as the project progresses as outlined in item A-1.5 above and that a final energy model be completed after the one year warranty period. This final iteration shall reflect the actual design elements, final as-built conditions, actual operating conditions, as well as be calibrated based on the actual energy utilized. A measurement and verification (M&V) plan should be developed by the energy modeler to ensure that the design incorporates all the information required for them to properly model the facility after operating for one year. The intent is not to develop a full detailed M&V plan, but rather a simple outline to ensure the energy modeler has all the information that they require.

**A-1.12 RFP item 7.3, Page 19:**

- .1 Delete wording “Such insurance shall continue for a term of two (2) years following final acceptance of the project work.” and replace with “**Such**

**insurance shall continue for a term of two (2) years following substantial performance of the project work.”**

**A-1.13 RFP item 10.1, Page 29:**

- .1 Clarification: Proposal submission to be as per requirements outlined in item 9.1. Uploading of documents for submission will not be permitted. Any references to “uploading” of the RFP proposal is to be stricken from the RFP document.

**A-1.14 RFP item 12.2, Page 33:**

- .1 Delete “Post Construction Commissioning” and replace with “System Verifications”. The Owner’s independent Commissioning Agent services do not wave the standard responsibilities of the Consulting team services to ensure that the building is operating as it was designed.
- .2 Fixed fee distribution percentages to be apportioned as noted in 12.2.

**- End of Addendum -**