



# City of Richmond

September 14, 2011  
File: 4600P

**Business and Financial Services Department**  
Finance Division  
Telephone: 604-276-4218  
Fax: 604-276-4162

**Attention: To All Proponents**

Dear Madame/Sir:

**Re: Request for Proposal 4600P – Terra Nova Rural Park Play Experience – Addendum One**

This Addendum includes items of clarification, forms part of the Contract Documents and shall be read, interpreted and coordinated with all other parts. Please review and consider the following information in the preparation of your Proposals:

## **I. Questions and Answers**

- Q.1. In the section of work for updating the Waterfront Conceptual Design, do you see that a full team of geotechnical, foreshore, and hydrological engineers are expected by the city?
- A.1. No, this is meant to be conceptual and a full team is not required at this phase. If further geotechnical information is required, that will be considered under a separate consultant fee.
- Q.2. Has there been any studies prepared by the City that address raising the dyke higher? Will this study need to address that?
- A.2. The City is in the midst of determining how to manage the new Provincial Guidelines for diking. A master plan for the whole City is to be undertaken this year. The Terra Nova Rural Park section of Lulu Island is not considered the highest priority for raising or reinforcing. However, the current requirement for all new developments is 4.7 meters and the current dike at Terra Nova is approximately 3.2 meters. Our City engineer responsible for diking will be an integral part of the staff team working on this project. It may be that a phased approach or a minimal approach to the actual waterfront (River Road and north) is taken for a number of years or that we may be able to apply for a 2013 grant to raise the dike. This project is to focus on the play area/picnic area while understanding conceptually the relationship to the future waterfront development.
- Q.3. In the \$1mil(lion) budget for this project, how much is anticipated for park construction? And will the Parks Department be looking for full tender packages for the entire play park portion, or will they use some of their own forces for construction?

- A.3. \$1 million includes all soft fees. Yes, full tender packages are expected with the intention that the construction work will be tendered out.
- Q.4. What are the insurance requirements for this project? I didn't see anything listed in the RFP.
- A.4. Please see the City's standard terms and conditions for engaging professional and consulting services at this link:  
[http://www.richmond.ca/\\_shared/assets/General\\_Conditions\\_for\\_Consulting\\_Services\\_Provided\\_to\\_the\\_City28608.pdf](http://www.richmond.ca/_shared/assets/General_Conditions_for_Consulting_Services_Provided_to_the_City28608.pdf)  
Note: these are the City's general standard terms and conditions only and the City makes no guarantee that they will be used for the development of the contract between the City and the Successful Proponent(s) for the Work under this RFP.
- Q.5. Are there any issues if we partner with a landscape architecture firm in the US- insurance or withholding tax complications?
- A.5. See A.4.
- Q.6. Are there any geotechnical issues/reports we should be aware of for this site?
- A.6. See A.1. Also, there are reports that will be available, taken from a number of test pits within the proximity of the proposed play area. Any further geotechnical information that would be required will be considered additional to the consulting fees.
- Q.7. As per the description of the Scope of Work item #8 third bullet, we understand that "...Civil and Electrical drawings as required..." may be needed for the development of the construction drawings for the play area. Can you describe what would be the anticipated scope of work for the electrical and civil engineer in this project?
- A.7. Electrical and civil engineering drawings may be required for a variety of features in the park including park lighting, washrooms, water pumps, moving parts in the play area, drainage, and structural foundations for any number of items that may be conceived as part of the design exercise. It is anticipated that there will be creative elements that are not traditional play structures. If power is required for items then also the use of alternative energy such as wind and solar should be considered both for functional reasons as well as their interpretive potential for this park.
- Q.8. Does the City of Richmond intend on using an MMDC or CCDC contract for this project?
- A.8. The City may use the appropriate CCDC form of contract for the construction services related to this project.

Yours truly,



Kerry Lynne Gillis, Buyer II

KG:kg

pc: Yvonne Stich, Park Planner