



City of Richmond

June 29, 2012
File: 02-0775-50-4670/Vol 01

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

Attention: All Respondents

Dear Madame/Sir:

Re: Addendum Two
Request for Expressions of Interest 4670 EOI – Child Care Provider for the Gardens
Child Care Facility

This Addendum includes items of clarification, may form 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 Submissions:

I. Notes from Respondent's Information Session held on June 28th, 2012

Appended to this Addendum are the slides that were presented at the Respondent's Information Session. Respondents are advised to review these slides together with the Request for Expressions of Interest document.

The following questions were raised at this meeting (note that the answers provided by the City are expressed in italics):

1. Can testimonials be included with Submissions in addition to the three references required?
Yes.
2. Does the 4,000 sq. ft. space include space for teaching?
The space includes all indoor uses.
3. What will be the environmental considerations of the building design?
It will be built to LEED Silver standards.
4. Is the outdoor space fenced in?
This will be included in what is provided.

5. Will access to the building be restricted?
The building access restrictions will be set and managed by the Operator.
6. Who will provide garbage removal and security for the building?
The City will provide garbage removal and the Operator will be responsible for building security.
7. Would a non-profit organization that currently operates solely as a preschool be considered? If not, would an organization that currently operates solely as a preschool be considered if they could demonstrate an ability to expand services to include child care in the future should they be selected?
Yes, they would be considered. As indicated in Attachment 3, ability to address the need for infant/toddler and/or school-age care and experience in the provision of care to infant/toddlers and/or school age care are included in evaluation criteria.
8. Will Submissions from interested parties that are not registered non-profit societies be considered?
It is the City's intention to engage only qualified and registered non-profit societies for this project.
9. Are any elementary schools planned for the area?
Not to the City's knowledge at this time.
10. Have studies been conducted to demonstrate the need for before and after school care?
Yes, needs assessments have been conducted to show that there is a demand for before and after school care in the community.
11. Can you tell us more about the 450 (residential) units?
Please see the development project website at: <http://liveatthegardens.ca/>

II. Amendments to RFEOI document

1. Please replace the following statement in section 12.1 (on page six) of the RFEOI document:
12.1 Responses submitted shall consist of the requirements listed in Attachment Four as well as the following:

with:

12.1 Responses submitted shall consist of the requirements listed in Attachment Two as well as the following:
2. Please replace the following statement in section 12.1 II a. (on page seven) of the RFEOI document:

Describe the type of Society (for example: corporation, partnership, sole proprietor) and if a joint venture, clearly state this and state who the joint venture parties are and identify who is acting as the lead.

with:

Describe the type of Society (for example: non-profit society, registered charity, corporation, partnership, sole proprietor) and if a joint venture, clearly state this and state who the joint venture parties are and identify who is acting as the lead.

Yours truly,

A handwritten signature in black ink, appearing to read 'Kerry Lynne Gillis', with a large, stylized flourish at the end.

Kerry Lynne Gillis
Buyer II, Contracting Specialist

KG:kg

pc: Lesley Sherlock, Social Planner