

## Addendum #1~ Date Issued: February 22, 2017

This addendum is issued for RFP-DEV-02-2017 Design and Installation of Cadzow Park Playground for the Corporation of the Town of St. Marys.

Questions from the Site Tour on February 16, 2017

1. The RFP states that “Existing Playground features are to be dismantled for the town and town staff will remove from site. This includes the 2 swing sets and playground equipment”. Will the ground need to be levelled and sodded?

Answer: The ground will need to be returned to surrounding grade with six (6) inches of top soil and ready for seed. The Town will seed at later date.

2. The RFP states that

Category	Description	Points
Experience, Qualifications, Project Management	The Evaluation Team will consider the Proponents demonstrated experience on similar projects, key personnel and references where applicable. Proponents should include the features of their services that give them a competitive advantage.	<b>10</b>
Budget and Cost	Materials and cost list. HST must be shown separately.	<b>30</b>
Design Concept	Did the concept meet the requirements of the RFP	<b>40</b>
References	List of previous clients/professional references	<b>10</b>
Warranty	What type of warranty or guarantee will be offered on the product or service?	<b>10</b>

How will the Town score bids that are lower than the budgeted \$140, 000?

Answer: The formula for scoring price on all submissions will be as follows:

$$\frac{\text{Lowest Price Received from All Proponents}}{\text{Proposed Price}} \times 30 \text{ Points}$$

As this is a scored request for proposals, price alone will not win the contract with the Town. Given this is a marquee park for the Town, a key consideration of the award will be the proposed design of the playground and a proponent’s ability to meet the design requirements as outlined in the RFP document . For clarity: if a proposal is submitted with a low price with what is considered by the Town to be a poor design, the proposal’s design score will be adjusted accordingly.



3. The RFP states under General Terms, 3. Liability Insurance,

a) "A limit of liability not less than \$5,000,000 per occurrence with an aggregate of not less than \$10,000,000"

The \$10, 000, 000 aggregate is unusually high. Should it not be \$5, 000,000?

Answer: This statement is accurate. \$10, 000, 000 is the correct amount.

4. Will the contractor need to look after tree protection?

Answer: The town will look after trimming the trees before work commences on the project. The Town would like to maintain as many of the trees as possible but understands the potential of losing a tree due to construction.

As this addendum forms an integral part of the aforementioned Request for Proposal, each bidder shall duly acknowledge that they have been made aware of this change on the Form of Proposal.