REQUEST FOR SUPPLIER QUALIFICATION

Consultant Prequalification 2021

Project No. 210001

ADDENDUM 2

January 25, 2021
ADDENDUM 2
Request for Supplier Qualification
Consultant Prequalification 2021
Project No. 210001

Part 1 - GENERAL

1. The following is provided to proponents as additional information and/or clarification and/or in response to questions.

2. This Addendum shall form an integral part of the Request for Supplier Qualification (RFSQ) and amends the original package and shall be read in conjunction with the RFSQ dated January 8, 2021. This Addendum shall take precedence over all requirements to the aforementioned RFSQ with which it may prove to be at variance.

3. Receipt of this Addendum shall be acknowledged on form Appendix B as a part of your submission. Failure to do so may subject the Proponent to disqualification.

4. This Addendum contains:
   .1 Part 1 – GENERAL
   .2 Part 2 – CLARIFICATIONS

Part 2 – CLARIFICATIONS

QUESTIONS / ANSWERS

1. **Question**
   Can you please confirm whether the cover page, table of contents, and divider pages count towards the page limits identified in the RFP documents?

   **Answer**
   No, cover page, table of contents and divider pages do not count towards the overall page count for each section.

2. **Question**
   SC 18. GC& Liability of Architect .4.1 pg. 47. Would the University consider changing PLI $8M Aggregate limit requirement to $5M?

   **Answer**
   No, coverage per the RFP to remain as identified. Refer to response to Question 3.

3. **Question**
   We have found conflicting language and requirements in the indemnification and insurance clauses between the RFP, the Supplementary Conditions, and the University Standard Terms and Conditions provided. Could you please confirm which will take precedence?

   **Answer**
   Supplementary Conditions will take precedence. Refer to item 1. under GENERAL CLARIFICATIONS.

4. **Question**
   Can you indicate the maximum number of architectural firms that the University intends to prequalify?
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Answer
UofG intends to pre-qualify no more than the top twelve proponents within each discipline who achieve a min. 75% score. Refer to GENERAL CLARIFICATION item 3 below.

5. Question
Please clarify the construction value threshold for this VOR. Our understanding is that the value of work are for projects up to $2M in construction costs. However, Page 5, 1.4 Project Description also indicates assignments will vary for up to $200,000. Can you clarify these two amounts?

Answer
A revision is forthcoming that will include further clarification and will introduce a large project category:
- Small Projects - valued up to $2,000,000 total project cost
- Large Projects - valued between $2,000,000 and $15,000,000 total project cost
Refer to GENERAL CLARIFICATION below for extension in closing to compensate for the impending revision. The next addendum will include a complete RFSQ package that will include all revisions to date captured by addendum, and requirements for the large projects category. All revisions will be highlighted in the revised RFSQ that will be released.

6. Question
Will the University consider revising the comparable projects requirement from “within the last five (5) years” to “within the last ten (10) years”?

Answer
Refer to GENERAL CLARIFICATION item 2. for response.

7. Question
Can the experience projects required for the building restoration category be opened to include projects at municipal buildings or non-education institutional buildings that are of comparable scope?

Answer
Yes, municipal buildings can be included under the building restoration category for similar projects.

8. Question
Does the required building conservation or heritage architect need to be a member of the Canadian Association of Heritage Professionals (CAHP)?

Answer
No, architectural firms are not required to be a member of the Canadian Association of Heritage Professionals (CAHP).

GENERAL CLARIFICATION

1. Refer to 1.7. Anticipated Schedule
   a. Revise schedule as follows:
      RFSQ Issued – January 8, 2021
      RFSQ Submission Deadline – February 25, 2021
      Evaluation by Physical Resources Committee – February and March 2021
      Issue final VOR List – April 1, 2021
New VOR List goes into Effect – May 1, 2021

A revision is being prepared to include a large project category. This category will include projects ranging from $2,000,000 to $15,000,000 construction value. An addendum will follow revising requirements for submissions.

2. Refer to 3.2.2. Insurances
   a. **Revise** clause 3.2.2. to read as follows: “A signed, valid, “Certification of Insurance” on a standard form provided by a nationally recognized insurance company is required. The certificate must include comprehensive general liability at **$3,000,000**, owned and non-owned auto at **$3,000,000**, valuable papers and media coverage at **$300,000** and professional liability at $2,000,000 per claim, $4,000,000 in project aggregate and **$8,000,000 total aggregate**.”

3. Refer to 3.1.2. Organization and Experience
   a. **Revise** comparable projects as follows
      “For each discipline for which the Proponent wishes to be considered, provide a table of no less than ten (10) current or completed and comparable small scale projects undertaken with the University of Guelph, other universities or colleges, schools, hospitals and specialized healthcare, involving the provision of relevant, similar services **within the last ten (10) years**. Include in the table at least the following information…”.

4. Refer to 4.2. Submission Deadline
   a. **Revise** wording as follows
      Submissions shall be submitted before: 2:00:00 P.M. on February 25, 2021

5. Refer to 4.4 Questions and Clarifications
   a. **Revise** deadline for questions as follows
      before 2:00:00 P.M. on February 17, 2021
   a. Refer to 5.2. Vendor-of-Record List
      a. **Add** the following sentence after the first paragraph
         “UofG intends to pre-qualify no more than twelve (12) proponents within each discipline who achieve a minimum 75% score.”