

Aug 27, 2025

**Request for Proposal
Project: Design and Engineering Services: Expansion of the
Balmertown Fire Hall**

ADDENDUM #21-2025-001

This addendum forms part of the Bid Documents and amends the original Request for Proposal issued on August 18, 2025.

Q1: Please confirm there are no Construction/Contract Administration Services as part of this RFP?

A1: Correct, Construction/Contract Administration Services are not included in this RFP.

Q2: Please confirm Mechanical, Electrical and Civil construction ready drawings are required as well. 1st bullet only mentions Architectural and Structural.

Similar question: Deliverables mention architectural and structural engineering drawings. Are mechanical and electrical engineering drawings required as well?

A2: Yes, mechanical, electrical, and civil construction ready drawings are required in addition to architectural and structural.

Q3: Please confirm if all design milestone drawings required to be provided in hard copy as well, or only the final construction ready drawing sets?

A3: Yes, hard copy submissions are required for all design milestone drawings.

Q4: Please confirm how many design stage submissions are expected prior to the construction/tender ready milestone? i.e. 33, 66, 99? Or 50, 99?

A4: Design stage submissions are expected at 50% and 99%.

Q5: Please confirm how many, and what class(es) of cost estimate(s) are expected, and at which stage(s) of design?

Similar question: A cost estimate is also required; please confirm whether this is Class D, C, B, A, etc.

A5: A Class C cost estimate is required.

Q6: Is there a desired timeline for design completion and tender ready documents by Red Lake? Or is this up to the proponent to propose a project/milestone schedule based on the scope of work?

Similar question: To develop a comprehensive Work Plan, please let us know:

- If there is a target in-service date for the Fire Station?
- How long the Municipality requires for review of deliverables at each stage?
- What stage deliverables are anticipated (for example, 50% construction documents, 99% construction documents).

A6: There is no target in-service date for the Fire Station, proponents are expected to propose a project schedule and milestone plan appropriate to the scope of work. The Municipality requires a minimum of three (3) weeks to review of deliverables at each stage. Design submissions are required at 50% and 99% completion stages.

Q7: Could the Municipality provide more information on why \$1M Cyber Liability Insurance is a requirement?

A7: As noted in Section 1.6, the selected proponent will be requested to finalize an agreement with the Municipality for the provision of the Deliverables and the resulting contract will be based on the MEA ACEC – Standard Ontario Agreement, as amended to reflect project-specific terms. The insurance requirements set out in Section 4.9.1 of this RFP are aligned with Section 1.13 (Insurance) of the MEA ACEC – Standard Ontario Agreement. While \$1,000,000 Cyber Liability coverage has been specified to reflect standard practice, the Municipality is open to considering lower amounts during contract negotiation.

[End of Amendment 21-2025-001]