



ADDENDUM

PROJECT TITLE: Engineering Services – “The Cove” Harbour Passage Extension	ADD. NO: 1
RFP NO: 2024-091007P	DATE: March 14 th , 2024
PAGE 1 of 3 (Including Confirmation Sheet)	

Make the following modifications to the above project. Include in the amount of the Proposal, any additions to or deductions from the cost of the work by reason of these instructions.

Sign and attach this Addendum to the Proposal documents and submit with your Proposal. Failure to do so may result in the rejection of your Proposal.

Please find below a list of questions and answers.

- Q1. Article: Part D) Detailed Design, Page 10 – asks for “Proposed site signage identified on plan”. Harbour Passage is not only a passage for travel, but a passage in time with stories, features and events communicated through interpretive signage and sculptural features. To what extent is the Consultant to include time for: research, graphic image purchase, illustrations, writing text, translation, print ready documents, details for fabrication and construction, cost estimating? How many interpretive signs are to be included, if any?
- A1. *The consultant shall include in their design standard signage used along the existing sections of the Harbour Passage Trail. Interpretive signage and sculptural features are not to be included as part of the scope for this project.***
- Q2. Resident Inspector Fee - Is there a maximum hourly rate the City will pay for an experienced Resident Inspector?
- A2. *The hourly rate for inspection services should align with industry standards based on the experience of the resident inspector. The hourly rates submitted for this project will be reviewed and taken into account during the evaluation of the financial proposal.***
- Q3. Will this project require the Consultant to apply for a building permit on the City’s behalf?
- A3. *The City will apply for any building permits required with information provided by the consultant. The successful proponent will be responsible for obtaining required permits from approval agencies as specified in Section 3, Part D of this RFP.***
- Q4. Will this project require approval from the Fire Department for access and fire protection?
- A4. *No, pre-approval from the Fire Department is not required at this time.***

SIGN AND RETURN THIS ADDENDUM WITH YOUR PROPOSAL

Monic MacVicar

BY: _____
Monic MacVicar, CCLP, CPPB
Procurement Specialist, Supply Chain Management

Contractor’s Signature



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Q5. Will this project require a letter of approval from the Provincial Fire Marshall’s office? If so, does that letter need to be written by a NB licensed architect?

A5. No, approval from the Provincial Fire Marshall’s office is not required at this time.

Q6. **Section 2. PROJECT DESCRIPTION** indicates the following:
“... work will generally include excavation, backfill with new granular materials, new asphalt trail, new overhead lighting, new features such as benches and garbage cans, and landscaping.”
Please define and quantify the extent and scope of ‘landscaping’.

A6. The successful proponent shall identify the extent of the landscaping features based on the topography of the project area as well as the available budget, keeping in mind the existing landscaping features along other sections of the Harbour Passage Trail.

Q7. **Section 3. PROFESSIONAL SERVICES REQUIRED** indicates the following:
“As part of the City’s funding agreement for this project, consultation with Indigenous communities that may be affected by the project is required. The City has already undergone the required consultation with these groups, however, should any additional consultation be needed, the consultant should be available to address any questions or concerns raised.”
Can more information be provided on the Indigenous consultation that has been completed to date, including which groups have been consulted? Is there a report or summary that can be shared?

A7. No summary report is available. The City received confirmation through Infrastructure Canada that their Indigenous consultation obligations have been met for this project. Further consultation will only be required should the scope of the project change greatly enough that INFC determines that additional consultation is required.

Q8. Is it possible to extend the due date of proposals to April 6th 2024?

A8. An extension will not be granted at this time.

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Monic MacVicar

BY: _____
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CONFIRMATION - RECEIPT OF ADDENDUM

**Upon receipt of this document, fax this page to
(506) 658-4742 to confirm receipt of this addendum.**

CONSULTANT’S NAME: _____

ADDRESS: _____

PHONE: _____ FAX: _____

RECEIVER NAME (PRINT) _____

RECEIVER SIGNATURE: _____