



**DESIGN PROGRAM
AND CONCEPTUAL
SITE/BUILDING DESIGN**

ADDENDUM No.2

**ADDENDUM #2
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2021**

OWNER: Village of Pemberton
(NAME OF OWNER)
Contract: Municipal and Fire Hall Design
(TITLE OF CONTRACT)
Reference No. 2021-07
(OWNER'S CONTRACT REFERENCE NO.)

To All Tenderers:

Date: December 23, 2021

This addendum shall form part of the original documents for the above noted contract and all other segments of the contract shall remain in force except as noted below:

1. Reference: Project completion date, Page 9, 6.0 SCHEDULE

~~DELETE~~ The Village requires that the project be completed no later than February 28, 2021.

REPLACE WITH The Village requires that the project be completed no later than June 1, 2022.

2. Questions and answers relating to the requirements of the RFP.

1. Will electronic submissions be accepted?
Yes, electronic submissions are acceptable.
2. Is a tender package or building permit expected?
No. Only a preliminary design including costs is required.
3. Is the \$40,000 budget for the total project or just architectural fees?
The budget of \$40,000 is for the whole design project.
4. What level of costing is the Village looking for?
The level of costing should be Class C.
5. Are there current legal site plans or other survey drawings for sites 1 and 2?
Yes, for Site 2. The survey drawing for Site 1 are not current.
6. Are there soil reports for the proposed sites?
No.

7. Has a building condition assessment been done for the Fire Hall and has it been decided if this building will be demolished or repurposed?
Yes, a building condition assessment has been conducted; however, it is intended that this building will be repurposed for another department.
8. Are dimensioned floor plans available in digital format for the Municipal Hall and for the Fire Hall indicating current spatial configuration and space uses?
No, this information is not available in digital format.
9. Are dimensioned site plans of the Municipal Hall site and the Fire Hall site available, indicating current building footprints, surface uses, and utility line locations?
Yes, this can be made available to the successful bidder.
10. Who are the Municipal stakeholders to be consulted on the project?
At this time, it is anticipated the Department of Operations and Department of Development Services will be consulted.
11. Who are the community stakeholders to be consulted on the project?
Currently this is unknown.
12. What is the term of the Advisory Group, will it extend beyond Final Design Program and how often would it meet?
This has not yet been determined.
13. Has a community engagement plan been established with a minimum level of engagement defined?
This has not yet been determined.
14. Does the available information on equipment (including apparatus') include age, condition, model and dimensions?
Yes, this can be made available to the successful bidder.
15. Does the available information on staffing include numbers by position for the last 10 years?
Yes, this can be made available to the successful bidder.
16. Does the available information on required services include call volumes by type, by week for the last five (5) years?
Yes, this can be made available to the successful bidder.
17. Is a space inventory of net areas available for both buildings?
This would need to be calculated.
18. What is the level of energy efficiency compliance required and are there any required certifications such as LEED or Net Zero goals?
If the proposed building will be three (3) storeys or less and under 600m²(≈2500sqft), the office portion(s) will have to meet BC E.S.C Step 3 as per 28.2 of the VoP Building Bylaw. There

are currently no BC E.S.C requirements for buildings over three (3) storeys/600m² nor do we have any requirements for LEED or Net Zero construction.