



June 14, 2022

## **ADDENDUM NO. 2 | Additional Questions & Responses**

### **REQUEST FOR PROPOSAL NO. RFP001-22**

**[Close date: Friday July 29, 2022, 4:30pm PST]**

**Please refer to the above Request for Proposal [RFP] document and be advised of the following:**

#### **QUESTIONS ABOUT THE REQUEST FOR PROPOSAL QUESTIONS and ANSWERS**

- Q1. Will there be an opportunity for another walk through once the interior demolition has been done?
- A1. *Yes; once the construction work is completed, we will confirm a walk-through date.*
- Q2. Is the building being taken back to its studs and will it be the tenant's job to continue the work from there?
- A2. *The base-building (what is available to prospective tenants) will be a core and shell design at the completion of this scheduled work, because the occupancy will depend on the outcome of the RFP. Once we know what type of tenant we will be working with, we can then determine items such as the electrical service, water supply and heating infrastructure.*
- Q3. Is the central heating/cooling in the form of an HVAC system?
- A3. *We predict that a heat pump with a heat-recovery ventilation unit may work best in the space, but that cannot be confirmed until the occupancy is known and the interior partitions designed. We will negotiate specifics on the work and division of cost with the tenant.*
- Q4. Will the existing plumbing be capped off and left at that? Will any work be done involving new trenchwork, or relocating any plumbing? Will the floors be left as they are now?
- A4. *Yes, existing plumbing will be capped off and left as-is for the tenant; floors will also be left as-is. The City handles service to the building, and washrooms are tenant improvements.*
- Q5. Are the fire alarms and sprinklers required components of the building? Will the tenant fit-out need to ensure these things are in place?

- A5. *Fire alarms and sprinklers need to be in place and working at all times (they are currently). They may need to be modified to suit new layouts for the tenant; any changes would be up to the tenant.*
- Q6. For a building of this age, even with renovations, would future moisture or pest issues/problems concerning the envelope be the City's responsibility or that of the tenant?
- A6. *Because of the heritage status, the building envelope will be the responsibility of the City. The tenant will be responsible for managing security of doors and windows, and general maintenance of the interior of the building.*
- Q7. If the proponent wishes to include the parking lots with the building, will that end up being the tenant's responsibility for things like ice/snow removal and general maintenance?
- A7. *Specifics of site maintenance, landscaping, parking lots, signage and exterior lighting will be negotiated with the tenant.*

*Please attach this addendum to your RFP document and be governed accordingly. Proponents must acknowledge receipt of all addenda in their Proposal. All other aspects of the RFP remain the same. Should you have any questions regarding this addendum contact the undersigned at [twyla\\_slonski@portalberni.ca](mailto:twyla_slonski@portalberni.ca) or 250.720.2823.*

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