

TO: All Tenderers

FROM: McElhanney Ltd.

DATE: June 11, 2024

PROJECT: **New McAdam Park Playground – Civil Scope**

FILE NO: 2233-02150-00

1. PRECEDENCE

1. This Addendum shall form an integral part of the Work. This Addendum shall take precedence over all requirements of the Tender Documents with which it may prove to be at variance unless otherwise qualified by McElhanney.

2. PURPOSE

1. This addendum provides additional information and instructions to the bidders.

3. INSTRUCTIONS

1. Revisions to Invitation to Tenderers

- a. Tender Closing Date extended to **2:00 pm on June 25, 2024.**

2. Revisions to Instructions to Tenderers – Part I (all revisions in red text)

- a. Section 3.1 updated – The Tender Closing Date has been extended as per 1a
- b. Section 4.12 updated – The Last Addendum will be posted by the end of the day on **Thursday, June 20, 2024.**
- c. Section 4.16 updated –The public tender opening will be at 3:00 pm on **June 25, 2024.**

4. ATTACHMENTS

Invitation to Tenderers – Issued for Addendum #1

Instruction to Tenderers – Part I – Issued for Addendum #1

Owner: City of Duncan
(NAME OF OWNER)

Contract: New McAdam Park Playground – Civil Scope
(TITLE OF CONTRACT)

Reference No.: 2233-02150-00
(OWNER'S CONTRACT REFERENCE NO.)

The Owner invites tenders for: Construction of Civil Scope for New McAdam Playground generally consists of:
Site clearing and grubbing, preparation of base / sub-base, concrete pathways
and edging, waterworks, drainage works, restoration, and landscaping.

(BRIEF DESCRIPTION OF THE WORK)

Digital (PDF) copies of the
Contract Documents are available
for no charge:

Through BC Bid website.

Tenders are scheduled to close: Tender Closing Time: 2: 00, P m local time
Tender Closing Date: June 25th, 20 24

Address: 200 Craig Street
Duncan, BC V9L 1W3
Documents to be dropped off at front desk
(ADDRESS WHERE TENDERS MUST BE SUBMITTED)

Name of Owner's Representative: Brian Murphy
250-746-6126
(PHONE)

1.0 Introduction.....IT - 1

2.0 Tender DocumentsIT - 1

3.0 Submission of TendersIT - 2

4.0 Supplemental Instructions to Tenderers.....IT - 3

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(FOR USE WHEN UNIT PRICES FORM THE BASIS OF PAYMENT TO BE USED ONLY WITH THE GENERAL CONDITIONS AND OTHER STANDARD DOCUMENTS OF THE UNIT PRICE MASTER MUNICIPAL CONSTRUCTION DOCUMENTS.)

(TO BE READ WITH “INSTRUCTIONS TO TENDERERS - PART II”
CONTAINED IN THE EDITION OF THE PUBLICATION
“MASTER MUNICIPAL CONSTRUCTION DOCUMENTS” SPECIFIED IN ARTICLE 2.2 BELOW)

Owner: City of Duncan
(NAME OF OWNER)

Contract: New McAdam Park Playground – Civil Scope
(TITLE OF CONTRACT)

Reference No.: 2233-02150-00
(OWNER'S CONTRACT REFERENCE NO.)

1.0 Introduction

1.1 These Instructions apply to and govern the preparation of tenders for this *Contract*. The *Contract* is generally for the following work:
Construction of Civil Scope for New McAdam Playground generally
consists of: Site clearing and grubbing, preparation of base / sub-base,
concrete pathways and edging, waterworks, drainage works, restoration, and
landscaping.

(BRIEF DESCRIPTION OF THE WORK)

1.2 Direct all inquiries regarding the *Contract*, to:
McElhanney Ltd.

Lukas Brezina, P.Eng., Project Manager

(NAME AND POSITION OF INDIVIDUAL WHO WILL ANSWER INQUIRIES)

Address: 107-225 Canada Ave
Duncan, BC
V9L 1T6

Phone: 778 - 841 - 0729

Email: LBrezina@mcelhanney.com

2.0 Tender Documents

2.1 The tender documents which a tenderer should review to prepare a tender consist of all of the *Contract Documents* listed in Schedule 1 entitled “Schedule of Contract Documents”. Schedule 1 is attached to the Agreement which is included as part of the tender package. The *Contract Documents* include the drawings listed in Schedule 2 to the Agreement, entitled “List of *Contract Drawings*”.

2.2 A portion of the *Contract Documents* are included by reference. Copies of

these documents have not been included with the tender package. These documents are the Instructions to Tenderers - Part II, General Conditions, Specifications and Standard Detail Drawings. They are those contained in the publication entitled “Master Municipal Construction Documents - General Conditions, Specifications and Standard Detail Drawings”. Refer to Schedule 1 to the Agreement or, if not specified in Schedule 1, then the applicable edition shall be the most recent edition as of the date of the *Tender Closing Date*. All sections of this publication are by reference included in the *Contract Documents*.

2.3 Any additional information made available to tenderers prior to the *Tender Closing Time* by the *Owner* or representative of the *Owner*, such as geotechnical reports or as-built plans, which is not expressly included in Schedule 1 or Schedule 2 to the Agreement, is not included in the *Contract Documents*. Such additional information is made available only for the assistance of tenderers who must make their own judgment about its reliability, accuracy, completeness and relevance to the *Contract*, and neither the *Owner* nor any representative of the *Owner* gives any guarantee or representation that the additional information is reliable, accurate, complete or relevant.

3.0 Submission of Tenders

3.1 Tenders must be submitted in a sealed envelope, marked on the outside with the above *Contract* Title and Reference No., and must be received by the office of:

Brian Murphy, Director of Public Works and Engineering

(TITLE OF POSITION)

on or before:

Tender Closing Time: _____ 2: 00 _____, _____ P_m local time
Tender Closing Date: June 25th _____, 20 24

at City of Duncan

Address: 200 Craig Street

Duncan, BC V9L 1W3

Documents to be dropped off at front desk

3.2 Late tenders will not be accepted or considered, and will be returned unopened.

- 4.0 Supplemental Instructions to Tenderers
- 4.1 **Freedom of Information:** The City is subject to the provisions of the Freedom of Information and Protection of Privacy Act. As a result, while Section 21 of the Act does offer some protection for third party business interests, the City cannot guarantee that any information provided to the City can be held in confidence.
- 4.2 **Funding:** Proceeding with an award of this tender may be subject to available funding.
- 4.3 **Award:** The intent is to award the lowest bid price or bid prices but the lowest or any bid price will not necessarily be accepted. If the City elects to reject all bids, the City will not be liable to any bidder for any claims whether for costs incurred by any bidder in preparing the bid, damages, loss of anticipated profit in connection with the work, or any other matter whatsoever.
- 4.4 **Negotiation:** The City reserves the right to negotiate the scope of work with the lowest compliant bidder prior to the contract award.
- 4.5 **Non-Compliant Bids:** The City reserves the right to deem a bid non-compliant if the provided experience in Appendix 3 and Appendix 4 for the Form of Tender is incomplete or not relevant and comparable to the project scope.
- 4.6 **Optional Work:** The construction of the new pathway from the new playground area west to the McAdam Park entrance/parking lot is an optional Scope of Work, which may or may not be included in the awarded scope of work.
- 4.7 **Notice of Project:** Submit to WorkSafe BC a completed Notice of Project, providing a copy to the City.
- 4.8 **Construction Traffic Management Plan:** Submit to the Contract Administrator, prior to construction, a construction traffic management plan for review by the Contract Administrator and the Owner.
- 4.9 **Facsimile:** Faxed amendments or revocations will not be accepted.
- 4.10 **Inquiries:** All questions should be received at least 5 business days prior to the closing time and date.
- 4.11 **Working Hours:** The Contractor is required to abide by the following working hours set out in the City of Duncan Good Neighbour Bylaw No. 3156, 2017.
- 4.12 **Important Dates:**
- .1 The Last Addendum will be posted by the end of the day on **Thursday, June 20th, 2024.**
- 4.13 **Superintendent:** The *Owner* reserves the right to object to the *Superintendent* listed in the tender. If the *Owner* objects to the *Superintendent* then the *Owner* will permit a tenderer to, within 5 days, propose a substitute *Superintendent* acceptable to the *Owner* provided that there is no resulting adjustment in the *Tender Price* or the completion date set out in paragraph 2.2 of the Form of Tender. A tenderer will not be required to make such a substitution and, if the *Owner* objects to a listed *Superintendent*, the tenderer may, rather than propose a substitute *Superintendent*, consider its tender rejected by the *Owner* and by written notice withdraw its tender. The *Owner* shall, in that event, return the tenderer's bid security.
- 4.14 **Schedule:** See critical dates in Appendix 2 of the Form of Tender

- 4.15 **Fuel Consumption:** The successful Contractor shall provide a summary of all fuel usage quantities throughout the duration of the Project to Owner upon Project completion.
- 4.16 **Tender Opening:** There will be a public tender opening at 3:00 PM PST on **June 25th**, 2024 at City Hall (200 Craig Street, Duncan BC V9L 1W3)
- 4.17 **Tender Briefing:** There will not be a public tender briefing or meeting held for this project.