



ADDENDUM #1

Date: September 10, 2024

Job No.: RFP 2024 - 05 Deep Retrofit Design

The following additions, deletions, and changes are to be read and form part of the original Bid Document. Receipt of the addendum **is the responsibility of the bidder, all addendums made public.** This will serve to answer questions received. Answers and changes are in red.

1. Correction on page 3 of the RFP to section 1.1 Invitation to proponents: "Housing solar array installation" needs to be replaced by "Deep energy retrofit".
2. Date extensions have been approved as described below:

Issue Date of RFP	August 28th, 2024
Deadline for Questions	September 20th, 2024
Deadline for Issuing Addenda	September 25th, 2024
Submission Deadline	October 4th, 2024 @ 4:00 p.m. local time
Required Design Completion Date	January 27th, 2025

3. Correction on page 18 Appendix D RFP particulars state "Audits Attached" but no audit exists for this building.
4. Part 1 added to existing scope of work in Appendix D for clarification:
Identify the baseline and two proposed options for retrofits that meet or exceed CMHC's 25% energy and GHG reductions through energy modelling compliant with CMHC's minimum requirements. Results to be compiled in a brief memo (ex. Cost benefit analysis memo or feasibility study in accordance with CMHC) Incorporate asset renewals (ex. Roof replacement, insulation upgrades and accommodations for PV).
Part 2
Provide design services, tendering support, project management and quality control for a deep energy retrofit at 24 Bourke Street, Smiths Falls, ON. Design work to be in line with CMHC'S NHCF criteria requirements and provide at least a 25% reduction in EE and GHG at a Portfolio level relative to past or pre repair levels.
5. Can M&E as built drawings be provided? M&E as built drawings exist in hard copy and are being scanned for use during design. If not, please describe the space and ventilation air heating systems and confirm if there is cooling. A MUA systems consisting of a large air handler delivers fresh air to each floor with



ducting. In duct hydronic heat exchangers mounted upstream of a thermostat supplies heat. No cooling system exist in the building currently.

6. Confirm who is responsible for heat, cooling, Hydro. **The Landlord pays heat and hydro on bulk accounts.**
7. Does the minimum energy and GHG reduction apply to the entire building? **Yes.**
8. Is there a central ventilation system? **We have a MUA system ducted to each floor supplying a base heat to hallways and creating a positive air pressure.**
9. Has energy modeling been undertaken? **No.**
10. Would building envelope upgrades be considered to help meet targets? **Yes.**
11. Is the County open to trialing a ground source heat pump as an option? **Yes.**
12. Is the County considering any additional sources of funding that may be stackable with the CMHC fund? **The County would be interested in all stackable options if available.**
13. What is the total unit count? **45.**
14. What is the total square footage of the building? **36,000 sq/ft.**
15. What is the total budget of the retrofit work? **We do not have those numbers yet. The work will be done with CMHC funds hence the 25% energy and GHG criteria.**
16. Will the building be empty? **No.**
17. Will the project be phased or one project? **One project.**
18. Does the project include accessibility or just focuses on energy retrofit? **Just energy retrofits.**
19. Could you explain what is required for quality control and project management? **The county expects support with, as needed, site progress inspections, invoice review certificates and bi-weekly virtual meetings for updates on progress.**
20. Project completion date is for the project design only? **Yes, the project completion date is for the design of the project. The completion date has been extended to January 27th, 2025.**



21. What are the expected dates of tendering and construction completion? **We do not have those dates yet, should be early in the new year for tendering.**

22. Can site visits be arranged? **Yes.**

Email submissions only to: ddicaire@lanarkcounty.ca

Proponent's failure to submit their application by the closing date and time will result in their application no longer considered and will be returned unopened.