

REQUEST FOR QUOTATIONS NO. PS20180489  
CONSULTANT FOR DESIGN SERVICES OF OFFICE SPACE  
QUESTIONS AND ANSWERS NO. 1

ISSUED ON APRIL 12, 2018

Q1	Item 11. Evaluation Criteria a. Do you have any weighting on the criteria?
A1	<p><b>As per 11.1 under the Evaluation Criteria, “The City expects to place the greatest emphasis on price; however, the City may take into account other factors affecting value, including those concerning quality, service or sustainability, or vendors’ past work, reputations or experience. Therefore, the City may accept a quotation other than the lowest quotation.”</b></p> <p><b>Quotations that <u>DO NOT MEET</u> the requirements set out in Appendix 1 – Requirements, Item 6 - Statement of Requirements (pages A1-2 to A1- 4) <u>WILL NOT BE</u> considered.</b></p>
Q2	<p>Appendix 1: 3 Project Timeline</p> <p>a. June 2018 for document completion is extremely aggressive, as is September 2018 Phase 1 substantial completion. What is influencing the project timeline?</p> <p>b. Is it possible to submit proposal for only Phase 2 work, and not Phase 1?</p>
A2	<p><b>a) The timeline is being driven by the need to accommodate staff growth in several City departments. Currently City Hall campus is at its maximum yet new hires are still coming on board. (Note, the current state of the space is excellent and we do not anticipate having to do a great deal of tenant improvements in phase 1)</b></p> <p><b>b) For COV, both phases are equally critical. Our preference is to receive proposals for both phases of the work at the same time.</b></p>
Q3	<p>Appendix 1: 5 Basic Services</p> <p>a. Current project schedule provides approximately 6 weeks from project start until Construction Documents are completed.</p> <p>i. During this time there are 4 sign-off milestones for the City of Vancouver. How long is the review time at each milestone?</p>

A3	<p>Given the need for this space, the review time will be accelerated to 2 to 3 days each.</p> <p><b>Note: COV Facilities staff will have a preliminary layout of these spaces complete by the time this contract is awarded. The layout will include our standards (e.g. number of break out rooms, offices, workstation size etc.)</b></p>
Q4	<p>Appendix 1: 6 Statement of Requirements</p> <p>a. RFQ notes preference for experience with ‘non-code confirming aged buildings’. Are these leased spaces non-code conforming? If so, please identify how the buildings are non-code conforming.</p> <p>b. Commuter bike storage/ COV bike storage – what square footage is anticipated? Is this in addition to the 28,354 square footage, or within? Is this within both buildings, or just one?</p>
A4	<p>a) <b>To the best of our knowledge, these spaces are code-conforming. A renovation was recently done to the spaces by the previous tenants; at this time we are working under the assumption that the spaces would have been updated from a code perspective during the previous round of renovations.</b></p> <p>b) <b>We have a set number of assigned parking stalls under our lease agreement. We would use 3 to 4 of these stalls to create bike storage. Note the parking lot is joined under the buildings and is one large lot, not two separate ones. As such, we would only do one set of bike cages to serve staff in both buildings.</b></p>