

ADDENDUM

PROJECT #: RFSO 2023-MD	ADDENDUM #: 02
	DATE OF ISSUE: October 11, 2023
PROJECT NAME: 2023-28 Municipal Engineering and Urban Design Consulting Services RFSO	ISSUED BY: Trevor Reeder
	PAGE(S): 1

INSTRUCTIONS:

1. Amend your copy of the RFSO in accordance with the details below.
2. Retain one copy for your file; attach a second copy to your submission as confirmation that the Addendum was taken into account in your submission.

DETAILS OF ADDENDUM:

This addendum is issued to include the following:

Item No.	Questions or Amendments
1.1	<p>Question 1 Per Addendum 1 there are now 11 key staff listed in section 7.2. Section 5.2.E. indicates only 5 pages are permitted for the half page bios. Can the maximum for this section be increased to 6 to allow for half page bios for all 11 key staff?</p> <p>Response 1 Yes, update section 5.2.E to read: “Key Personnel Expertise and Experience [6 pages maximum, excluding E2 and E3]”</p>
1.2	<p>Question 2 Does the Town require that the “UD/LA Lead” be a registered Landscape Architect?</p> <p>Response 2 No, proponents may put forward individual Leads with varying professional certifications (ie: LA, LAT, P.Eng., CET, etc) provided the Key Staff have applicable and acceptable experience and the proponent can meet section 2.23 for all call-up assignments and projects.</p> <p>Proponents shall conform with section 2.23 Licensing Requirements. Licensing / Professional Affiliations for all Key Staff shall be noted in section 7.2.</p>
1.3	<p>Question 3 Are we permitted to include cover sheets for each section that will not count against the page count for each section?</p> <p>Response 3 Yes, in organizing a well formatted submission proponents may include cover sheets for each section. Cover sheets will not be included when considering the section page count / limits.</p>

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED