



716-2020 ADDENDUM #2

PROFESSIONAL CONSULTING SERVICES FOR PLAN TO REPURPOSE CITY LANDS

URGENT

PLEASE FORWARD THIS DOCUMENT TO WHOEVER IS IN POSSESSION OF THE BID/PROPOSAL

ISSUED: February 22, 2021
BY: Kathy Roberts
TELEPHONE NO. 204-470-7380

THIS ADDENDUM SHALL BE INCORPORATED INTO THE BID/PROPOSAL AND SHALL FORM A PART OF THE CONTRACT DOCUMENTS

Template Version: A20190115

Please note the following and attached changes, corrections, additions, deletions, information and/or instructions in connection with the Bid/Proposal, and be governed accordingly. Failure to acknowledge receipt of this Addendum in Paragraph 10 of Form A: Bid/Proposal may render your Bid/Proposal non-responsive.

PART A – BID/PROPOSAL SUBMISSION

Replace: 716-2020 Form B: Prices with 716-2020 Addendum #2_Form B(R1): Prices. The following is a summary of changes incorporated in the replacement Bid/Proposal Submission:

Form B(R1): Change in Description of Items No. 3 and 4.

Page numbering on some forms may be changed as a result.

PART B – BIDDING PROCEDURES

Revise: B8.7 to read: The Proponent shall utilize and submit Form B:Fees, making all required entries to summarize their Fee Proposal for the proposed Services. All tasks will be used in the evaluation of fees.

Revise: B8.8 to read: The Proposal shall include a Fixed Fee for all disciplines and/or phases identified in D4 Scope of Services, for the following tasks:

- (a) Project Management (D4.6)
- (b) Inventory of Properties (D4.7)
- (c) Re-Use Opportunities Report (D4.9)
- (d) Disbursement Allowance

Delete: B8.8.1

PART D – SUPPLEMENTAL CONDITIONS

Revise: D4.1 to read: **The Services required under this Contract shall consist of evaluation of the renovation and reuse potential of select City-owned golf courses in accordance with the following:**

- (a) Project Management (D4.6)
- (b) Inventory of Properties (D4.7)

(c) Re-Use Opportunities Report (D4.9)

- Add: D4.1.2 Public and Indigenous engagement is not intended to be included in the scope of this RFP. If any areas are to be further explored, public and Indigenous engagement would be included in that future phase.
- Delete: D4.2(b)
- Revise: D.4.7.2. to read: Deliverable: Inventory of Properties, to include all items in D4.7
- Revise: D4.7.3 to read: Market Assessment
- (a) Consultant (or sub-consultant) will conduct a high level market assessment for renovation and potential redevelopment of the subject properties. The assessment will:
 - (i) Identify market trends including unmet demand (recreational, housing, etc.)
 - (ii) Explore recreation and development opportunities that align with the reuse options listed in D3.1
 - (b) It is expected that these work items will be completed by an expert in the fields of economic development and market demand.
- Revise: D4.7.4(a)(vi) to read: Surrounding land uses, including existing recreation
- Add: D4.7.4(c): The City intends to supply the Consultant with the documents, drawings, surveys, reports and information that it has available. The City will arrange and pay for any missing information that the City deems necessary.

Delete: D4.8

Revise: D4.9 in its entirety to read:

D4.9 Re-Use Opportunities Report

- D4.9.1 Consultant will prepare and compile a report and presentation identifying a total of four to six (4 to 6) areas that offer re-use opportunities aligned with the reuse options listed in D3.1. The report shall include:
- (a) Report Summary, including guiding principles, goals and objectives
 - (b) Diagrams, graphics, photos showing the identified areas
 - (c) Opportunities and Risks Assessment of the identified areas
 - (d) Comparables, showing example projects that have already been completed
 - (e) Inventory of Properties (D4.7)
- D4.9.2 Diagram Identified Areas: Using all the information and feedback obtained, the Consultant will prepare diagrams, graphics and aerial photos showing 4 to 6 areas that offer re-use opportunities.
- D4.9.2.1 The identified areas shall be colour coded to show the use opportunity/opportunities that is/are being recommended.
- D4.9.2.2 The Consultant will identify if any of the land will remain in use as a golf course, along with a high-level course reconfiguration (if necessary).
- D4.9.3 Opportunities and Risks Assessment: Using all the information and feedback obtained, the Consultant will prepare an Opportunities and Risks assessment for each area shown

on their diagram(s). For each area identified in D4.9.2, the Opportunities and Risks assessment must address:

- (a) Reasons for identifying this area, including evaluation and criteria used
- (b) References to renovation, land use, public spaces, density, physical form and character, property conditions, including but not limited to size, shape, flood risk, and other factors
- (c) Relationship to natural features, connectivity/relationship to the surrounding area
- (d) Accessibility factors
- (e) Community factors
- (f) Indigenous factors
- (g) Impact to the golf course(s) that contain the identified areas
- (h) Alignment with City of Winnipeg policies detailed in D4.2
- (i) Order of magnitude development costs
- (j) Public and private partnership collaboration opportunities
- (k) Any other considerations/impacts/benefits

D4.9.4

Comparables: The comparables will be used to support the areas identified in D4.9.2. For each identified area, the Consultant will submit two (2) examples of previously completed comparable projects where golf course lands were re-purposed. Comparables are not required to be local. Each comparable project to include

- (a) Comparable description and characteristics such as site features, land uses, building types, development intensity, parking, relationship to golf course, adjacent areas and natural features
- (b) References to the renovation and original description and characteristics of the renovated area, such as site features, physical form and character, property condition, including but not limited to size, shape, flood risk, and other factors
- (c) Relationship to natural features, connectivity/relationship to the surrounding area
- (d) Accessibility factors
- (e) Community factors
- (f) Indigenous factors
- (g) Impact on golf course and operations
- (h) Drawings, graphics, photos and aerial photos
- (i) Project costs
- (j) Analysis of the comparable project's successes and failures
- (k) Any other considerations/impacts/benefits/observations

D4.9.5

Report shall be submitted to the City as a draft for review and comments, followed by the final version.

- D4.9.6 Presentation: Prepare and present to the City an overview of the Re-Use Opportunities Report, including all presentation materials as needed (e.g.: graphics, illustrations, handouts, PowerPoint presentation).
- D4.9.7 *Deliverables*: Re-Use Opportunities Report, PowerPoint Presentation.

Page numbering on some forms may be changed as a result.

QUESTIONS AND ANSWERS

- Q1: Can you confirm that the inventory of properties plan is for all ten sites?
- A1: Yes, the work items in D4.7 apply to all ten sites.
- Q2: Further to D4.7.4(b), will the City's historian be available as a resource to assist with research on Indigenous background and history at each site?
- A2: The City will provide a Heritage and Indigenous Relations Division contact within the Project Team as an additional resource for this item. However, given the sensitivity and importance of this aspect of the overall project, the expectation is that the Proponent will include the services of a professional researcher/consultant to perform this work in their fee proposal.
- Q3: Please clarify whether the housing component of the market study is intended to assess total market demand for housing at each site (with non-market housing incorporation and policy to be determined at a more advanced stage), or also include distinct methodological streams for non-market and specialty housing types.
- A3: The market assessment is intended to identify recreation and development trends and opportunities (including housing) at a high level.
- Q4: In terms of existing recreation and parks plans, what information is available related to the Recreation and Parks Strategies project? Will findings/recommendations and documentation from that project be made available to the selected consultant and does the City expect this project would be informed by it?
- A4: The work of the RFP will follow approved City of Winnipeg policies and strategies, including the ones listed in D4.2. The Consultant will be made aware of any relevant additional policies and strategies that may be approved during the course of the project.
- Q5: In terms of Urban Forestry, does the City expect this process to be influenced by, or connected with the ongoing Winnipeg Urban Forest Strategy?
- A5: The work of the RFP will follow approved City of Winnipeg policies and strategies, including the ones listed in D4.2. The Consultant will be made aware of any relevant additional policies and strategies that may be approved during the course of the project.