



392-2024 ADDENDUM 1

EXPRESSION OF INTEREST LEASE ACCOMMODATION FOR NORTH WEST LIBRARY

URGENT

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

ISSUED: August 23, 2024
BY: D. Westra-Hanaback/ for Charles Osondu
TELEPHONE NO. 204-330-5107

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

Template Version: Add 2024-02-01

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 B – EXPRESSION OF INTEREST

Revise B6.1 to read: The City Contact is:

Charles Osondu
Senior Leasing Officer

Telephone: **204-330-5107**
Email: cosondu@winnipeg.ca

QUESTIONS AND ANSWERS

- Q1: Re: B4.1: Will the city be looking to physically tour the proposed Premises prior to September 13th, 2024 and or a face to face Presentation of the Respondent’s Information Submission?
- A1: No
- Q2: Re: C1.9: Is the 14,000 square foot requirement for the library facilitate a rentable square footage or useable square footage?
- A2: Requirement is for usable square footage
- Q3 Re: C1.9: To be clear, 35 public stalls for public vehicles and 5 staff only stalls are required for a total of 40 stalls?
- A3 Yes
- Q4 Re: C1.9 Are the above stalls required on a reserved basis and are they to be reserved on a 24/7 basis?
- A4: Requirement is for 5 staff parking reserved and the remaining 35 scrambled parking
- Q5 Re: C1.10(a) This Respondent’s proposal will comprise a multi-use facility wherein a fully integrated exterior of (location) is not possible, is this negotiable?
- A5: Yes

- Q6 Re: C1.10(b) Where can we find examples or references to the Old Kildonan community?
A6: See link: <https://legacy.winnipeg.ca/council/wards/#/ward/2022/old-kildonan>
- Q7 Re: C1.10(d) Where can we obtain the Our Winnipeg's Complete Communities strategy?
A7: See link:
<https://clkapps.winnipeg.ca/DMIS/DocExt/ViewDoc.asp?DocumentTypeId=1&DocId=8221>
- Q8 Re: C1.12 Where can we obtain the detailed product type specifications and will the Proponent be involved in the Bid Opportunity? Can you explain what the Bid Opportunity is?
A8: This would need to be developed with the Landlord's consultant that will be completing the design of the space.
- Q9 Re: C1.24 Is the desired total building area 14,000 square rentable or useable? What is the desired specifications for the Reading Garden (outdoor space) and is it mandatory that the Reading Garden be directly connected to the library premises?
A9: While preferable, it is not mandatory for the reading garden to be connected to the library premises. Specs for the reading garden vary depending on space available, but should not be smaller than 1000 ft².
- Q10 Re: C1.25(b)(i) The 40 public stalls required, can they be common to the parking stalls offered to public at (the Proponent's location) or must these 40 stalls be signed as Library stalls only?
A10: Only 5 are to be signed as Library stalls.
- Q11 Re: C1.25(d)(iii) Are these 2 designated stalls required to be signed for the use of the Library only?
A11: Yes, signed as library accessible stalls.
- Q12 Re: C1.25(d)(iii) The proposed premises is located internally inside of (the Proponent's location) with no fenestration directly to the outdoors. Is the requisite 30% of operable windows still mandatory to the interior (of the Proponent's location)? Requirement states that 30% of windows should be operable.
A12: If there are no windows, there is no operable requirement.
- Q13 Re: B21 What is the City's desired Lease Term Certain. Ex. 10 years, 15 years or 20 years. Term Certain means fixed length of Term before any options to renewal become applicable. What is the City's desired number of 5-year renewal options upon expiry of the Term of Lease?
A13: The City is open to negotiation, but up to 10 years with an option to renew for another 5-year term is desired.
- Q14 What are the terms and conditions required to receive the \$2.4 million T/I allowance. Will it include GST?
A14: The \$2.4m excludes GST and progress payments will be made based on mutually agreed project schedules.
- Q15 Will skylights satisfy the natural light conditions listed within the EOI?
A15: Skylights may satisfy the natural light conditions.

- Q16 What are the anticipated hours of operation for the Library? Library open hours have not been determined.
- A16: All branches fall within Monday - Thursday 10-8, Friday & Saturday 10-5, and some branches are open Sunday 1-5. The North West library hours will range within these hours.
- Q17 How large is the User Group for design development?
- A17: Minimum 6 people.
- Q18 Will the library have special security needs?
- A18: The City will need standard monitoring, CCTV, intrusion alarms.
- Q19 Will the staff require a kitchen area? Kitchenette in the staff room, typical requirements only, may also have sink area in the program room.
- A19: Refer to the requirements outlined in section C1.24 (e) BC-05 Staff Room.
- Q20 Will staff require Card access on doors?
- A20: Allow for supply and install of card access.
- Q21 Are exposed ceilings acceptable?
- A21: Space to feel warm and welcoming, and be easy to clean. This may include exposed ceiling depending on design. Need to ensure acoustic considerations are addressed, ceiling needs to be suitable for the Library's program.
- Q22 Is library maintenance and janitorial a City responsibility for cost and execution or is this a Landlord's responsibility and if so, is it a charge back to the City
- A22: Landlord's responsibility.