THE TOWNSHIP OF MINDEN HILLS
IN SEASON, EVERY SEASON

November 3, 2026

Addendum #3
for RFP No. BB-26-001
Lochlin Community Centre

This addendum shall be incorporated into and form part of RFP No. BB 26-001 Lochlin Community Centre

Receipt of the Addendum shall be acknowledged as part of your submission as per Section 2.14 – Addenda of the RFP document and **must be included** in the submission package before the closing date of **November 13, 2026 at 12:00 Noon.**

The Township of Minden Hills reserves the right to reject any or all tenders or accept any proposal, should it deem such actions to be in the best interest of the Township.

Please note the following changes to the RFP deadlines:

Final Day for Submission November 13, 2026 at 12:00 Noon

Public Opening November 13, 2026 at 1:00pm

Question period closes November 4, 2026 at 4:00pm

Question #1: Washroom requirement.

Addendum #2 gives an anticipated occupant load of 70. Assuming an equal split of 35 males and 35 females, our reading of Ontario Building Code Table 3.7.4.3.A (assembly occupancies) is that the facility needs 3 water closets: 2 for females and 1 for males, with one of the three washrooms being barrier-free/universal.

Could you please confirm that the Township's calculation reaches the same requirement? We have seen different interpretations of how the washroom load is calculated, and we want every bidder pricing the same requirement.

Could you also confirm that the Township will accept these three as single-user washrooms that are not designated by gender? That would be one barrier-free universal washroom and two private washrooms.

Answer #1: One barrier-free universal washroom and two private washrooms are acceptable.

Question #2: Professional liability (E&O) insurance, Section 3.5

Section 3.5 asks the Successful Proponent to provide proof of professional liability (errors and omissions) insurance of at least $2,000,000. On a design-build delivery, our design work would be carried out by a licensed architect and professional engineers retained by us as sub-consultants. Each of them carries their own professional liability insurance.

Could you please confirm which of the following the Township requires:

1. The architect's and engineers' professional liability coverage (minimum $2,000,000 each, with certificates provided) satisfies the Section 3.5 requirement, or
2. The bidding respondent must also carry its own professional liability policy in its own name.

If it's option 2, would a project-specific policy for the term of the contract be acceptable?

Answer #2: The bidder is required to carry the insurance for the term of the contract**.**

This addendum consists of 2 pages.

If you have questions regarding this matter, please contact the Township directly as outlined in Section 2.13 – Inquiries of the RFP document.

Sincerely,

Zach Drinkwalter
Director of Finance

Acknowledgement of Receipt

Bidders are required to acknowledge receipt of <u>all</u> addenda by signing the Acknowledgement of Receipt below. Failure to submit <u>all</u> addenda will constitute an automatic rejection.

I/we hereby acknowledge receipt of this addendum and make allowances in my bid.

_____ _____
Signature of Bidder Date

_____
Name of Company