



PROCUREMENT SERVICES

**CITY OF SURREY, SURREY CITY HALL
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ADDENDUM No. 1

REQUEST FOR APPLICATION FOR STANDING OFFER AGREEMENT No.:	1220-060-2024-004
TITLE:	PROJECT MANAGEMENT SUPPORT SERVICES
ADDENDUM ISSUE DATE:	MAY 30, 2024
DATE:	Prefer to Receive Applications On or Before June 14, 2024 (the "Date")

INFORMATION FOR APPLICANTS

Applicants are advised that Addendum No. 1 to 1220-060-2024-004 is hereby issued by the City. This addendum shall form part of the contract documents and is to be read, interpreted, and coordinated with all other parts. The following information is provided to answer questions raised by Applicants for the above-named project, to the extent referenced and shall become a part thereof. No consideration will be allowed for extras due to the Applicants or any sub-contractor not being familiar with this addendum.

QUESTIONS AND ANSWERS:

Q.1 The Scope of Services refers to "construction of various infrastructure initiatives, such as recreation centres, aquatic facilities, libraries, and community centres" are these buildings/facilities the only type of capital projects requiring PM Support or will this RFA-SOA support all City capital projects?

A.1 Capital projects for this Standing Offer Agreement Services mainly include designing and constructing public facilities, community buildings and other operation facilities. Capital projects may include, new builds, major expansion and major renovations and upgrades. Capital projects usually include offsite civil works following the City of Surrey Engineering Land Development processes. Depending on project size and complexity, capital projects associated offsite works, could include designing and constructing new roads, intersections, traffic lights, utilities ...etc.

Q.2 "... request an extension of time to the closing date (June 14,2024) for the SOA submission."

A.2 **No extension to the Date.**

Q.3 Concerning the requirement that the Applicant's personnel should operate from its own offices in the Lower Mainland and be available for meetings at short notice: Does the City of Surrey mandate that applicants must work from an office within the Lower Mainland, or is remote work permissible provided that they can attend meetings at a Lower Mainland office on short notice?

A.3 **It is expected that the applicant's assigned personnel for providing the Services are locally stationed, operating from its own offices.**

All Addenda will become part of the Contract Documents.

- END OF ADDENDUM -