



PROCUREMENT SERVICES

CITY OF SURREY, SURREY CITY HALL
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ADDENDUM No. 1

REQUEST FOR PROPOSAL No.: 1220-030-2023-040

TITLE: ASSET APPRAISAL SERVICES

ADDENDUM ISSUE DATE: NOVEMBER 29, 2023

CLOSING DATE AND TIME: ON OR BEFORE THE FOLLOWING DATE AND TIME (THE "CLOSING TIME"):

TIME: 3:00 P.M. (LOCAL TIME)

DATE: DECEMBER 5, 2023

INFORMATION FOR PROPONENTS

Proponents are advised that Addendum No. 1 to 1220-030-2023-040 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 Proponents, 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 Proponents or any sub-contractor not being familiar with this addendum. This Addendum No. 1 contains two (2) pages.

QUESTIONS AND ANSWERS:

Q1. Is there a date that you require the completed Insurance Appraisal and COPE reports by?

A1. Ideally by April 30, 2024.

Q2. Should Contents (in particular Machinery & Equipment) be included on a summary basis or on a scheduled, detailed basis above a certain dollar amount?

A2. Summary basis by location.

Q3. Under Mobile Equipment, are we to include Licensed Mobile Equipment?

A3. No.

- Q4. What is the timeframe of preference for each year's start date and completion of the appraisal report?**
- A4. Start Date is flexible; Completion date is no later than March 31, 2024.**
- Q5. Are book collections to be included?**
- A5. Yes.**
- Q6. As shown in the RFP, the value for Fire Hall No. 07 is "Nominal Value"? Please kindly define "Nominal Value"?**
- A6. Nominal value refers to an amount well below the depreciated cost to reconstruct.**
- Q7. Relative to heritage buildings, should the premise of value be Replacement Cost or Reproduction Cost?**
- A7. Replacement Cost.**
- Q8. Has the City determined which locations will be valued in each of the 5 years or it would be at the proponent's discretion? For example, would all of one class (like potable and waste-water assets) be done in Year 1, Recreation in Year 2 etc. or does the City require a cross-section of asset types each year?**
- A8. The City has an existing schedule of locations due for valuation but is open to successful Proponent's feedback based on timelines and resources.**
- Q9. Is the requirement of obtaining City of Surrey Business license and BC registration number applicable at the time of submitting the proposal or at the time of commencing services?**
- A9. These requirements may be acquired at the award of the solicitation. However, the Proponent will still need to complete the Services by March 31, 2024.**

All Addenda will become part of the Contract Documents.

- END OF ADDENDUM -