

September 28, 2026

Addendum No. 03

File Reference Number: RFP 2026 053

Title: Design-Build of New North Bay Shops Building

RE: Clarifications/Questions

QUESTIONS/CLARIFICATIONS:

Item 1: With reference to the cash allowances identified on page 81 and Supplementary Condition 27A, GC 4.1, please clarify the following:

- (a) Are the cash allowances for Office Furniture (\$395,000), ITS Scope (\$190,000) and Cell Boosters (\$30,000) intended to cover the complete supply and installation of the respective items, including all materials, labour, equipment, testing and commissioning, or is the Design-Build Contractor required to carry any associated costs separately within the Base Bid?

Answer: Yes, the cash allowances are intended to cover the complete supply and installation of the respective items.

- (b) In particular, please confirm whether all work identified under the ITS Specifications on pages 77–80 is intended to be funded through the ITS cash allowance, or whether any portion is to be included separately in the Base Bid.

Answer: All work identified within the ITS Specifications is intended to be funded through the ITS cash allowance of \$190,000 unless specifically identified elsewhere in the Contract Documents.

- (c) Are proponents to include the full \$615,000 in cash allowances within their stipulated price?

Answer: Yes. Proponents shall include the full \$615,000 in specified cash allowances within their stipulated bid price, as identified in Appendix F - Schedule of Prices. The cash allowances will be administered and reconciled in accordance with the applicable provisions of the Contract Documents.

- (d) Is the permitted 5% Contractor's overhead and profit fee to be included in the initial stipulated price, or will it be applied to actual cash allowance expenditures and paid in addition to the stipulated price through the cash allowance reconciliation process?

Answer: The permitted Contractor overhead and profit markup of up to five percent (5%) shall be included in the initial stipulated price and applied to the actual value of work performed under the cash allowances items and reconciled in accordance with GC 4.1 Cash Allowances. The Contract Price, including with respect to the cash allowance mark-up, will be adjusted through the cash allowance reconciliation process based on the actual cost of the work performed under the allowances. To provide further clarity on ONTC's intended approach, ONTC Supplementary Conditions 27A.3 shall be amended as follows:

27A.3 Delete paragraph 4.1.5 in its entirety and replace it with the following:

"The *Contract Price* shall be adjusted by *Change Order* to provide for: (i) any difference in the total value of all cash allowances and the actual cost of the Work performed under all cash allowances and, (ii) to the extent the actual cost of the work under all cash allowances either exceeds or is less than the total value of all cash allowances, an increase or decrease, as applicable, equal to the value of the permitted Contractor cash allowance overhead and profit mark-up percentage applied against the value of the related underage or exceedance."

Item 2: With reference to the architectural floor plans and Staples Professional furniture drawings, please confirm whether the kitchenettes are to be supplied and installed under the \$395,000 Office Furniture cash allowance, or whether the Design-Build Contractor is to include fixed cabinetry and countertops designed to accommodate the sinks and appliances within the Base Bid.

Answer: The kitchenettes are to be supplied and installed under the \$395,000 Office Furniture cash allowance.

Item 3: We note that the kitchenette configurations shown in the Staples package do not appear to correspond with the architectural floor plans. Please confirm which layouts are to govern for pricing purposes.

Answer: In the event of a discrepancy between the architectural floor plans and the Staples Professional furniture drawings, the Staples Professional furniture drawings shall govern for the purposes of pricing and furniture layout.

Item 4: The project is Design-Build; however, the RFP identifies CCDC 2 as the contract form. Please confirm whether the contract should be CCDC 14 – Design-Build Stipulated Price Contract.

Answer: No. The Contract Documents contemplate a Design-Build delivery model utilizing CCDC 2 - 2020 together with the ONTC Supplementary Conditions and Design-Build Special Supplementary Conditions contained in Appendix A.

Item 5: Please confirm the order of precedence of the Contract Documents in the event of a conflict or discrepancy.

Answer: The order of precedence of the Contract Documents shall be as set out in GC 1.1.5.1 of the ONTC Supplementary Conditions. In summary, the hierarchy includes the ONTC Special Supplementary Conditions, ONTC Supplementary Conditions, Agreement, Definitions, General

Conditions, Addenda, Appendix B through Appendix L, and finally the Contractor's Proposal. Refer to GC 1.1.5.1 for the complete order of priority.

Item 6: Can suitable excess soil from excavation be relocated or reused elsewhere on ONTC property rather than hauled off site?

Answer: Yes, excess soil deemed suitable for reuse may be relocated to ONTC property. Appropriate soil sampling and testing will be required to confirm suitability and regulatory compliance, and these costs should be included in your proposed pricing.

Item 7: Given the Design-Build nature of the project and the level of design development required to properly evaluate construction methods, coordinate the architectural and engineering disciplines, obtain subcontractor and supplier input, and develop complete schedule and pricing information, would ONTC please consider extending the Proposal Submission Deadline from **October 5, 2026 to October 20, 2026** with no change to the completion date?

Answer: Yes, ONTC has considered this request and has elected to extend the submission deadline from October 5, 2026 to Tuesday, October 13, 2026 at 2:00:00 PM EDT. No further extensions to the Proposal Submission Deadline will be granted, as maintaining critical project timelines is essential. All other procurement and project milestones remain unchanged.

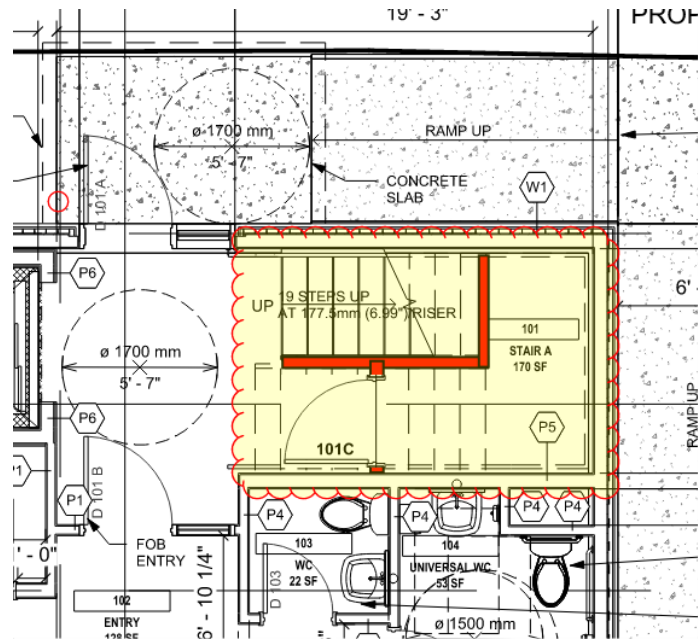
Item 8: Please confirm that proponents may deviate from the Base Concept drawings and propose alternative building systems and construction methods, provided all performance and functional requirements are maintained.

Answer: Proponents are expected to adhere as closely as possible to the Base Concept. However, alternative approaches to system design and construction methodologies will be considered, provided they meet the project requirements and objectives.

Item 9: Consultant-Issued Design Revisions

The following revisions form part of the RFP Documents and shall be incorporated into proponents' submissions:

- Refer to the Preliminary Design Brief previously issued for Cost Estimating on August 24, 2026. Replace the mechanical and electrical portions of that Preliminary Design Brief in their entirety with the revised mechanical and electrical design information dated September 21, 2026, issued with this Addendum.
- Refer to the Main Floor Plan. Close off access to the area below the stairs at Stair A using a P4 partition and a 36-inch rated hollow metal door and frame complete with storeroom lockset and closer. Recess the door to accommodate the door swing and apply rated drywall to the underside of the stairs and landing, as shown in the consultant's issued illustration.



- Refer to the Main Floor Plan. Widen the front stairwell by 6 inches to better accommodate the interior handrails and guards. Revise the dimension between Gridlines A and C from 18 feet 3 inches to 18 feet 9 inches. The Design-Build shall incorporate this dimensional revision into its design and proposal.

All other terms and conditions of the RFP remain unchanged.

This Addendum hereby forms part of the RFP.

Regards,

Nicole Laplante
Procurement Contracts Specialist
nicole.laplante@ontarionorthland.ca

Division 15 & 16 Mechanical and Electrical

1. In response to the Owner's design criteria, the Architect has prepared a preliminary mechanical and electrical design summary for the proposed Project.

The sole intent of this Summary is to offer general guidance and basic expectations of the mechanical and electrical design systems.

This will include information on the proposed mechanical and electrical systems and operational information. This document is a preliminary and subject to changes and modifications as the design is coordinated with entire design team and stake holders.

Major systems shall be designed to be suitable for Northern Ontario, with emphasis on a simple and economical approach, with ease of local maintenance.

2. The design is based on:
 - Estimated costs/project budget/funding requirements
 - Standard materials for maintenance
 - Energy efficiency
 - Safety
 - Applicable codes and standards
3. Applicable codes and standards include:
 - Ontario Building Code (OBC)
 - Ontario Electrical Safety Code (OESC)
 - American Society of Heating Refrigerating and Air Conditioning Engineers, Inc. 62
 - American Society of Heating Refrigerating and Air Conditioning Engineers, Standard 62.1 - Ventilation for Acceptable Indoor Air Quality
 - American Society of Heating Refrigerating and Air Conditioning Engineers, Inc. 90.1
 - The Illuminating Engineering Society of North America (IESNA) Lighting Handbook
 - CAN/ULC S524 – Standard for the Installation of Fire Alarm Systems
 - CAN/ULC S537 – Standard for the Verification of Fire Alarm Systems
4. Site Services
 - **Domestic Water Supply.:** Provide new below grade domestic water service & water meter to suit new building requirements and fixture selections: 1-1/2" service size.
 - **Sanitary:** new sanitary service will be brought to the building and tied into city sanitary main.
 - **Natural Gas:** No gas service/meter is required - all heat generating equipment will be electric.
 - **Storm drainage:** New flat roof construction will utilize roof drains with vertical run piping to below grade, converging into a 6" main to tie into city storm mains at road.
5. Plumbing
 - Fixtures
 - Vitreous china water closets complete with manual low water flush tanks will be used throughout the building. Raised and elongated toilets suitable for barrier free design.
 - Vitreous china lavatories with trim to be used throughout.
 - Various types of stainless steel counter sinks will be used to suit kitchenette requirements.
 - All trims shall be of high quality commercial construction.
 - All trims shall use Lever Handles and/or be operable by a closed fist.
 - Service rooms include janitor sinks, slop sinks and hose bibs. Commercial quality.

- Provide frost-free hose bibs (with interior shut offs for security and maintenance) in (x3) locations around building.

Plumbing Water Distribution:

- All domestic water piping will route from the water meter room and have the main lines run partially in the corridor for the main floor and distributed vertically accordingly to suit floorplans. All domestic piping shall be Type L copper.

Domestic Hot Water:

- Domestic hot water will be generated by an electric domestic hot water storage tank, sized to suit building loads.
- Water to be stored at 140F to eliminate bacteria growth, and distributed throughout the building via mixing valve at 120F.
- Domestic water recirculating pump & recirc lines will be utilized to maintain low 'time-to-tap' hot water supply to all fixtures.

Drainage

- All above grade sanitary and storm piping to be PVC. Plenum rated PVC (IPEX XFR or equal) to be used in all ceiling spaces.

6. HVAC

Heating

- Primary Heating will be high efficiency heat pumps with heat recovery and electric baseboards. Heat pumps to provide first stage heating, baseboards to provide 2nd stage heat at ultra low ambient conditions.
- Heat pumps shall be capable of heating with 100% design capacity down to -18°C, and guarantee heating operation down to -30°C. Acceptable Manufacturers: Hitachi, Daikin, Mitsubishi.
- Heat pumps shall provide heat recovery and allow for simultaneous heating and cooling operation for indoor units connected to the same outdoor unit.
- Electric Cabinet unit heaters to be utilized at entrance, vestibules and stairwells
- Electric Unit heaters – mechanical rooms and other service rooms

Air Conditioning

- The heat pumps will provide cooling throughout the building. Condensers(s) are to be roof mounted.
- Indoor units will be a blend of ducted fan coils and ceiling cassettes as required to suit floorplans. Fan coil units shall utilize ceiling plenums for return air.
- Open office areas with similar exposures may share fancoil(s), enclosed offices are to have individual cassette units

Ventilation

- A central roof mounted ERV system with sensible and latent recovery in winter & summer shall be provided with electric reheat to provide tempered fresh air to all floors of the building. Ductwork will be routed vertically within architectural shaft(s) and ductwork run horizontally within the ceiling spaces to serve occupiable zones. Minimum winter sensible effectiveness to be 80%.
- ERV system capacity shall follow ASHRAE 62.1
- ERV system shall not operate in recirculation defrost, or exhaust only defrost. Ductwork design shall incorporate washroom and janitorial room exhaust with separate duct, tied into main exhaust at the ERV connection with backdraft damper. Acoustically lined air Transfer ducts to be provided as required.
- Electric pre-heat shall be provided if required to suit unit's defrost requirements.

- ERV Fresh air shall be introduced to each space via ducted connections to each fan coil unit return air duct or cassette unit fresh air connection. ERV Exhaust shall be ducted to each space, complete with ceiling grilles. All return air grilles and air transfer ducts to be acoustically lined to reduce noise transfer.
- Supplemental exhaust to be provided for the washroom, service and janitor rooms as required.

Ductwork & Grilles

- All vertical ERV ductwork shall be acoustically lined.
- All fan coil return air and supply air main ducts shall be acoustically lined. Return grilles to ceiling plenum shall have acoustically lined return air boots.
- Sidewall exhaust terminations are to utilize 4" deep stormproof louvers (residential wall grilles will not be accepted)
- Interior ductwork within 10ft of roof mounted ERV, roof mounted exhaust fans, or sidewall louvers are to be insulated.

Controls

- ERV and heat pump shall have standalone programmable microprocessor based controls, capable of providing 24/7/365 scheduling, night setback. Units shall come equipped with BACnet Compatible controllers for future BAS integration. Heat pumps to be equipped with central controller to allow for programming and monitoring of all heat pump units.

7. Electrical Systems and Power

- Incoming Power: New underground feeder to new switchboard fed from pole mounted utility transformers (to be confirmed).
- The main power to the building shall be through a main switchboard with metering compartment in the Main Electrical Room.
- A 600A, 120/208V, 3PH, 4 Wire switchboard shall feed one panel per floor for branch circuit distribution. Switchboard to be equipped with a 600A electronic LSI main breaker rated for 100% with LSI distribution breakers for each panelboard.
- An electrical Arc Flash and Coordination study for the building's electrical system to be provided.
- Switchboard to be protected by a surge protection device (SPD) rated for 200 kA per phase with enhanced transient filtering and a 30 year warranty. SPD to be UL 1449, cUL us, MIL Standard 220B – Max Attenuation Frequency 41dB @ 106 kHz, ANSI/IEEE C62.41.1 2002, C62.41.2 2002, C62.45-2002, and RoHS Compliant.
- Commercial grade panelboard shall be equipped with bolt-on breakers and GFCI breakers as required.
- Automatic receptacle control to be controlled by either timer or occupancy sensors as per ASHRAE 90.1.
- Recessed multimedia backbox with built-in receptacle and data jacks for tv installations.
- Spec. grade receptacles to be added throughout to minimize extension cord usage and to suit Millwork/Furniture Layout.
- Spec grade 20A receptacles in common areas and corridors for general housekeeping and above counter locations.
- GFI type spec grade receptacles to be specified near sinks, outdoors, rooftop and where required.
- Exterior receptacles near soffit and entrance on switch.

8. Lighting

- The building is to be equipped with a lighting system that meets the requirements of the IESNA.
- Wall Sconce light fixtures to be used in corridors to maximize ceiling heights.

- Lay-in center basket type fixtures shall be used in T-bar ceiling where wall sconce fixtures are not suitable.
- Utility type light fixtures with wire guards to be used in utility and service spaces.
- All fixtures to be energy saving LED, Design Lights Consortium (DLC) listed, CSA or equivalent rating.
- Outdoor lighting shall consist of soffit, building mounted and light pole LED light fixtures.
- Outdoor light fixtures to be Dark Sky compliant.
- Lighting Controls
 - A combination of local light switches and dimmers shall be used to maximize the efficiency of the lighting system. Low voltage wiring shall be pre-terminated Cat6 cabling.
 - Occupancy sensors and/or timers to be used in common areas, corridors, storage rooms, janitor's rooms, kitchenettes, and office spaces. Occupancy sensors shall be integrated into lighting fixtures.
 - Outdoor lighting to be controlled with a photocell, with astronomical time clock override.

9. Life Safety

- A hydrant(s) will be located as needed to suit the OBC fire route and fire protection requirements.
- Fire extinguishers to be located as required by OBC.
- Green, "running man", LED type exit signs shall be located throughout the facility, indicating the paths of egress from all spaces as per OBC requirements.
- Emergency lighting shall be provided throughout the facility. Power for emergency lighting shall be through emergency battery packs.
- Emergency call system to be provided in Universal Washroom.

10. Fire Alarm

- A fully supervised, addressable, single stage fire alarm system to be provided to serve the new building. Fire alarm detection and audible devices shall be installed throughout as per OBC requirements.
- Combination horn/strobe devices shall be used throughout.
- All fire alarm wiring shall be installed in Class A configuration.
- The single stage system shall cause an alarm signal upon operation of any manual pull station or fire detector.
- The fire alarm system shall be designed to notify the Fire Department that an alarm signal has been initiated.
- Fire alarm annunciator panel and passive maps shall be installed at the main Fire Department entrance to building.

11. Communication Systems, Security and Cameras (See RFP)

12. OPTIONAL 4TH STOREY

- Contractor shall make all necessary provisions for increasing system capacities, including for additional equipment, and providing additional life safety systems as required to suit the option for adding a fourth storey.