

# CREUS Engineering Ltd

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Civil Engineers & Project Managers

## Addenda #1

Project:	Kelvin Grove	File:	18190
Contract:	Lot Servicing Kelvin Grove Way	Issued By:	SRW
Item:	Pretender Minutes/Excel Table of Values	Date:	July 27, 2018

ADDITIONAL INSTRUCTIONS:	
1.0	Pretender minutes attached and form part of the contract
2.0	Excel version Table of Values – An excel version of the table of values will be provided for ease of bid preparation. Contractor is responsible for ensuring accuracy of tender calculations. This is for convenience of contractors only and is to be used at their risk.
	End of Document

This addendum is in addition to, and forms part of the contract documents and is to be reflected in the tendered amounts. A copy of this Addendum shall be initialed by the Tenderer and submitted with the Tender Form.

## Pretender Meeting

<b>Project:</b> Kelvin Grove Lot Servicing	<b>Project No:</b> 18190
<b>Client:</b> Village of Lions Bay	<b>Meeting Date:</b> 25-Jul-18
<b>Issued By:</b> Steve Williamson	<b>Issue Date:</b> 30-Jul-18
<b>Attendees:</b>	<b>Company and Email:</b>
Frank Fontaine	Fontaine Contracting - Frank@fontainecontracting.com
Scott Cook	Greenleaf Landscapes - Scott@greenleaflandscapes.ca
Nick	Greenleaf Landscapes - Nick@greenleaflandscapes.ca
Steve Williamson	Creus Engineering - swilliamson@creus.ca

**Distribute to:**

Kevin Healy	Creus Engineering - khealy@creus.ca
Naizam Jaffer	Village of Lions Bay - njaffer@lionsbay.ca
Pam Rooke	Village of Lions Bay - finance@lionsbay.ca
Haley Cook	Village of Lions Bay - accounting@lionsbay.ca

ITEM	DESCRIPTION	Action By
<b>1.0</b>	<b>Environmental, Safety and General Items</b>	
1.01	All technical correspondence during tendering to be to Creus. Creus contact for technical matters is Steve Williamson - swilliamson@creus.ca	
1.02	All Bidders should visit site to familiarize themselves with constraints and traffic management requirements	
1.03	Tender is LS and Unit Rate. Additional unit rates are for owner consideration for works not indicated on the tender drawings. All the works indicated on the drawings should be accounted for in the Table of Values	
1.04	All permits and safety measures by contractor. Contractor to be prime contractor per Work Safe BC regulations. Notice of project to be submitted by contractor to Work Safe BC and copied to Creus. Other work ongoing in near vicinity may be Village of Lion's Bay operations (VOLB), West Van Transit, pedestrian access and vehicular traffic.	
1.05	The proposed lot is now being referred to as 35 Kelvin Grove Way	
1.06	The work is intended to be done in a timely manner once commenced ASAP. Contractor to review substantial completion dates and fill in schedule in contract.	
1.07	Ensure all sediment and erosion features are in place and operating prior to commencing works. Works are not detailed on plans, contractor to submit proposal and is responsible for providing adequate measures, ongoing maintenance and repair and working in a manner to meet regulatory requirements. See supplemental specifications. The contractor is to protect the trees on the adjoining lands. A storm water diversion plan must be submitted to Creus in the tender.	
1.08	No deleterious materials to enter any creeks or environmentally sensitive areas.	
1.09	Contractor to submit TMP to Engineer for approval prior to submission to MOTI. Drawing indicates the minimum amount of work as required by Creus, but plan must meet MOTI requirements. MOTI has approved servicing design in principal	
1.10	Supplemental Specifications and General Conditions form a portion of the contract	

ITEM	DESCRIPTION	Action By
1.11	West Van transit bus stop to be relocated to north side of intersection. Contractor to provide Engineer and West Van minimum 5 working days in advance of relocation. The existing bus stop sign shall be relocated as per Engineer's direction in the field and put back to the south side of the intersection at the completion of works. TCP shall assist in providing direction and safe passage of bus riders as required. Approved in Principal with DWV	
1.12	Contractor to provide for deliveries and work site access in the traffic management plan. Lane closure cannot exceed 5 minutes and at no time can traffic back up on Hwy 99. The expectation is that the north on ramp lane will be kept open for the all of the works other than very short closures.	
1.13	Contractors have been provided a link to PDF version of drawings and tender documents on BC Bid. An excel version of the table of values will be provided for ease of bid preparation. Contractor is responsible for ensuring accuracy of tender calculations. This is for convenience of contractors only and is to be used at their risk. If contractor is emailing tender form in, to be done per conditions of tender, email to swilliamson@creus.ca and request confirmation of receipt	Creus
1.14	Need copy of insurance listing VOLB, Creus as additional insured prior to construction - Insurance per MMCD.	
1.15	Bid Bond at 10% is required for submission with Tender for this contract per MMCD Standards. The owner has the right to delete the supply of Labour and Materials and, Performance Bond at no cost to Owner	
1.16	Tender returns should be filled out completely as per the listed items. Contractors can list alternatives separately if they wish. Any alternatives would be subject to rejection or approval of design team	
1.17	Work zone to be kept minimal	
1.18	Tender closing August 8th, 2018 2pm and submittals to VOLB as per Tender documents	
1.19	Draft of progress draw to be submitted on 25th of month , paid 30 days after	
1.20	Existing signs in vicinity of works to be relocated at end of works per MOTI/West Van transit/VOLB standards in location directed by Engineer	
<b>2.0</b>	<b>Civil Works</b>	
	<ul style="list-style-type: none"> <li>• Erosion / Sediment Control</li> <li>• Mobilization</li> <li>• Bonding</li> <li>• Traffic Management</li> <li>• Sediment and Erosion Control and Temporary Drainage</li> <li>• Earthworks including Clearing and Grubbing</li> </ul>	
2.01	<ul style="list-style-type: none"> <li>• Stormwater Rerouting</li> <li>• Hydrant decommissioning</li> <li>• Water, Sanitary and storm servicing</li> <li>• Hydro and Telus Service</li> <li>• Shouldering and Asphalt Repairs</li> <li>• Layout and As Constructed</li> </ul>	
2.02	Servicing as per MMCD standards and contract documents and MOTI Specification where	
2.03	The breakdown of the Table of Values is described in Instruction to Tenderers. Review to understand full scope of work.	

ITEM	DESCRIPTION	Action By
2.04	Existing services and inverts to be confirmed on site in general. Specifically, the first order of business will be exposing the 500 storm inlet and outlet routing, prior to ordering MH. May require some adjustments. This is part of tender	
2.05	No additional charges for project management, administration, testing, site management will be entertained	
2.06	Contractor to be given benchmark and do layout from that.	
2.07	Contractor is responsible for all material management. No claim will be allowed for double handling of material unless prior approval from Engineer	
2.08	Contractor is required to submit Dewatering plan to address stormwater and plan works around weather	
2.09	No power to be available on site	
2.1	Blasting at unit rates if required. It is premium if rock is encountered versus fill including all costs for boulders over 1.5m and solid rock. The limits of what is paid for in blasting are laid out in supplemental specs. See Supplemental specs for payment process. Any rock will be paid as minimum 600 mm depth. Same payment whether hammering or drill and blast. Need mark up of any claimed blasting. All subgrade work is paid out of Phase 4 5 subgrade contract. All ditching and final grading of road is covered in contract.	
2.11	Engineered fill to be submitted for review and approved by Engineer prior to placement.	
2.12	All testing to be included in tendered prices. Testing of services may not be required - contractor to supply an AD rate for testing of services. Contractor to coordinate density testing and ensure adequate materials for testing and notice to testing agency. Density testing required every 10m of chainage and at appropriate levels throughout the fill and base gravels to satisfy BCMOTI. These lifts to be noted by testing agency in testing documents.	
2.13	Contractor are responsible for checking BC bids for any addenda and updates	
2.14	Hydro and Telus design not yet available, contractor to provide unit rates as per Tender and an AD price for remob to complete works if design not available by substantial completion	
2.15	Note payment for asphalt repairs is allotted to set square metres which should be more than adequate to accommodate works. No payment will be made for repairing edges of asphalt or other damage that could have been avoided. It is up to contractor to keep his damage to the minimum. If additional works come up that require removing asphalt that will be paid for. Paving is to MOTI spec	
2.16	Contractor to provide for Wildfire Interface protection and have a fire suppression cache on site and monitor fire rating.	
2.17	All disturbed areas to be hydro seeded upon completion to an MOTI seed spec	
2.18	Clear and grub to extend 3m past top of cut - Engineer to be notified if any trees greater than 300 mm diameter are to be removed. Disposal off site is contractor responsibility.	
2.19	Culverts to be Boss 2000 HDPE - MHS 1200 dia	
2.20	As built required as per Supplemental Specs	
2.21	Any claim for extra is to be approved in advance.	
2.22	Contractor to coordinate Hydro Telus Pre con and inspections with Hydro, Telus and Shaw	
<b>3.0</b>	<b>Approvals</b>	
3.01	Project has approval in principal from MOTI, VOLB and West Van transit service Hydro and Telus drawings forthcoming	

ITEM	DESCRIPTION	Action By
<b>4.0</b>	<b>Schedule and Contract</b>	
4.01	Contract to be awarded to subject to owners rights in the contract as soon as possible	
4.02	Substantial Completion 25 working days after Notice to Proceed is issued	
	<u>end of meeting</u>	

These minutes are intended to be a record of items discussed at the meeting and clarify but do not replace tender documents. Any inconsistencies between the tender documents and these minutes are to be reported by the contractor. These minutes are to be considered a complete and accurate summary of the items discussed at the above meeting. Recipients are to provide any clarification or omissions within 1 week of receiving these minutes; otherwise they are to be considered accurate.