



LADYSMITH

Infrastructure Services

Request for Proposals No. 2025-IS-06

Sanitary Sewer Modelling Services Addendum # 01 – May 30th, 2025

For further information
please contact:

Maggie Robinson, EIT
Engineering Assistant
Phone 250-245-6414 ex 6246
email mrobinson@ladysmith.ca

RFP Issue Date: May 15, 2025
RFP Closing Date: June 12, 2025, 1:30 pm,
RFP Opening: June 12, 2025, 1:45 pm,
Location of Bid Opening: **Ladysmith City Hall**



LADYSMITH

Details of Addendum

CHANGES TO RFP

1. The original RFP stated that “Submissions in response to this RFP will be opened publicly at the Town of Ladysmith City Hall on June 12, 2025, at 1:45 pm.” This should be corrected to: “Submissions in response to this RFP will be opened **privately** at the Town of Ladysmith City Hall on June 12, 2025, at 1:45 pm.”

2. Add the following paragraph to Appendix A, section 4. Scope:

Proponents should provide Proposals based on the scope and may also provide scope modifications, substitutions, or additions. A Proponent should clearly identify in its Proposal any proposed scope modification or amendment, including the rationale and the benefit to the Owner (such as the amount of cost-savings or superior performance), if any, for each alteration, modification or amendment. Please price each modification separately from the proposal price.

PROPONENT QUESTIONS

Question: Can the AutoCAD file and 2014 PCSWMM model be shared with Proponents?

Answer: Yes, please find the files at the following link:

[RFP #2025-IS-06](#)

If the Proponents have any issues accessing the link, please contact mrobinson@ladysmith.ca.

Question: Will additional flow monitoring be required or will the proponent be required to utilize the existing flow data from the 2017 Flow Monitoring Report (Appendix C)?

Answer: In addition to the 2017 Flow Monitoring Report, the successful proponent will have access to daily effluent flows (in m3) from the Wastewater Treatment Plant to assist in model calibration. Additional/new flow monitoring can be added as a scope modification per the paragraph added to Appendix A Section 4 (per the above).

Question: How detailed should the pump station and force main inspections be?

Answer: The Proponent should determine what level of detail is required to evaluate the condition of the pump stations to create a condition report for each station. Likely, the Proponent can evaluate the stations based on age, material, performance, and a visual inspection.

Question: Does the new model need to stay in the PCSWMM software?

Answer: The Proponent will determine the best way to create the sanitary sewer model utilizing the data provided. The existing model created in 2014 is currently in PCSWMM, but should another software be preferred, the Town welcomes suggestions.

Question: What is the Town's budget?

Answer: The anticipated budget is \$150 000.