



Interior Health

Home & Community Care Residential Care Services Request for Proposals (026ERFP– IHACC06)

Question & Answer
February 24, 2006

Q1. The Operating Budget for the Assisted Living is broken down into ILBC units and private units, however, the units can be either 1-bedroom or 2-bedrooms, so the expenses can differ per unit, with respect to fixed costs and variable costs. Can the operating budget template provided be altered to demonstrate the two different kinds of units, or do you suggest another way of addressing this?

A1. As clients in assisted living tend to be either alone or with a spouse (maximum of two people per suite), Interior Health seeks to maximize the use of public funds by restricting its Assisted Living contracts to studio and/or one bedroom suites.

Q2. Please advise the level of detail required with regard to Section 4.4.2 which requests "...clearly articulated outline specification for all building disciplines."

A2. The proposal should include sufficient detail regarding the proposed design of the building and sufficient detail regarding the proposed specification to enable IH to evaluate and compare proposals. The following information must be provided and must clearly indicate the architectural, structural, mechanical, electrical, site and civil intent of the proposal. Furthermore the architectural floor plans should clearly show floor plan layouts of the required functions for the project.

Architectural

- Schematic design floor plans
- Elevations/perspectives/cross-sections
- Outline specification for exterior wall and roof assemblies
- Outline specification for interior construction and finishes

Structural

- Structural system description, or sketch plans identifying structural system
- Preliminary foundation loads, indication of any special foundation or subsurface conditions

Mechanical & Electrical

- Outline system descriptions
- Outline site servicing requirements

Site Development

- Existing topographical layout
- Preliminary site plan
- Geotechnical report (if available)
- Indication of any special site or subsurface conditions

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This information must clearly articulate the proposed choices for the described building systems, specifications and material choices for all major components of the building being proposed, as well as the rationale for these choices.

Q3. What is a Community Partner?

A3. *A community partner is a agency in the community with whom the Proponent has a relationship and who can:*

- *attest to the types of relationships the Proponent has with the community and community agencies and*
- *the way in which the Proponents integrates services with the community*
- *and the way in which the Proponent reflect the needs of the community.*

Examples may include a seniors group whom you host in your facility, a religious or social organization with whom the Proponents organization has links and whose programs are advertise in the facility,

Q4: What influences does the ability to secure a guaranteed lender, financing and all other necessary financial arrangements have on the evaluation of a Proposal?

A4. *Having a lender supportive of your proposal would signal two things. Firstly that the lender has reviewed your financial situation and believes it to be sufficiently stable to lend to you and secondly that you can deliver the project in the eyes of the lender.*

Q5. I will be unable to do an in-depth presentation on the proposed building because my proposal involves the use of a building situated currently on the proposed site. How will this affect the evaluation of my proposal?

A5. *Having a secured site is of benefit in the evaluation scoring but it is not mandatory. However site and design are evaluated so it is important to provide as much information as you can on the site(s) and your plans for that site including the intended design.*

Q6. Please confirm the size and quantity of drawings required in the submission.

A6. *When submitting a response items requested in Part 1 of 2, Residential Care component, ensure that drawings are submitted on paper which is no less than 11" x 17" and which is clearly legible. Each copy of the response to Part 1 of 2 should contain drawings as described.*

When responding to items requested in Part 2 of 2, Assisted Living Component, design drawings are to be submitted as follows:

- *one regulation size copy*
- *three copies on 11" x 17" paper*

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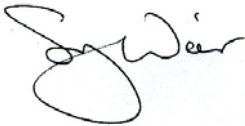
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Q7. Part 1 of 2, Residential Care Component, requires a “Letter of Introduction” while Part 2 of 2, Assisted Living Component requires a “Letter of Committal”. These letters are very similar. Do we need to submit copies of both?

A7. Yes. Each proposal copy submitted should be accompanied by a “Letter of Introduction” as requested in Part 1 of 2, Residential Care Component and a “Letter of Committal” as requested in Part 2 of 2, Assisted Living Component.

Q8. Are each of the Components (Part 1, Residential Care Component and Part 2 Assisted Living Component) to be submitted separately as two proposals (10 copies each for a total of 20 copies and two separate electronic copies on two CDs), or collectively as one proposal (10 copies total and one electronic copy on one CD).

A8. With regard to RFP 026E, Campus of Care in Kelowna and Vernon, please submit Proposal responses to Part 1 and Part 2 as one document package for each community. Ten (10) copies of the proposal responses to Part 1 and Part 2 and one electronic copy is requested. For example, A Proponent responding to RFP 026E for the community of Kelowna is required to submit 10 copies of proposal responses to both Part 1(Residential Care) and Part 2 (Assisted Living) as one document package, complete with any other documents or drawings requested.



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