



254 ADDENDUM 2

PROVISION OF DATA NETWORK SERVICES

URGENT

**PLEASE FORWARD THIS DOCUMENT TO
WHOEVER IS IN POSSESSION OF THE
REQUEST FOR PROPOSAL**

ISSUED: September 26, 2008
BY: Carmen Sorby
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**THIS ADDENDUM SHALL BE INCORPORATED
INTO THE REQUEST FOR PROPOSAL AND
SHALL FORM A PART OF THE CONTRACT
DOCUMENTS**

Template Version: Ar20070420

Please note the following and attached changes, corrections, additions, deletions, information and/or instructions in connection with the Request for Proposal, and be governed accordingly. Failure to acknowledge receipt of this Addendum in Paragraph 10 of Form A: Proposal may render your Proposal non-responsive.

PART B – BIDDING PROCEDURES

Revise: B2.1 to read:

B2.1 The Submission deadline is 4:00 p.m., Winnipeg time, **October 2, 2008**.

Revise: B3.1 to read:

B3.1 Further to **C.2.01, of the General Conditions**, the Bidder may view the Site by making an appointment with the location supervisor.

Revise: B7.10 to read:

B7.10 Notwithstanding B7.2 to B7.9 and in accordance with B8.5, deviations inconsistent with the Proposal document shall be evaluated in accordance with B19.1(a).

Revise: B8.2 to read:

B8.2 Further to B8.1, the Bidder should include the written correspondence from the Contract Administrator approving a substitute in accordance with **B7**

Revise: B10.2 to read:

B10.2 The detailed breakdown of pricing shall include ongoing service, maintenance and support for Sites listed in D3, D4 and D5 should as a minimum include the following:

- (a) Pricing for 1 year;
- (b) Pricing for 3 years;
- (c) Pricing for 5 years;
- (d) Pricing for any others proposed;
- (e) Pricing for any other equipment or material required to complete and make the system complete and fully functional as detailed in the document; and
- (f) **The costs associated with B13.1(d).**

Revise: B16.1.1 to read:

B16.1.1 Notwithstanding **C.7.06(2), of the General Conditions**, the time and date of receipt of any notice withdrawing a Proposal shall be the time and date of receipt as determined by the Manager of Materials.

Revise: B19 to read:

B19 EVALUATION OF PROPOSALS

B19.1 Award of the Contract shall be based on the following evaluation criteria:

- (a) compliance by the Bidder with the requirements of the Request for Proposal;
- (b) qualifications of the Bidder and the Subcontractors, if any, pursuant to B11;
- (c) **Detailed Prices;**
- (d) Completion of the work within fifty (50) calendar days as outlined in Form F: Work Schedule;
- (e) **Comprehensive Network Plan;**
- (f) economic analysis of any approved alternative pursuant to B6.1;

B19.2 Further to B19.1(a), the Award Authority may reject a Proposal as being non-responsive if the Proposal Submission is incomplete, obscure or conditional, or contains additions, deletions, alterations or other irregularities. The Award Authority may reject all or any part of any Proposal, or waive technical requirements if the interests of the City so require.

B19.3 Further to B19.1(b), the Award Authority shall reject any Proposal submitted by a Bidder who does not demonstrate, in his Proposal Submission or in other information required to be submitted, that he is responsible and qualified.

B19.4 Further to B19.1(c), the Evaluated Bid Price shall be the sum of the quantities multiplied by the unit prices for each item shown on the Bidder's pricing proposal.

B19.4.1 If there is any discrepancy between the Evaluated Bid Price written in figures, the Evaluated Bid Price written in words and the sum of the quantities multiplied by the unit prices for each item, the sum of the quantities multiplied by the unit prices for each item shall take precedence.

B19.5 Further to B19.1(c), the detailed prices shall be the prices identified in the Proposal Submission and shall be evaluated based on the most advantageous offer to the City.

B19.6 Further to B19.1(d), the completion schedule outlined on Form F: Work Schedule will be evaluated to determine the earliest completion and the least disruption in service.

B19.7 Further to B19.1(e), **the Comprehensive Network Plan will be evaluated on it's flexibility** considering the information submitted to determine the City's ability to add additional sites , if required, in the future, relocate sites, delete sites, change link speeds or add VLANs.

B19.8 This Contract will be awarded as a whole.

Revise: B20.4 to read:

B20.4 Notwithstanding C4, **of the General Conditions**, and Paragraph 7 of Form A: Proposal, the City will issue a purchase order to the successful Bidder in lieu of the execution of a Contract.

Revise: B20.5 to read:

B20.5 The Contract Documents, as defined in C1.1(n)(ii), **of the General Conditions**, in their entirety shall be deemed to be incorporated in and to form a part of the purchase order notwithstanding that they are not necessarily attached to or accompany said purchase order.

PART C – SUPPLEMENTAL CONDITIONS

Revise: C3.3 to read:

C3.3 Further to C6.19 **of the General Conditions**, the Contractor shall employ and keep on the Work, at all times during the performance of the Work, a competent supervisor and assistants , if necessary, acceptable to the

Contract Administrator. The supervisor shall represent the Contractor on the Site. supervisor shall not be replaced without the prior consent of the Contract Administrator unless the supervisor proves to be unsatisfactory to the Contractor and ceases to be in his employ.

Revise: C3.4.1 to read:

C3.4.1 Further to C5.5, **of the General Conditions**, the Contract Administrator may give instructions or orders to the Contractor's supervisor and such instructions or orders shall be deemed to have been given to the Contractor.

Revise: C5.1 to read:

C5.1 Notwithstanding C22.3, **of the General Conditions**, all notices of appeal to the Chief Administrative Officer shall be sent to the attention of the Chief Financial Officer at the following address or facsimile number:

The City of Winnipeg
Chief Financial Officer
Administration Building, 3rd Floor
510 Main Street
Winnipeg MB R3B 1B9
Facsimile No.: (204) 949-1174

Delete: C9 in its entirety.

Delete: Form L

PART D – Specifications

Revise: D6.6 to read:

D6.6 In the event that a site has to be relocated to a new location or a new site has to be added to the system or a site has to be deleted from the system, the **Contractor** must outline the process/procedures that must be followed in order to make this happen. As a minimum, the **Contractor** must provide the following:

- (a) A sample of the change request form,
- (b) The procedures the Contract Administrator must follow in order to issue a change request,
- (c) The lead time required for each of the events in order to have the work completed on schedule.
- (d) The point of contact for receiving the change request.
- (e) The point of contact for providing status reports on outstanding change requests.
- (f) The point of contact for resolving issues related to the change request.

Delete all references to "letter of intent" where it appears in the document and replace it with "purchase order".

Delete references to "Working Day(s)" and replace it with "Calendar Day(s)".

Delete: all references to "bid security" where it appears in the document.

Delete all references to Form L: Detailed Work Schedule where it appears in the document.