



## 1243-2019 ADDENDUM 4

### PROFESSIONAL CONSULTING SERVICES FOR WINNIPEG AREA TRANSPORTATION MASTER PLAN – CORE FRAMEWORK STUDY

#### **URGENT**

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

ISSUED: January 14, 2020  
BY: Alex Regiec, MCIP, RPP  
TELEPHONE NO. 204 - 986-2168

**THIS ADDENDUM SHALL BE INCORPORATED  
INTO THE REQUEST FOR PROPOSAL AND  
SHALL FORM A PART OF THE CONTRACT  
DOCUMENTS**

Template Version: Ar20160708

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**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 9 of Form A: Proposal may render your Proposal non-responsive.**

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#### **PART B – BIDDING PROCEDURES**

Revise: B10.3 to read: Effective January 1, 2018, the City reserves the right to stipulate that any projects that include Public Engagement work will require that all Public Engagement work be performed by a public engagement professional who has completed the Foundations in Public Participation offered by IAP2 or equivalent.

#### **QUESTIONS AND ANSWERS**

- Q1: Could you please identify how many public engagement events will be scheduled for each phase (i.e. 2 open houses, 3 pop-up events, etc.)? The number of events will affect the overall budget.
- A1: Public & Stakeholder Engagement will be divided into three phases: 1) Current State; 2) Draft Strategies & Recommendations Review, and; 3) Plan Presentation, Verification and Presentation. In addition to those requirements defined under D6.6, it is estimated that phase 2 may require up to 5 workshops and that phase 3 may require up to 5 open houses, all utilizing approximately 2-3 staff. These arrangements and numbers will be confirmed once the RFP for Stakeholder & Public Engagement is released later this month.
- Q2: Could you please confirm whether a project chartering session is required for this project? This is sometimes requested for City of Winnipeg projects as a Project Charter included in the City of Winnipeg Asset Management Guidelines.
- A2: Yes, this would be a requirement for this project.
- Q3: D6.2.4 of the RFP lists key indicators that need to be assessed. Could you please indicate the type and format of data the City will be providing to assess the key indicators? Is the proponent responsible for collecting data for any of the key indicators?
- A3: The proponent would be responsible for researching and collecting the data for the key indicators.
- Q4: B10.5 – Two Comparable Projects for Key Personnel – Can projects which are currently in progress be used for this purpose?
- A4: Projects completed is preferred, however projects currently in progress would also be acceptable.