



289-2019 ADDENDUM 4

PROFESSIONAL CONSULTING SERVICES FOR AIRPORT AREA WEST REGIONAL WATER AND WASTEWATER SERVICING PRELIMINARY ENGINEERING

ISSUED: May 27, 2019
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URGENT

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

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

Template Version: Ar20160708

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.

PART A – PROPOSAL SUBMISSION

Replace: 289-2019 Proposal Submission with 289-2019 Addendum 4 Proposal Submission. The following is a summary of changes incorporated in the replacement Proposal Submission:

Form H(R1): Add E4 Geotechnical Investigation Allowance

PART B – BIDDING PROCEDURES

Revise B2.1 The Submission Deadline is 12:00 noon Winnipeg time, **May 30, 2019**.

Delete B8.1(c)

Revise B8.2 B8.2 The Proposal shall include Form H: Hourly Rates, an hourly rate schedule, for the work identified in E9 Additional Work Allowance and for E4 tasks billed at an hourly rate.

- (a) The Proponent shall include an Additional Work allowance of \$80,000.00 in their proposal, which has been included on Form B: Fees and Form P: Person Hours.
- (b) The Proponent shall include a Geotechnical Investigation Allowance of \$150,000.00 in their proposal, which has been included on Form B: Fees and Form P: Person Hours.
- (c) The Additional Work Allowance and Geotechnical Investigation Allowance are to be included in the calculation of Total Fees proposed by the Proponent.
- (d) The Additional Work allowance is to be used for engineering and design services that may arise due to unforeseen conditions arising in preliminary stages of the project.
- (e) The Additional Work Allowance and the Geotechnical Investigation Allowance shall only be used with written permission of the Project Manager.
- (f) There will be no fee escalation allowed for yearly adjustments, promotions, etc. Fee scale shall be fixed for the duration of the project.
- (g) A mark-up of a maximum of 10% can be applied by the Proponent on work completed by a subcontractor. The mark-up shall be included in the respective allowance.

Revise B11.5 The Proposal shall include Form H:Hourly Rates for work identified in E4 and E9.

Revise B12.2(a) City review of draft deliverables should be ten (10) business days.

Revise B12.2(b) City review of final deliverables should be five (5) business days.

Revise B12.3 The Proponent schedule should show the critical stages and dates as listed in D11.

PART D – SUPPLEMENTAL CONDITIONS

- Revise: D6.5.1(b) If a member of the Consultant's staff is not listed by name on Form H, when that staff member is proposed for work under the Geotechnical Investigation Allowance, the Geotechnical Investigation Allowance proposal must include a resume of not more than two (2) pages so the City may verify the equivalency of the staff member that is being proposed for use.
- Revise: D6.5.1(d) Work under the Geotechnical Allowance must be pre-authorized by the City's Project Manager in writing. The Consultant shall submit a short work breakdown, including fee proposal, for the City to authorize prior to the start of work.