



721-2020 ADDENDUM No. 1

SUPPLY AND INSTALLATION OF CONSOLE WORKSTATION FURNITURE FOR THE CITY OF WINNIPEG FIRE PARAMEDIC SERVICE PRIMARY COMMUNICATIONS CENTRE

URGENT

**PLEASE FORWARD THIS DOCUMENT TO
WHOEVER IS IN POSSESSION OF THE
TENDER**

ISSUED: December 18, 2020
BY: Andrew Urbanowicz
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**THIS ADDENDUM SHALL BE INCORPORATED
INTO THE TENDER AND SHALL FORM A PART
OF THE CONTRACT DOCUMENTS**

Template Version: A20190115

Please note the following and attached changes, corrections, additions, deletions, information and/or instructions in connection with the Tender, and be governed accordingly. Failure to acknowledge receipt of this Addendum in Paragraph 8 of Form A: Bid may render your Bid non-responsive.

PART B – BIDDING PROCEDURES

Revise B2.1 to read: The Submission Deadline is **4:00 p.m. Winnipeg time, January 15, 2021.**

PART E – SPECIFICATIONS

Add: E6. APPROVED PRODUCTS

E6.1 Subject to E1.3, the following products are approved:

- (a) Bramic Marathon Series. U7575 Sit/Stand Console.

DRAWINGS

Add: 721-2020_Drawing_A1.1-R0- Suggested Access Flooring Plan

QUESTIONS AND ANSWERS

- Q1: As per specification E2.4 (b). In order to provide detailed measurements to ensure space compliancy within the communication centre, can you please provide the AutoCAD file used to create the PDF floor plan layout that has been included with the Tender. We would like to avoid a site visit at this time to confirm measurements, due to COVID-19 concerns.
- A1: No. Due to security reasons, we are not able to provide an AutoCAD file.
- Q2: In order to provide an accurate floor box location at each workstation, can you please include the communication centre floor tile grid with the AutoCAD file.
- A2: As per Answer A1, no AutoCAD file will be provided. However, refer to the drawing 721-2020_Drawing_A1.1 for Suggested Access floor grid layout.
- Q3: Please provide the Wiremold floor box dimensions or floor box model number being used.
- A3: The existing floor boxes were installed in 2004. It is quite possible that the model number is obsolete. The existing floor boxes measure 12"w x 12"L, and will be re-used with two (2) new ones being installed.

Q4: How many 15-amp electrical circuits are there in each floor box? Based on the tender specification it appears 4 circuits are required.

- 1 – Generator power (console operation)
- 1 – UPS A
- 1 – UPS B
- 1 – UPS 1.5 kVA (radio system portable UPS)

A4: 3 Circuits are required:

- 1 – Generator power (console operation);
- 1 – UPS A;
- 1 – UPS B. The portable UPS is plugged into one of these three.

Q5: Can the Radio system plug directly into the Power Distribution (E3.12) UPS A or UPS B, eliminating the need for a portal UPS?

A5: No. The Radio System will require a portable UPS.

Q6: As per specification E3.5 (q) it states the privacy panels must be manufactured with high pressured, anti-microbial laminate. Is laminate required on both the inner and outer sides, or would you accept fabric on the inner panel side to assist with sound absorption?

A6: High Pressure Laminate is required on both sides for COVID-19 cleaning and hygiene reasons. Sound absorption will be dealt with through other avenues in the space.

Q7: Are any of the monitors touch screens?

A7: Yes. The Radio Screen monitor is a touch screen. Touch screens need to be accessible and in close proximity to the user. Can be achieved through use of a separate monitor arm.

Q8: What floor is the communication centre located on?

A8: It is located on the main floor of the facility, ground level. It is a Barrier Free (ADA) accessible facility.

Q9: If other than ground floor, is an elevator available?

A9: Not applicable. There is an elevator available but it will not be required.

Q10: If an elevator is required, what are the dimensions, L x W x H, plus doorway width?

A10: See A9.

Q11: What is the ceiling height in the communication centre (this information will be used to help create the 3D renderings of the room)?

A11: The existing Acoustic Tile Ceiling for the Communications Centre is 9'-0" h from the Access Flooring.

Q12: Will the communication centre be non- functional (IE empty of existing furniture and personnel) during the installation or will the project involve a live centre conversion, meaning the room will be occupied and operational?

A12: Yes. The 911 Communication Centre will be non-functional at time of install and empty ready for console installation. WFPS IT may be on site to coordinate Data and Wiring connections towards the end of the Console Installation.

Q13: Who is responsible for disassembly, removal, and disposal of the existing furniture consoles?

A13: This will be done by City of Winnipeg. Not in Contract.

- Q14: Is this a new building or an existing site? The bid indicates that the delivery address is to be confirmed upon tender award.
- A14: It is an existing facility/ site. For Security Purposes we are not able to post the Facility address online. It is located in Winnipeg, Manitoba, Canada.
- Q15: For clarification purposes – B12.4 – B12.6 Under Bidding Procedures
It seems like you are asking for information referenced in these sections only if requested, which would mean after the submission deadline, and not to be included in the bid response. Does this mean that you will only be evaluating the Form B: Pricing page and specification responses in each of the vendor's submissions first? This is very unusual.
- A15: For Tenders, we evaluate based on compliance and price initially. In this case, as per B16.1 we will be evaluating based on compliance, qualifications and Total Bid price. And then qualify the low bidder by asking for more clarifying information according to B12 to ensure compliance to the specifications. This is done after the Tender closes but prior to award. We recommend that all bidders have their information ready.
- Q16: Part F – Security Clearances:
Although this tender is for the Winnipeg Fire Paramedics, this section references Winnipeg Police Service. Is this an error?
- A16: No. This facility is run by the Winnipeg Police Service. They handle all security clearances for the City of Winnipeg and Police facilities.
- Q17: You are asking for very detailed (and time consuming) security clearance requirements (Refer to F1.3). Has something happened in the City of Winnipeg to warrant the request for this much information in order for each individual to be cleared?
- A17: This is standard practise for any persons/businesses doing work in a Winnipeg Police Service Facility. Please refer to paragraph F1.2. The Security Clearances are required to be sent in within five (5) business days of notice of Award of Contract.
- Q18: What is a Level Two Security Clearance?
- A18: It is a City of Winnipeg higher-Level Security background check that is required to work in City of Winnipeg Facilities that have sensitive communications and electronic systems. This includes viewing building plans. It is equivalent to a Federal Enhanced Background check.
- Q19: Please clarify the meaning of "individuals proposed to perform work" as it pertains to this section. Does this mean individuals going onto the site completing the installation? Are individuals working on the project by way of conference calls, handling documents etc., but not onsite, also required to complete the same security clearances?
- A19: Any designated Individual(s) within your company who may be viewing the Floor Plans and documents must have their Level 2 Security Clearance to work on this project, as per the Winnipeg Police Service. Any individuals going to the site for the installation must have it as well. Factory/ assembly workers do not require it.
- Q20: Form B: Prices
As indicated under B9.2, it indicates that the quantities on Form B are to be considered approximate only. Would consideration be made to allow extra lines on the form to identify the freight and installation charges separate (for the requested quantities) rather than include the charges amongst the product prices?
- A20: B9.1.1 states that all freight and compensation (which includes installation) shall be included in the Unit Prices.

- Q21: If there is a way to get dimensions for each CPU type by position and the other equipment listed to ensure the best proposed fit, please confirm. Otherwise, should we base the CPU storage capacity on every CPU being the size of the model listed later in the specification: HP Prodesk 600 Small Form Factor (SFF) PC?
- A21: All CPU storage capacity should be based upon the size of the HP Prodesk 600 Small Form Factor (SFF) PC. Any future changes to CPU's will be a Small Form Factor (SFF) PC. Some Communication Centre Equipment data sheets for sizes can be requested directly from Kerri Neish, Senior Accommodations Planner at Kneish@winnipeg.ca . Please state what equipment you need sizes for.
- Q22: In reference to the subject Tender No. 721-2020, I wanted to inquire whether a 1-week extension to the response deadline is possible due to the holiday season.
- A22: Refer to Part B- Bidding Procedures- B2.1 in Addendum No. 1