



# 488-2005 ADDENDUM 1

## PROVISION OF HANDI-TRANSIT SERVICES

### URGENT

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

ISSUED: October 20, 2005  
BY: Catherine Caldwell  
TELEPHONE NO. (204) 986-5329

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

Template Version: Ar20050301

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 A – PROPOSAL SUBMISSION

Replace: 488-2005 Proposal Submission with 488-2005 Addendum 1 - Proposal Submission. The following is a summary of changes incorporated in the replacement Proposal Submission:

Form A(R1): Delete Paragraph 7. .

Form G1: Delete Form

Form G2: Delete Form

Page numbering on some forms may be changed as a result.

### PART B – BIDDING PROCEDURES

Revise: B2.1 to read: The Submission Deadline is 4:00 p.m. Winnipeg time, November 15, 2005.

Delete: B9.1(d).

Delete: **B14 BID SECURITY**

### PART D – SUPPLEMENTAL CONDITIONS

Revise: **D11 PERFORMANCE SECURITY** to read:

- D11.1 The successful Offerer shall provide and maintain Performance Security during the Contract and until two (2) months from Total Performance in the form of:
- (a) a Performance Bond in the form attached to these Bidding Instructions (Form H: Performance Bond) in the amount of twenty percent (20%) of the Contract Price for the first year of the contract; or
  - (b) an irrevocable Standby Letter of Credit issued by a bank or other financial institution located in the Province of Manitoba, in such form as shall be determined to be acceptable by the Solicitor, in the amount of twenty percent (20%) of the Contract Price for the first year of the contract; or
  - (c) a Certified Cheque or Bill of Exchange drawn on a bank, credit union, caisse populaire or trust company entitled to conduct business in the Province of Manitoba in such form as shall be determined to be acceptable by the Solicitor in the amount of twenty percent (20%) of the first year of the Contract Price.

- (d) Offerers will have the option of either providing the necessary Performance Security or having the required equivalent withheld by the City from their contract payments. If Performance Security is not provided, and the Offerer has requested in writing to have amounts withheld, a twenty percent (20%) withholding will be made from all payments to the offerer until the amount required has been accumulated. A letter of direction in this regard is required from the Offerer prior to beginning the Work.

D11.2 The successful Offerer shall provide the required Performance Security following notification of the award of the Contract by way of Letter of Intent and prior to the commencement of any Work but in no event later than the date specified in the General Conditions for the return of the executed Contract Documents. Where a Certified Cheque or Bill of Exchange has been provided as it will be retained as the Performance Security and no further submission is required. Where the Offerer has agreed to have the amount withheld from their payments confirmation in writing must accompany their bid submission.

D11.3 The City will not pay any interest on Certified Cheques furnished as a Performance Security or on amounts that are withheld in lieu of Performance Security.

## **PART E – SPECIFICATIONS**

- Add: E4.30 All vehicles must have a bench seat that is a minimum of 54 inches in width at the midpoint (bench seat extension option).
- Add: E4.31 All vehicles must have a manufacturer installed remote starter.
- Add: E4.32 All vehicles shall have a secured portable ramp of sufficient size to fit over a standard curb to assist passengers travelling in wheelchairs.
- Add: E4.33 The security camera system must have 128mb of memory and only the Contract Administrator (for investigation of a complaint) and the Winnipeg Police Service (for the investigation of a crime) can access images.
- Add: E5.6 Drivers must remove the key from the ignition when leaving the vehicle. If weather conditions require the vehicle to remain running, drivers must turn off the vehicle, remove the key from the ignition and restart the vehicle with the remote starter.
- Add: E5.7 Drivers must not stop to put fuel in the vehicle when a passenger is onboard.
- Add: E5.8 Drivers must not alter the scheduled destination of a trip without clearance from the Handi-Transit Office.