



### REQUEST FOR PROPOSALS FOR PROFESSIONAL CONSULTING SERVICES FOR THE DEVELOPMENT OF A COMPREHENSIVE REAL ESTATE TRANSACTION MANAGEMENT FRAMEWORK AND IMPLEMENTATION PLAN

#### **URGENT**

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

ISSUED: April 16, 2015  
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**THIS ADDENDUM SHALL BE INCORPORATED INTO THE REQUEST FOR PROPOSAL AND SHALL FORM A PART OF THE CONTRACT DOCUMENTS**

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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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#### **QUESTIONS AND ANSWERS FROM BIDDERS CONFERENCE**

- Q1.** What was behind the decision to bring this to a Request for Proposal (RFP)?
- A1.** The decision to issue an RFP and engage professional consulting services for the development of a comprehensive Real Estate Transaction Management Framework and Implementation Plan was based on:
- the need to take timely action on implementing a number of the recommendations in two reports - June 2014 [Real Estate Management Review](#) and the October 2013 [New Fire Paramedic Stations Construction Project Report](#); and,
  - limited resource capacity in the City of Winnipeg's Real Estate Division to address the recommendations in the two reports in a timely manner given current service demands and workloads. Pursuant to the Council motion from July 9, 2014, the Implementation of the Comprehensive Real Estate Transaction Management Framework, as it relates to the recommendations from the Real Estate Management Review, will be overseen by a contractor to be engaged by the City Auditor.
- Q2.** Is the Consultant who prepared the Real Estate Management Review excluded from bidding?
- A2.** In accordance with the **Scope of Services** outlined in Section D4 of RFP 257-2015, Ernst & Young LLP (the Consultant who prepared the Real Estate Management Review) is not excluded from bidding on this RFP.
- Q3.** Is participation in this Proponent's Conference mandatory for submitting a bid?
- A3.** Participation in the RFP Proponents Conference is optional. Participation is not mandatory for submitting a bid.
- Q4.** Has a budget been established for the Project?
- A4.** Given the unique nature of the RFP a specific budget amount has not been established for the project. Proposed fees will be evaluated as outlined in the RFP document (B22)
- Q5.** What role, if any, does the Police Headquarters Construction Project Audit play in this Request for Proposals (RFP)?

**A5.** The Scope of Services to be addressed under RFP 257-2015 does not reference or include the [Winnipeg Police Services Headquarter Construction Project Audit.](#)

RFP 257-2015 is intended to address recommendations in both the Real Estate and Fire Hall Audits – see sections D4.3 and D4.4 in the RFP which reference the June 2014 [Real Estate Management Review](#) and the October 2013 [New Fire Paramedic Stations Construction Project Report](#)

**Q6.** Is the Fire Hall Audit referenced in the response to question #5 related to the Fire Paramedic Stations?

**A6.** Yes - The Fire Hall Audit is the [New Fire Paramedic Stations Construction Project Report](#)