



80-2019 ADDENDUM 1

REQUEST FOR QUALIFICATION FOR THE PROVISION OF STAFF AUGMENTATION SERVICES

URGENT

PLEASE FORWARD THIS DOCUMENT TO WHOEVER IS IN POSSESSION OF THE BID OPPORTUNITY

ISSUED: February 21, 2019
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THIS ADDENDUM SHALL BE INCORPORATED INTO THE BID OPPORTUNITY AND SHALL FORM A PART OF THE CONTRACT DOCUMENTS

Template Version: A20160708

Please note the following and attached changes, corrections, additions, deletions, information and/or instructions in connection with the Bid Opportunity, and be governed accordingly. Failure to acknowledge receipt of this Addendum in Paragraph 6 of Form A: Bid may render your Bid non-responsive.

QUESTIONS AND ANSWERS

- Q1** Section B14 "PROPONENT'S STAFF AUGMENTATION RESOURCE STRENGTH" states that the proponent should provide an executive summary not to exceed 13 pages. Are the 13 pages single sided or double sided?
- A1** There should be a maximum of 13 pages in the Executive Summary. If single sided, 13 separate pages with one blank side, if double sided the Executive Summary will be 7 pages.
- Q2** Can you please advise if we are required to bid on this proposal if we are on the short list for RFQ 167-2018? Is this a request to requalify?
- A2** Yes, this is to advise that you are required to bid on this opportunity if you wish to be considered for shortlisting for Staff Augmentation Services for 2019-2020. The current short list under RFQ 167-2018 expires on March 31, 2019.
- Q3** Section B14 asks for sample resumes for all the categories we are bidding on. Since the best resumes will be around five (5) or ten (10) pages each, can the page limit for resumes be extended?
- A3** We are not asking for resumes for each of the categories. Please select a representative sample of resumes that best demonstrates your resource strength and limit this section to 13 pages.

PART B – REQUEST FOR QUALIFICATION INFORMATION

Revise: B14.1 to read:

B14.1 The proponent should submit an executive summary not to exceed (13) pages that demonstrates experience, skills and depth of experience proposed (see E3).

PART E - SPECIFICATIONS

Revise: E3.20.1(a) to read:

E3.20.1(a) Organizational Change Management training and certification resources will train and provide certification in Prosci (ADKAR) change management methodologies and tools. Certified resources will provide professional Change Management support to projects.