



## 631-2020 ADDENDUM 2

### PROVISION OF ADVANCED GIS AND MAPPING SOLUTION

#### **URGENT**

**PLEASE FORWARD THIS DOCUMENT TO  
WHOEVER IS IN POSSESSION OF THE  
BID/PROPOSAL**

ISSUED: March 16, 2021  
BY: Darren Clouston  
TELEPHONE NO. 204 986-4565

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

Template Version: A20190115

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**Please note the following and attached changes, corrections, additions, deletions, information and/or instructions in connection with the Bid/Proposal, and be governed accordingly. Failure to acknowledge receipt of this Addendum in Paragraph 10 of Form A: Bid/Proposal may render your Bid/Proposal non-responsive.**

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#### **PART F – SECURITY CLEARANCE**

Add: F2.1

- F2.1 Each individual and the owner(s), members of the Board of Directors and persons with controlling interest in the company proposed to perform Work under the Contract at Winnipeg Police Service facilities shall be required to obtain a Criminal Record Search Certificate from the police service having jurisdiction at their place of residence. This can be obtained from one of the following;
- (a) police service having jurisdiction at his/her place of residence; or
  - (b) Sterling BackCheck – for existing account holders, log into your account to send individual invitations to employees requiring security clearance. For those that do not have an account, click on the following link to open an account: <https://forms.sterlingbackcheck.com/partners/platform2-en.php?&partner=winnipegcity> ; or
  - (c) Commissionaires (Manitoba Division), forms to be completed can be found on the website at: <https://www.commissionaires.ca/en/manitoba/home>; or
  - (d) FASTCHECK Criminal Record & Fingerprint Specialists, forms to be completed can be found on the website at: <https://myfastcheck.com>

Add: F2.2

- F2.2 The original Police Information Check (Form P–612) will be provided by the Winnipeg Police Service to the individual applicant. The original has a validation sticker from the Winnipeg Police Service in the top right hand corner. The applicant shall:
- (a) Provide the original Police Information Check (Form P–612) to the Contract Administrator.

Add: F2.3

- F2.3 Prior to the commencement of any Work, and during the term of the Contract if additional or replacement individuals and the owner(s), members of the Board of Directors and persons with controlling interest in the company are proposed to perform Work, the Contractor shall supply the Contract Administrator with a Police Information Check obtained not earlier than one (1) year prior to the Submission Deadline, or a certified true copy thereof, for each individual proposed to perform Work.

Add: F2.4

F2.4 Any individual for whom a Police Information Check is not provided, or for whom a Police Information Check indicates any convictions or pending charges related to property offences or crimes against another person, will not be permitted to perform any Work.

Add: F2.5

F2.5 Any Police Information Check obtained thereby will be deemed valid for the duration of the Contract subject to a repeated records search as hereinafter specified.

Add: F2.6

F2.6 Notwithstanding the foregoing, at any time during the term of the Contract, the City may, at its sole discretion and acting reasonably, require an updated criminal records search. Any individual who fails to provide a satisfactory Police Information Check as a result of a repeated criminal records search will not be permitted to continue to perform any Work.

## **QUESTIONS AND ANSWERS**

Q1: **Form B** - Can vendors modify Form B to allow for more detail on the licensing to be included in the solution?

A1: No, the Proponents cannot modify Form B:Prices.Proponents shall provide prices for all Items listed on Form B: Prices in accordance with B9. More detail on the licensing may be included within the proposal submission.

Q2: **Form B - Item #3** – Can the City confirm that item #3 in Form B is to include 5 years of software maintenance beyond the first year software purchase price?

A2: In accordance with D3.5, “All maintenance and support agreements are to begin upon Contract Administrator acceptance of completion of go-live cutover”. The 5 years of software maintenance commences with completion of go-live cutover and covers a period of 5 years from that date (which includes the first year).

Q3: **Form B - Item #3** – Is the 5 years of software maintenance included within the City’s \$300,000 budget for this project?

A3: Yes, the 5 years of software maintenance is included within the \$300,000 budgeted for this project.

Q4: **Warranty – Section D18** – Warranty will be applicable for the initial term (5 Years) of the Contract. Can you please clarify when the 5 year warranty period will start? Will the 5 years include the design/implementation of the system or will it start upon system Go-Live?

A4: Warranty to begin upon Contract Administrator acceptance of completion of go-live cutover.