



399-2024 ADDENDUM 1

PROFESSIONAL CONSULTING SERVICES FOR WATER METER RENEWALS – ADVANCED METERING SYSTEM

URGENT

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

ISSUED: August 19, 2024
BY: Duy Doan, C.E.T.
TELEPHONE NO. 204 583-1366

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

Template Version: Add 2024-02-01

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.

PART E – SPECIFICATIONS

Revise: E5.5(d) to read: The Consultant shall **provide** training for City personnel on Change Management to assist in the process. **Training shall align with the City's Project Management Manual – Appendix D: Organizational Change Management ([Appendix D - Organizational Change Management \(winnipeg.ca\)](#))**. It is expected that up to fifteen (15) City personnel will **participate** in the training.

QUESTIONS AND ANSWERS

- Q1: In B14.2, it lists Diameter Services Inc, are they allowed to bid?
- A1: As per B14.1 – Various Persons provided information or services with respect to this RFP. In the City's opinion, this relationship or association does not create a conflict of interest because of this full disclosure.
- Q2: The funds available of this Contract \$5,000,000.00. Is that the budget for the entire scope of work?
- A2: Yes, the funds available are to cover the entirety of the scope of work for this project as outlined in D6.1.
- Q3: Section B16.5 indicates that upon request, proponents will provide proof of the "Qualifications" requested in B16. Section B22.1 (b) indicates that these items will be evaluated as pass or fail. Can you please clarify?
- A3: The most advantageous proponent will be required to provide these documents and otherwise pass the qualifications as listed.
- Q4: Regarding B12 Project Understanding and Methodology, *Form P: Person Hours* - please confirm that the City of Winnipeg is allowing fees to be included in the technical submission.
- A4: Form P can be submitted in the technical submission or separately. As long as Form A and Form P are submitted, they will be evaluated as part of the proposal submission.
- Q5: Can the City of Winnipeg consider a one week extension to the closing deadline?
- A5: At this time, the City will not consider extensions to the closing deadline.