



933-2025 ADDENDUM 1

24 HOUR MOBILE OUTREACH SUPPORT SERVICES

URGENT

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

ISSUED: January 20, 2026
BY: Greg MacPherson
TELEPHONE NO. 204 226-2041

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 D – SUPPLEMENTAL CONDITIONS

Revise: D3.3 to read: The City of Winnipeg is a committed partner in the Your Way Home Strategy and works in alignment with its shared objectives. While conflicts are not anticipated, any issues that arise will be addressed collaboratively with partners, with the goal of maintaining alignment and supporting effective implementation. Where required, the city will fulfill its municipal by-law responsibilities.

PART F – SECURITY CLEARANCE

Replace F1 in its entirety:

F1. SECURITY CLEARANCE

F1.1 Each individual proposed to perform the following portions of the Work:

- (a) any Work on private property;
- (b) any Work within City facilities other than:
 - (i) an underground structure such as a manhole;
 - (ii) in areas and at times normally open to the public.
- (c) communicating or interacting with residents or Service Recipients in person, online or by telephone, shall be required to obtain a Police Information Check from the police service having jurisdiction at their place of residence. Either:
 - (a) 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
 - (b) Commissionaires (Manitoba Division), forms to be completed can be found on the website at: <https://www.commissionaires.ca/en/manitoba/home>; or
 - (c) FASTCHECK Criminal Record & Fingerprint Specialists, forms to be completed can be found on the website at: <https://myfastcheck.com>.

- F1.2 The following is a link to information for obtaining the Police Information Check from the City of Winnipeg Police Service. <http://winnipeg.ca/police/pr/PIC.stm>.
- F1.2.1 The Police Information Check shall include a Vulnerable Sector Screening. This can be obtained by following the link below <http://winnipeg.ca/police/pr/PIC.stm>.
- (a) Individuals will need to state in the form, that they may be working in City of Winnipeg pools, libraries and community centres.
- F1.2.2 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.
- F1.3 Prior to the award of Contract, and during the term of the Contract if additional or replacement individuals are proposed to perform Work, the Bidder/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 such Work.
- F1.4 Any individual for whom a Police Information Check is not provided, will not be permitted to perform any Work specified in F1.1.
- F1.5 If a Police Information Check indicates any convictions or pending charges, the Bidder/Contractor must confirm to the City that:
- (a) The behaviour that is the subject of the charge or conviction, if repeated, would not impact the safety, integrity, or efficiency of the Work or the City's work with Service Recipients. In coming to this conclusion, the Bidder/Contractor is expected to consider the potential impacts to property, security, reputation, and the interests and safety of Service Recipients, the City and its residents should the individual engage in this behaviour; and
- (b) With an understanding of the full context of the charge or conviction, the Bidder/Contractor confirms that it is safe and appropriate to have the individual perform the Work. In coming to this conclusion, the Bidder/Contractor is expected to consider:
1. The length of time that has elapsed since the conviction or charges occurred;
 2. Whether the individual has satisfied the Contractor that the behaviour will not repeat and has or continues to rehabilitate themselves; and
 3. Whether the individual has obtained a pardon, and/or has met all conditions in relation to an offence where conditional discharge was received.
- Should the provider determine any individual employee cannot safely perform the work in question on the basis of the above analysis, that individual will not be permitted to perform any Work specified in F1.1.
- F1.6 Notwithstanding F1.5, any individual for whom a Vulnerable Sector Screening indicates any convictions or pending charges related to criminal offences against another person will not be permitted to perform any Work specified in F1.1.
- F1.7 If, after the award of Contract, the Contractor receives a complaint, or if the police receive a report from, a Service Recipient or other person regarding an individual who it permitted to perform the Work specified in F1.1, the Contractor shall:
- (a) promptly inform the City; and
- (b) provide all records of its assessment under F1.5 to the City upon request.
- F1.8 Notwithstanding any of the foregoing, the Bidder/Contractor shall at all times be solely liable for the actions or inactions of any employees who provide Outreach Support Services on its behalf.
- F1.9 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.

- F1.10 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 Police Information Check. Any individual who fails to provide a satisfactory Police Information Check as a result of a repeated Police Information Check will not be permitted to continue to perform any Work specified in F1.1.
- F1.11 Each individual proposed to perform the following portions of the Work:
- (a) Where the work of mobile outreach support services requires contact with children or minors shall be required to obtain a Child Abuse Registry check from the Manitoba Child Abuse Registry.
- F1.12 Prior to the award of Contract, and during the term of the Contract if additional or replacement individuals are proposed to perform Work, the Bidder/Contractor shall supply the Contract Administrator with a satisfactory *Child Abuse Registry Self-Check – Information and Results* obtained not earlier than one (1) year prior to the Submission Deadline, or a certified true copy thereof, for each individual proposed to perform such Work.
- F1.13 Any individual for whom a Child Abuse Registry result is not provided, or for whom a Child Abuse Registry result indicates the subject is listed on the Manitoba Child Abuse Registry, will not be permitted to perform any Work specified in F1.11.
- F1.14 Any Child Abuse Registry result obtained thereby will be deemed valid for the duration of the Contract subject to a repeated Child Abuse Registry check as hereinafter specified.
- F1.15 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 Child Abuse Registry check. Any individual who fails to provide a satisfactory Child Abuse Registry result as a result of a repeated Child Abuse Registry check will not be permitted to continue to perform any Work specified in F1.1.