

389-2026 ADDENDUM 1

WINNIPEG POLICE SERVICE PUBLIC OPINION SURVEY

URGENT

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

ISSUED: June 24, 2026
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**THIS ADDENDUM SHALL BE INCORPORATED
INTO THE BID/PROPOSAL AND SHALL FORM
A PART OF THE CONTRACT DOCUMENTS**

Template Version: Addendum 2026-03-10

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.

NOTE TO BIDDERS: QUESTIONS AND ANSWERS BELOW DO NOT FORM PART OF THE CONTRACT

QUESTIONS AND ANSWERS

- Q1: It appears that the submission documents for this procurement consist only of the lump sum pricing (Form B) and a simple form with our basic company details (Form A). Could you please confirm that this is the case? May we provide further documents, such as a pricing breakdown and details on our experience and methodology?
- A1: We recommend that you do *not* provide any additional information at this time. The initial evaluation of bids will be based on the information provided in B16.1. Confirmation of qualifications will be conducted on a case-by-case basis later in the process. Furthermore, any additional information included with a bid that deviates from the requirements laid out in the tender document may result in the bid being deemed non-responsive and therefore ineligible for a contract award.
- Q2: After the initial evaluation, would the information requested on a case-by-case basis potentially include a proposal? Or just documentation on our qualifications?
- A2: In accordance with section B12.5 of the tender document, we would only be seeking documentation that proves your qualifications.
- Q3: We noticed that the survey was most recently carried out in 2024. How many iterations of the survey have taken place, and for how many years total?
- A3: The survey has been taking place in its current form (i.e. a telephone questionnaire) since at least 2000. We typically run it every two years.
- Q4: In the 2024 iteration, how long was the average survey length in minutes? Will the survey remain roughly the same length in this iteration?
- A4: The last survey (attached to the tender document as Appendix 1) was designed to take respondents between 10 and 15 minutes to complete. Per section E2.3.2 of the tender document, this survey will be of a similar length.
- Q5: Is the lump sum pricing to be for one year (one iteration) only, or for multiple years?

A5: This contract is for one iteration only. The lump sum pricing should reflect one year.

Q6: B12.3 and B12.4 requires that the Bidder or a Subcontractor has completed "Accessible Customer Service online training required by the Accessibility for Manitobans Act". Is this only required for those who are conducting the survey interviews via CATI, or for further team members? Is equivalent training from other provinces accepted?

A6: The only training required would be completion of the Accessible Customer Service module by the members of your team who are actually interacting with the public (i.e. delivering the survey). The module is quite brief and can be completed online in about 20 minutes. <https://amalearningmb.ca/launch-accs.html>

Q7: In previous iterations of the survey, what percentage of participants completed the survey in French?

A7: It is rare, but it is still required.

Q8: Besides the final presentation, is any other part of the work expected to be in-person?

A8: The final presentation is the only in-person component.

Q9: We would like to know more about the requirement that the Contract Administrator should be able to remote monitor surveys as they are being completed. Does this mean the City would like access to our completion tracking dashboard showing what surveys have been completed, or would they like to actually be able to join and supervise calls remotely?

A9: We require both: the ability to monitor completion statistics as well as the opportunity to live monitor calls.