



93-2026 ADDENDUM #1

PROFESSIONAL CONSULTING SERVICES FOR WAVERLEY WEST FIRE PARAMEDIC STATION

URGENT

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

ISSUED: March 23, 2026
BY: Kathy Roberts
TELEPHONE NO. 204-470-7380

**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.

PART B – BIDDING PROCEDURES

Revise: B2.1 to read: The Submission Deadline is 12:00 noon Winnipeg time, April 1, 2026.

PART D – SUPPLEMENTAL CONDITIONS

- Revise: D3.1 to read: The Services required under this Contract shall consist of Professional Consulting Services for an approximately 970 SM 3-bay fire paramedic station on approximately 1.34 acres. Phase of Work shall include:
- (a) General Services Requirements per D5;
 - (b) Schematic Design/Program of Requirements completion per D6;
 - (c) Detailed Design per D7;
 - (d) Contract Documents per D8;
 - (e) Construction and Contract Administration per D9; and
 - (f) Post Construction Services per D10.
- Revise: D6.2(a) to read: Validate and confirm Preliminary Design, to be based on the 2024 preliminary design and associated Cost Estimate provided by the City;
- Add: D6.5.1 Systems Commissioning Sub-Consultant shall be arranged by Consultant, procured by the City.
- Add: D6.6.1 Building Commissioning Sub-Consultant shall be arranged by Consultant, procured by the City.
- Add: D6.7.1 Independent Accessibility Sub-Consultant shall be arranged by Consultant, procured by Consultant.
- Add: D7.10(c)(iii) The site is zoned EI – Educational and Institutional. Any requirement for rezoning/variance(s) shall be included in the Proponent fee.
- Revise: D8.2(h) to read: prepare the Furniture, Fixtures, and Equipment (FF&E) program for the Work complete with an implementation plan, including but not limited to, design, City approvals, tender documents, and on-site installation. The Consultant shall:
- (i) organize user group meetings to obtain relevant user input;

- (ii) organize one tour for user groups to visit innovative solutions of other similar and comparable projects;
- (iii) assess current furniture standards and City standards;
- (iv) work with the City's team to develop a coherent vision for the program;
- (v) provide two FF&E concepts for presentation to the City;
- (vi) deliver an FF&E design brief describing the proposed program;
- (vii) provide for the requisite I/T, power, heating, cooling, and other building infrastructure in the construction documents as required;
- (viii) prepare the specification to tender the FF&E work, which may include multiple FF&E tender packages and FF&E procurement phases;
- (ix) develop a Class 3 cost estimate for costs relating to the procurement and installation of all FF&E items;

Revise: D9.2(q) to read: FFE Program: review and confirm the Furniture, Fixture, and Equipment (FF&E) program for the Work for on-site installation. In this phase, the Consultant shall:

- (i) review all FF&E shop drawings;
- (ii) prepare a schedule of mock-ups and attend review sessions; and
- (iii) progressively review the installation of FF&E complete with site reports.

Add: D11.1(f) All referenced sustainability standards are intended to be pursued concurrently. Where overlap or conflict occurs, the project team should first seek to align strategies to satisfy all applicable requirements to the greatest extent possible. In cases where this is not feasible, the most stringent requirement shall govern.

Add: D11.3(c)(iv) An energy model must be developed at key project stages, including schematic design, design development, and 100% construction documents. During schematic design, a preliminary "simple box" energy model is acceptable as part of the LEED Integrative Process Credit. The final 100% construction document model is required to meet both LEED and Efficiency Manitoba's New Building Program requirements.

Revise: D22.2 to read: The Consultant shall host three (3) public engagement meetings with the project team.

Revise: D22.5(b) to read: arrange and host up to (2) in-person engagement opportunities/events;

Add: D22.5(e) Consultant is responsible for design, creation, and printing of all materials. ^

APPENDICES

Add: Addendum #1 – Appendix 10 – Social Procurement

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

QUESTIONS AND ANSWERS

Q1: Can the City confirm whether the 2017 preliminary design remains aligned with current operational requirements, or should the Consultant anticipate significant updates to the program?

A1: D6.2(a) has been corrected to indicate that the Preliminary Design is based on the 2024 preliminary design provided by the City. To the best of our knowledge, the 2024 preliminary design is aligned with current operational requirements.

- Q2: Please confirm the public art budget, procurement process, and expected integration level.
- A2: Public art procurement will be handled through an agreement between the Winnipeg Arts Council and the City. Level of integration will be dependent on the location and type of the artwork. Budget and suggested locations for the artwork will be discussed with the successful Proponent.
- Q3: Should all sustainability standards (LEED Silver, Efficiency MB 2.2, 20% MECB improvement, CSA A460:19) be met concurrently, and which governs in case of conflict?
- A3: All referenced sustainability standards are intended to be pursued concurrently. Where overlap or conflict occurs, the project team should first seek to align strategies to satisfy all applicable requirements to the greatest extent possible. In cases where this is not feasible, the most stringent requirement shall govern. Refer to D11.1(f) above.
- Q4: How many energy model iterations are required (schematic, 70%, 99%, tender)?
- A4: An energy model must be developed at key project stages, including schematic design, design development, and 100% construction documents. During schematic design, a preliminary "simple box" energy model is acceptable as part of the LEED Integrative Process Credit. The final 100% construction document model is required to meet both LEED and Efficiency Manitoba's New Building Program requirements. Refer to D11.3(c)(iv) above.
- Q5: Is the site already zoned appropriately, or should rezoning/variances be anticipated?
- A5: The site is zoned EI – Educational and Institutional. Any requirement for rezoning/variance(s) shall be included in the Proponent fee. Refer to D7.10(c)(iii) above.
- Q6: Does the City have a BIM Execution Plan, required LODs, naming conventions, or software version requirements?
- A6: While we wish to obtain the Revit model for future reference, we will not impose any detailed requirements. However, we do expect that the AutoCad files will be prepared in accordance with the City's CADD standards. Templates will be provided to the successful Proponent.
- Q7: D12.2 (a) Be independent firms with no corporate ties to the building envelope, mechanical and electrical consultants."
- We are wondering if this is a mandatory requirement / would our submission be disqualified if we use the same firm (Crosier Kilgour) for Structural, Building Envelope, and Commissioning?
- A7: This is mandatory for the project, but is not mandatory for bidding purposes. The Proponent's Key Personnel and Subconsultant selections will be evaluated in the RFP stage. Since the commissioning consultant will be paid for by the City, the City has final approval on who the Consultant can use for the commissioning agent.
- Q8: B15.1 The Proponent should fill in the questionnaire in accordance with the instructions in Appendix 10."
- We do not see an Appendix 10 in the MERX supplied documents. Is this Appendix within another one of the documents? Could you please point us in the correct direction?
- A8: Appendix 10 is included in this Addendum #1.
- Q9: The design drawings provided in the RFP package show a very good plan for a fire and paramedic station of roughly 10,000 square feet. Section D3.1. of the RFP asks for a design that is 3,110 SM in size. We assume we will complete the drawing package for a building that is approximately 10,000 s.f. Can you confirm that our assumption is correct?
- A9: D3.1 has been corrected to indicate the project should be approximately 970 SM.

Q10: We understand that the RFP requires the Public & Stakeholder Engagement Lead to be a separate individual from the other project positions. Can you explain the rationale for this so we can structure our proposal to best align with your expectations?

A10: The City requires that each of the consultant's project team members focus and deliver on distinct tasks, as a function of quality control/quality assurance.