



## 351-2011 ADDENDUM 2

### REQUEST FOR PROPOSAL FOR CONSULTING SERVICES TO IDENTIFY AND DEVELOP IN DISCUSSION WITH THE ALTERNATE SERVICE DELIVERY COMMITTEE POTENTIAL COST EFFICIENCY OPTIONS FOR THE CITY OF WINNIPEG

#### **URGENT**

**PLEASE FORWARD THIS DOCUMENT TO WHOEVER IS IN POSSESSION OF THE REQUEST FOR PROPOSAL**

ISSUED: May 2, 2011  
BY: Carmen Sorby  
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**THIS ADDENDUM SHALL BE INCORPORATED INTO THE REQUEST FOR PROPOSAL AND SHALL FORM A PART OF THE CONTRACT DOCUMENTS**

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Please note the following and attached changes, corrections, additions, deletions, information and/or instructions in connection with the Request for Proposal, and be governed accordingly. Failure to acknowledge receipt of this Addendum in Paragraph 9 of Form A: Proposal may render your Proposal non-responsive.

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#### **PART B – BIDDING PROCEDURES**

Revise: B2.1 to read: The Submission Deadline is 4:00 p.m. Winnipeg time, May 6, 2011

#### **PART D – SUPPLEMENTAL CONDITIONS**

Add: D4.3 (d) and (e)

D4.3 The deliverables for this Project are:

- (a) provide a report recommending potential opportunities for efficiencies, including the following, at a minimum, for each opportunity recommended:
  - (i) facts supporting the recommendations;
  - (ii) analysis of the risk(s) associated with developing the opportunity; and
  - (iii) particulars of potential savings for the City.
- (b) the recommended prioritization of opportunities (sequentially and/ or concurrently) including the rationale;
- (c) outline a work plan for the development of each recommended opportunity, including but not limited to:
  - (i) a communication strategy;
  - (ii) an implementation strategy;
  - (iii) a risk mitigation strategy;
  - (iv) detailed activities and resource allocations required to reach the objectives; and
  - (v) estimated duration to complete each recommendation;
- (d) prepare and deliver a presentation summarizing D4.3(a), (b) and (c) to ASD Committee for consideration;**
- (e) Work with senior City management, and their delegates to implement selected cost efficiency strategies by December 31, 2011.**

Add: D4.4

**D4.4 Success of the engagement will be gauged by the efficiencies realized prior to December 31, 2011.**