



105-2014 ADDENDUM 2

REQUEST FOR PROPOSALS FOR QUANTITY SURVEYING AND COST CONSULTING SERVICES FOR WINNIPEG POLICE SERVICE HEADQUARTERS CONSTRUCTION PROJECT

URGENT

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

ISSUED: February 18, 2014
BY: Bryan Mansky
TELEPHONE NO. (204) 986-4136

THIS ADDENDUM SHALL BE INCORPORATED INTO THE REQUEST FOR PROPOSAL AND SHALL FORM A PART OF THE CONTRACT DOCUMENTS

Template Version: Ar20131129

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.

TRANSCRIPT FROM BIDDERS CONFERENCE

Introduction:

I am Bryan Mansky from the City of Winnipeg. Also on this end is Brian Whiteside. He is the City's auditor. This is the proponents conference call related to our Bid Opportunity 105-2014 which was a proposal for Quantity Surveying and Cost Consulting Services, related to the Winnipeg Police Services Headquarters. Right up front I just want to let everybody know that this call is being recorded. It will be transcribed and posted as an addendum on our website within the next day or two. When questions are posed the addendum will not identify who asked the question. It will simply be a reference that a question was asked. There will be no listing on that addendum either identifying who participated in the conference call. To put some structure to how we work through this we could start with the actual Request for Proposal document itself and then we can go through the various appendices and finally wrap up if there are any other general questions on other issues or topics that anybody has. So if that sounds reasonable we can get started.

Does anybody have any questions with the actual Request for Proposal document itself?

I do want to emphasize within the RFP itself, on D6 – The budget schedule. The Council Motion that was passed gave us 150 days to deliver a final report and there will be as it stands now, no ability to waver from that time frame.

Q1 You did mention about 150 days on D5 and you also mention it's in multiple stage reports, so with the assumption that there will be 5 reports during that 150 day period?

A1 I don't think there will be the ability to provide us a report obviously in February. There may be the opportunity in March depending upon how quickly the award is done and the Security Clearance process goes. Then there would be a status update in April, one in May and then June would be the final report. The status updates would simply be more of a one page kind of status, identifying major tasks undertaken, progress towards the final deliverable and of course identifying if there are any major obstacles or concerns that you have encountered whether it be information, access to or something of that nature.

Q2 D5.3 you mention functional requirements of the project to be analyzed. Are there specific areas, can you identify specific components of the project that you require analysis of?

A2 It would be the entire project. Since acquisition, post-acquisition to the, what will be the completed project. The project is still under way and while it is moving towards being substantially complete, it may not achieve that status by the time your report will be required to be presented to City Council.

Q3 A security clearance level 3 I assume is required only when the contract has been awarded?

A3 Correct, once we receive the submissions we will go through the evaluation process and then who we identify as being the successful proponent, they will have to go through the security clearance process before the contract is awarded. The police service does advise that they will expedite that clearance process to the best of their ability.

Q4 In Form C... reference tasks, descriptions, are you, can you identify those specific tasks?

A4 No that is left to the individual proponents to identify what are the key tasks that they will be undertaking.

Contract Administrator Any other questions on the RFP?

If not then we can proceed to the appendix one, which is the conflict of interest declaration. Any questions on the Conflict of Interest appendix one?

Appendix 2 through 6 are administrative reports that have been provided to Committees of Council. They were attached to the RFP for information. Does anybody have any questions on any of those appendices?

Does anybody have any other general questions?

Q5 This project, does it go undertaking this review just for the due diligence for the City auditor or is it a project that went way over budget and that's why they are digging into it?

A5 This was a request from City Council that the project has exceeded the original budget expectations and they made a request of the City Auditors office to facilitate a quantity survey. I believe the wording regarding the Council option was included in the back ground of the RFP.

Q6 The successful proponent when it comes time to setting up and meeting with any members of the original project team and of documents, that would be done through your office?

A6 Yes we will assist the successful proponent to facilitate getting the required information or to make contact with the individuals necessary for them to conduct their review.

Q7 I believe some of the proposal submission forms are currently locked with passwords, are they or do we have access to them so we can complete the actual forms?

A7 I can make a request from our Materials Management Dept. to post unsecured copies of that document.

Q8 Are all the parties that have been involved in the project and that have prepared documents, have they or are they aware that this is taking place? Are they willing to be cooperative in terms of handing over information?

A8 All the parties who have been involved with this project, some are no longer with The City of Winnipeg. Those that were City Staff, and no longer with the city of Winnipeg, we have had no contact with those individuals. Other firms have been engaged to work on this project on a contract basis and they are also no longer under contract with the City. Their willingness to participate I would not be able to comment on at this stage. Obviously we will work with the successful proponent to make those requests but at this time it would be unknown the willingness of the external parties to participate.

Q9 Does the City have access to all of the information that we will require to perform this review?

A9 I would not know the status of all of the information simply because I don't know all the information that you are going to want to obtain to conduct your review. The City has maintained records to some degree relevant to this project. Whether everything that you need would be maintained by the City of Winnipeg I cannot provide an answer to that question.

Contract Administrator This will conclude the conference call. Thank you very much to everyone for participating and we look forward to receiving your submissions.