

11-2016 ADDENDUM 1

PROVISION OF GROUNDS MAINTENANCE, WINNIPEG BIOSOLIDS STORAGE FACILITY AND WEWPCC 7740 & 6821 WILKES

URGENT

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

ISSUED: February 1, 2016 BY: Kerri McIvor TELEPHONE NO. 204 803-0068

THIS ADDENDUM SHALL BE INCORPORATED INTO THE BID OPPORTUNITY AND SHALL FORM A PART OF THE CONTRACT DOCUMENTS

Please note the following and attached changes, corrections, additions, deletions, information and/or instructions in connection with the Bid Opportunity, and be governed accordingly. Failure to acknowledge receipt of this Addendum in Paragraph 8 of Form A: Bid may render your Bid non-responsive.

PART F- SECURITY CLEARANCE

Addition of Level (2) Security Clearance to the document

- B1.1 The City will conduct a Level Two Security Clearance Check, for any individual proposed to perform Work under the Contract at the Biosolids Storage facilities.
- B1.2 The Contractor shall provide the Contract Administrator with a list of individuals proposed to perform Work under the Contract at the Biosolids Storage facilities:
 - (a) within five (5) Business Days of the Award of Contract; or
 - (b) in the case of additional or replacement individuals during the term of the Contract, at least thirty (30) Calendar Days before each individual is proposed to commence Work at the Biosolids Storage facilities.
- B1.3 Each individual proposed to perform Work under the Contract at the Biosolids Storage facilities shall provide:
 - (a) A list of names (including maiden names), addresses, dates of birth, and telephone numbers and occupations of all immediate family members (including parents) and their spouses/common law. Include your spouse/common law boyfriends, girlfriends and their family members. This includes stepbrothers, stepsisters, half-brothers and half-sisters. This list should be typed in the following format:

John James SMITH Dob: 45 Aug 24 (father)

123 Anywhere Street 555-555-5555

Winnipeg, Manitoba

(b) A list of names, dates of birth, addresses and telephone numbers and occupations of at least four (4) of your closest friends. This list should be typed in the following format:

John James SMITH Dob: 45 Aug 24 (father)

123 Anywhere Street 555-555-555

Winnipeg, Manitoba

- (c) The name of the immediate supervisor title or position within their organization, and telephone number, mailing address and email address.
- (d) A list of all past addresses.
- (e) Photocopies to two valid pieces of identification:
 - (i) valid photo driver's license,
 - (ii) valid passport or,
 - (iii) birth certificate.

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- (f) A completed Form P-608: Security Clearance Check authorization form. Form P-608 must be signed and dated.
 - (i) Signature of Witness shall be signed by the contact person stated on Paragraph 3 Form A: Bid.
- B1.4 Each individual shall submit the required information and form to the Winnipeg Police Service Division 30 Clerk at Main Floor, 151 Princess Street:
 - (a) within five (5) Business Days of the Award of Contract; or
 - (b) in the case of an additional or replacement individual during the term of the Contract, at least thirty (30) Calendar Days before the individual is proposed to commence Work at the Biosolids Storage facilities.
- B1.5 Any individual for whom a satisfactory Level Two Security Clearance is not obtained will not be permitted to perform any Work within the Biosolids Storage facilities.
- B1.6 Any satisfactory Security Clearance obtained thereby will be deemed valid for one (1) year from the date of clearance, subject to a repeated Security Clearance Check as hereinafter specified.
 - (a) Each individual doing Work at the Biosolids Storage facilities shall provide photo identification upon entry, in order that their Level Two security clearance can be verified.
- B1.7 Notwithstanding the foregoing, at any time during the term of the Contract, the City may, at its sole discretion and acting reasonably, require a further Security Clearance Check. Any individual who fails to obtain a satisfactory Security Clearance Check as a result of a repeated Security Clearance Check will not be permitted to continue to perform Work under the Contract at the Biosolids Storage facilities.
- B1.8 Any individual who fails to obtain a satisfactory Security Clearance Check may request reconsideration by writing to:

Winnipeg Police Service
Division 30 Services
Attn: Service Security Officer
151 Princess Street
Winnipeg, Manitoba
R3B 1L1

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WINNIPEG POLICE SERVICE SECURITY CLEARANCE CHECK SERVICES – DIVISION 30

NAME, TELEPHONE NUMBER AND BUSINESS ADDRESS OF EMPLOYER:	NAME & PHONE NUMBER OF CITY CONTACT PERSON IN CHARGE OF THE PROJECT REQUIRING THE SECURITY CLEARANCE CHECKS
NATURE & LOCATION OF WORK BEING DONE AT THE BIOSOLIDS STORAGE FACILITIES:	
Contract Administrator:	
WARNING: ANY FALSE OR INCOMPLETE INFORMATION MAY RESULT IN REJECTION OF THIS APPLICATION INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED	
EMPLOYEE INFORMATION	
LAST NAME:	GIVEN NAMES:
BIRTH NAME OR OTHER NAME(S) USED: (if different from above)	
☐ MALE ☐ FEMALE DATE OF BIRTH:	BIRTH PLACE:
Y	M D
ADDRESS:	CITY: PROVINCE:
POSTAL CODE: RESIDENTI	AL PHONE:
AUTHORIZATION	
I, hereby consent to the Winnipeg Police Service collecting my personal information from any public body, person, employer, or government institution for the purpose of conducting a security check in connection with my contract or association with the Winnipeg Police Service. This authorization, including a copy or facsimile thereof, is my consent to any public body, person, employer or government institution to release true copies of any records containing my personal information to the Winnipeg Police Service. (Security clearance checks expire after a period of one year).	
Signature of Witness	Signature of Applicant
This personal information will be collected pursuant to <i>The Freedom of Information and Protection of Privacy Act</i> C.C.S.M.cF175 (title, name, phone # of person who) can answer questions about the collection of this information.	
WINNIPEG POLICE SERVICE - FOR OFFICE USE ONLY	
RESULT OF CHECK:	COLATED TO ANN OUR IFOT WITH THE CAME NAME AND DATE OF
NO POLICE RECORD OF CRIMINAL CONVICTIONS WAS ASSOCIATED TO ANY SUBJECT WITH THE SAME NAME AND DATE OF BIRTH.	
AN OUTSTANDING CRIMINAL CHARGE AWAITING COURT DISPOSITION WAS ASSOCIATED TO A SUBJECT WITH THE SAME NAME AND DATE OF BIRTH.	
A POLICE RECORD OF CRIMINAL CONVICTIONS WAS ASSO	CIATED TO A SUBJECT WITH THE SAME NAME AND DATE OF BIRTH.
PROCESSED BY: Clerk WPS#	