



123-2013 ADDENDUM 1

REQUEST FOR PROPOSAL FOR PROFESSIONAL CONSULTING SERVICES FOR WILKES RESERVOIR NORTH CELL CONDITION ASSESSMENT

URGENT

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

ISSUED: May 23, 2013
BY: Rob Carroll, P.Eng
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THIS ADDENDUM SHALL BE INCORPORATED INTO THE REQUEST FOR PROPOSAL AND SHALL FORM A PART OF THE CONTRACT DOCUMENTS

Template Version: Ar20130301

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.

PART B – BIDDING PROCEDURES

- Add: B3.1.1 The Project Manager or an authorized representative will conduct an additional Site Investigation Tour of the Wilkes Reservoir North Cell at 11:00 AM on May 29, 2013. Proponents are required to register for the Site Investigation at least 48 hours in advance by contacting the Project Manager identified in D2.
- Revise: B3.5(a) to read: The Public Safety Verification Check may be obtained from BackCheck by visiting <http://www.backcheck.net/cityofwinnipeg>. Note that the check will take between 12 and 48 hours to complete. See Appendix A for further information.
- Add: B3.5(b) The results of the Public Safety Verification Check must be received by the City directly through BackCheck. Proponents must set up an account with BackCheck under their company name and grant BackCheck permission to share the results of the Public Safety Verification Check with the City of Winnipeg.

APPENDIX A – SECURITY CLEARANCE

- Revise: 1.1 to read: Each individual proposed to perform work under the Contract within City facilities shall be required to provide a Criminal Record Search Certificate and a Public Safety Verification Check as detailed below.
- Revise: 1.2 to read: Public Safety Verification Checks may be obtained from BackCheck by visiting <http://www.backcheck.net/cityofwinnipeg>. The results of the Public Safety Verification Check must be received by the City directly through BackCheck.
 - (a) Proponents must set up an account with BackCheck under their company name and grant BackCheck permission to share the results of the Public Safety Verification Check with the City of Winnipeg.
 - (b) Proponents will then be contacted by BackCheck with instructions on how to complete the Public Safety Verification Check
 - (c) If additional assistance is required to obtain the Public Safety Verification Check, the Bidder may contact the following BackCheck Representative:
Linda Ferens
Email: lferens@backcheck.net
Phone: (204) 999-0912

- Revise: 1.3 to read: The Criminal Record Search Certificate may be obtained from any one of the following:
- (a) The police service having jurisdiction at his/her place of residence;
 - (b) BackCheck by visiting <http://www.backcheck.net/cityofwinnipeg>. The Criminal Record Search Certificate must be received by the City directly through BackCheck.
 - (i) Proponents must set up an account with BackCheck under their company name and grant BackCheck permission to share the Criminal Record Search Certificate with the City of Winnipeg.
 - (ii) Proponents will then be contacted by BackCheck with instructions on how to complete the Criminal Record Search Certificate.
 - (iii) If additional assistance is required to obtain the Criminal Record Search Certificate, the Bidder may contact the following BackCheck Representative:
Linda Ferens
Email: lferens@backcheck.net
Phone: (204) 999-0912; or
 - (c) The Core of Commissionaires: Forms to be completed can be found at <http://www.commissionaires.mb.ca>.
- Revise: 1.4 to read: Prior to the commencement of any Work specified in 1.1 and during the term of the Contract if additional or replacement individuals are proposed to perform Work, the Consultant shall provide a Criminal Record Search Certificate and a Public Safety Verification Check obtained not earlier than one (1) year prior to the Submission Deadline for each individual proposed to perform such Work.
- Revise: 1.5 to read: Any individual for whom a Criminal Record Search Certificate or a Public Safety Verification Check is not provided, or for whom a Criminal Record Search Certificate or a Public Safety Verification Check indicates any convictions or pending charges related to property offences or crimes against another person, will not be permitted to perform any work specified in 1.1.
- Revise: 1.6 to read: Any Criminal Record Search Certificate and Public Safety Verification Check obtained thereby will be deemed valid for one (1) year beyond the date which it was obtained. If the Consultant continues to perform work as specified in 1.1 beyond this date, they will be required to provide the Contract Administrator with an updated Criminal Record Search Certificate and Public Safety Verification Check.
- Revise: 1.7 to read: Notwithstanding the foregoing, at any time during the term of the Contract, the City may, at its sole discretion and acting reasonably, require an updated Criminal Record Search Certificate or Public Safety Verification Check. Any individual who fails to provide a satisfactory Criminal Record Search Certificate or Public Safety Verification Check as a result of a repeated criminal records search will not be permitted to continue to perform any Work specified in 1.1.