



# 434-2015 ADDENDUM 4

## REQUEST FOR PROPOSAL FOR PROFESSIONAL CONSULTING SERVICES FOR WINNIPEG POLICE SERVICE HEAD QUARTERS BUILDING SAFEGUARDS

ISSUED: June 26, 2015  
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### URGENT

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

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

Template Version: A20150105

**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 B – BIDDING PROCEDURES

- Revise: B2.1 to read: The Submission Deadline is 4:00 p.m. Winnipeg time, **July 2, 2015**
- Revise: B9.1 to read: The Proposal shall include a Fixed Fee for:
  - (a) all disciplines and/or phases identified in D4 - Scope of Services for items c, d, e and f identified in D3 – Background;
  - (b) item (a) identified in D4 - Scope of Services for items a, b, g, h and i as identified in D3 – Background
- Add: B9.3 The Proposal shall include a percentage based fee for items b, c, d, e, f and g as identified in D4 – Scope of Services for items a, b, g, h and i as identified in D3 – Background
  - (a) The percent fee shall be added to the fixed fee when determining the Bidder's total fee and will be based on the estimated construction cost
  - (b) The estimated construction cost is \$1,000,000. This is only an estimate. Actual amount paid to the Consultant may vary from this amount depending on scope of Work. The percent mark-up that the Consultant will be paid will be in accordance with the amount stipulated in item B9.3 above.
- B9.4 Adjustments to Fees will only be considered based on increases to the Scope of Services.
- B9.4.1 The City will not consider an adjustment to the Fees based on changes in the Project budget or the Final Total Construction Cost.
- B9.5 Notwithstanding C1.1(b), Fees shall include costs for out of town travel, related meals and accommodations for the duration of the Project and shall not be considered an Allowable Disbursement.
- B9.6 The Fee Proposal shall also include an allowance for Allowable Disbursements as defined in C1.1(b), but shall exclude the costs of any materials testing, soils and hazardous materials investigation during construction.

- B9.7 Notwithstanding C10.1, Fees submitted shall not include the Goods and Services Tax (GST) or Manitoba Retail Sales Tax (MRST, also known as PST), which shall be extra where applicable.
- B9.8 Payments to Non-Resident Consultants are subject to Non-Resident Withholding Tax pursuant to the Income Tax Act (Canada).

## **PART D – SUPPLEMENTAL CONDITIONS**

- Add: D5.5 All information, drawings, specification, etc are to be viewed and used exclusively by members of the consultant team with Level 2 Clearance through the Winnipeg Police Service. All information is to be protected by secure server or encrypted password
- Revise: D8.3 to read: The City intends to award this Contract by July 10, 2015
- Revise: D9.1(a) to read: Contract Documents complete – July 24, 2015
- Revise: D9.1(b) to read: Bid Opportunity issue date – July 31, 2015