



234-2020 ADDENDUM 2

PROFESSIONAL CONSULTING SERVICES FOR SW SEWER CATCHMENT REGIONAL UPGRADES DESIGN

URGENT

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

ISSUED: August 10, 2020
BY: Sean Gordon
TELEPHONE NO. 204 - 986-4817

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

Template Version: Ar20160708

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 10 of Form A: Proposal may render your Proposal non-responsive.

PART B – BIDDING PROCEDURES

Clarification of B15:

The Proponent should document within the Proposal submission all relationships the company or staff within the company have with external stakeholders who may be impacted by this project (developers, public interest groups, other engineering firms, etc.) and which therefore would form a conflict of interest. The Proponent should then state what will be done as part of the project to either eliminate the conflict of interest or mitigate the risks associated with the conflict. The City will evaluate this in addition to the technical content of the Proposal.

This content documenting potential conflicts of interest, if any, and how they will be addressed should be included in the Proposal in order for it to be short-listed.

PART D – SUPPLEMENTAL CONDITIONS

Revise: D6.2.2(a)(viii) to read: Preliminary Design Report

- The 60% complete draft of Preliminary Design Report shall be submitted to the Project Manager, at least fifteen (15) Business Days prior to the 60% Draft Review Meeting.
- The 95% complete draft of Preliminary Design Report shall be submitted to the Project Manager, at least twenty (20) Business Days prior to the 95% Draft Review Meeting.

Add: D6.2.2(a)(x) Monthly Progress Report Template

- Submit within two (2) weeks of project award for City review and acceptance.

Add: D6.2.2(a)(xi) Updated Hydraulic Model & Hydraulic Model Update Rationale - Supporting Information

- Submit at appropriate time during initiation of Preliminary Design Phase.
- Interim model updates may be requested by the City at appropriate intervals for review within the Preliminary Design Phase.

- Add: D6.2.2(a)(xii) Stakeholder Engagement Plan
- Submit at appropriate time during initiation of Preliminary Design Phase.
- Add: D6.2.2(a)(xiii) Risk and Opportunities Meeting Agenda
- Submit at least ten (10) Business Days prior to the Risk & Opportunities Identification Meeting.
- Add: D6.2.2(a)(xiv) Risk and Opportunities Technical Memorandum
- Submit at appropriate time following the Risk & Opportunities Identification Meeting.
- Revise: D6.2.3 to read: D6.2.3 Final Documents Submission Requirements
- (a) Submit PDF copy of final documents so the City can verify that all comments from the 95% draft have been incorporated.
- (b) Project Manager must give final approval that all comments have been satisfactorily answered prior to the Consultant printing paper copies.
- (c) Two (2) paper copies, with one (1) unbound and one (1) bound shall be submitted of Conceptual Design Report and Preliminary Design Report once finalized.
- (d) Submit searchable .PDF copy and native file format document of all final documents.
- Revise: D6.6.1(b) to read: If a member of the Consultant's Key Personnel is not listed by name on Form P, when that staff member is proposed for work under the Geotechnical Work Allowance, the Consultant shall follow the requirements as stated in D6.1.3.
- Revise: D6.7.1(b) to read: If a member of the Consultant's Key Personnel is not listed by name on Form P, when that staff member is proposed for work under the Additional Work Allowance, the Consultant shall follow the requirements as stated in D6.1.3.
- Revise: D6.9(a) to read: The Consultant shall establish a stakeholder engagement plan as part of the initiation of the Preliminary Design Phase.
- Revise: D6.9(a) to read: Fixed Fee scope of work items as described in B9.1 shall be invoiced monthly based on estimated percentages complete for each Fixed Fee item. Payment by the City will not be made until the estimated percentages complete for each Fixed Fee item are agreed by the Contract Administrator.

PART E – SPECIFICATIONS

- Revise: E8.3.1(c) to read: Should any of the minimum requirements of the 95% Draft Conceptual Design Report as per E8.3.1(b) not be completed sufficiently at submission, the 95% Draft will be submitted back to the Consultant.
- Revise: E9.4.1 to read: During the Preliminary Design Phase, updates to the City of Winnipeg Hydraulic Model will be completed, based on the gaps identified in the Hydraulic Model TM.
- Add: E10.4.3(c)(x) Summary of the methodology to be used, assumptions, risks and constraints to produce an AACE Class 3 estimate for the solution. This will then be further elaborated and used to produce a Class 3 estimate of the solution as part of the 95% submission.
- Clarification of E13: Even if the Consultant believes that Geotechnical studies will be required as part of the scope of Work, the fees associated with these studies should not be assigned to the Fixed Fee items provided. All known and unknown geotechnical studies required as part of the project will be assessed and approved utilizing the Geotechnical Work Allowance.

Add:	E10.16	APPENDICES
Add:	E10.16.1	Appendix A – Definition of Professional Consultant Services (Previously Released)
Add:	E10.16.2	Appendix B – Sample Non-Disclosure Agreement (Previously Released)
Add:	E10.16.3	Appendix C – Electrical Design Guide (Previously Released)
Add:	E10.16.4	Appendix D – Identification Standard (Previously Released)
Add:	E10.16.5	Appendix E – HMI Layout and Animation Plan (Previously Released)
Add:	E10.16.6	Appendix F – Automation Design Guide (Previously Released)
Add:	E10.16.7	Appendix G – E&I Standardization Summary (Previously Released)
Add:	E10.16.8	Appendix H – Electrical Design Guide (Previously Released)
Add:	E10.16.9	Appendix I – Hydraulic Modeling Guidelines (Previously Released)
Add:	E10.16.10	Appendix J – SW Sewer Catchment Flow Monitoring Locations (Released With Addendum 2)

QUESTIONS AND ANSWERS

Q1: By what date must questions be submitted to the Contract Administrator to not effect the RFP closing date?

A1: It will depend on the complexity of the question submitted, and as a result the timeframe before an answer can be determined and issued in an addendum. All addenda must be provided a review period of two business days minimum.

Q2: Is there any O&M issues identified with the existing D'Arcy pump station?

A2: Specific operating concerns with D'Arcy pump station have not been raised by Operations staff at this time. Upgrades to the station relief overflow arrangements are underway. Further details on these upgrades will be provided to the Proponent upon award.

Q3: What would be the process to account for future growth as part of the solution development?

A3: This would be largely up to the Proponent to determine and document an appropriate methodology to estimate the extent and distribution of future growth when assessing solutions within the SW Sewer Catchment. The Working Group would then review this methodology and provide feedback. The Working Group will also support the Proponent and direct them to documentation regarding growth across the City of Winnipeg, such as the OurWinnipeg Complete Communities Direction Strategy.

Q4: What is the extent of the additional flow monitoring data recently collected? What was its original purpose?

A4: A DWF flow monitoring campaign was completed in winter 2019/2020. A map showing the locations of these flow monitors is included within Appendix J as part of this Addendum. The purpose of the flow monitoring campaign was part of a lift station assessment completed for the D'Arcy pump station.

Q5: Do each of the separate district pump stations have SCADA data and will this be made available?

A5: Yes SCADA operating data will be made available to the awarded Proponent. Currently only the St. Norbert Lift Station has flow monitor data in addition to wet well level meters and pump on/off monitoring. All other lift stations in the SW Sewer Catchment only have wet well level meter and pump on/off status instrument data available.

Q6: Is the Geotechnical Work Allowance only meant for a potential river crossing design, or for any other investigation work that may be required?

A6: All geotechnical investigation works associated with the solution selected for preliminary design will utilize the Geotechnical Work Allowance.