



# 657-2020 ADDENDUM 1

## PROVISION OF MOVING SERVICES

### URGENT

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

ISSUED: November 5, 2020  
BY: Mahamed Hassan  
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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: 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 A – PROPOSAL SUBMISSION

Replace: 657-2020 Proposal Submission with 657-2020 Addendum 1 - Proposal Submission (R1). The following is a summary of changes incorporated in the replacement Proposal Submission:

Form B(R1): Revised the wording/ quantity for item No.1, 2, 5 & 6.

### PART B – BIDDING PROCEDURES

Revise: B2.1 to read: The Submission Deadline is 12:00 noon Winnipeg time, November 17, 2020.

### PART E – SPECIFICATIONS

Add: E5.1.1 The Contractor is advised that type and quantity requested are approximate and can vary. It's the responsibility of the Contractor to send a representative where required to visit the move sites and perform an on-site survey noting any obstacles, appropriate resources for the task, and number of items to be moved.

Add: E5.1.2 The Contractor or it's representative should inspect all items prior to the move and keep track of any special instructions in the Work Order sheet that would be provided, especially when items must be moved/ loaded in sequence.

### QUESTIONS AND ANSWERS

Q1: When entering data on to Form B Prices, does the Unit Price represent Two men and a truck?

A1: Refer to the revised pricing sheet. Where indicated, movers shall mean/ refer to at least a minimum of two (2) movers unless otherwise noted.

Q2: On the pricing sheet it talks about "movers" and "individual movers" Im assuming "movers" means two movers, but I don't see where it says 2 movers. Can you confirm "movers" means two movers?

A2: Refer to the revised pricing sheet. Where indicated, movers shall mean/ refer to at least a minimum of two (2) movers unless otherwise noted.

Q3: Are the hours indicated in the pricing sheet exact or approximate?

A3: Hours shown on Form B are approximate and based on services from past year (s).

Q4: Should the GST be included in the total bid price?

A4: No, refer to B9.1.1 in the RFP and Form B – Bid pricing.

Q5: Regarding E3.4, "Each truck must have a driver" , we are seeking clarification in terms of what is being requested as a minimum to be provided per truck?

A5: As noted in the RFP; the Contractor should provide the appropriate resources based on industry standards, per job bases, and as indicated in the WO/ task sheet for each task. The City will not regulate the breakdown between installers/ movers except that each truck must have at minimum two (2) movers/ furniture installers on each truck unless otherwise noted/ directed.

Q6: Regarding E2.4 & E2.5, What will the Notice period be for these required additional resources?

A6: Refer to D2.2 (a) and (e) in the RFP.

Q7: Form B, is trying to accommodate pricing for work related to Moving Services / Even Setup and Moving & Furniture Building Services – during core hours and outside core hours. For clarity of providing the right pricing information, and consideration, we suggest a pricing breakdown for Items 1, 2, 3, 4, 5 and 6 to be reformatted.

A7: At this time, there is no intention to provide additional info regarding the items indicated. In our view, the current list provides sufficient info and meets the requirements for services.