



635-2019 ADDENDUM 3

PROFESSIONAL CONSULTING SERVICES TO CREATE A ROAD SAFETY STRATEGIC ACTION PLAN

URGENT

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

ISSUED: October 3, 2019
BY: Rebecca Peterniak, M.Sc., 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: 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 9 of Form A: Proposal may render your Proposal non-responsive.

PART B – BIDDING PROCEDURES

- Revise: B2.1 to read: The Submission Deadline is 12:00 noon Winnipeg time, **October 15, 2019**.
- Revise: B6.6 to read: Proposals should be no more than 25 (twenty five) pages; should be 8.5" x 11" page size; and should use 11 point font. Proposals should contain a table of contents, page numbering and should be in the Sections identified above. The table of contents, resumes, work breakdown structure, Form P, and project schedule are not included in the 25 (twenty five) page limit nor in the page size requirements. **Form A is not included in the 25 (twenty five) page limit.** Proponents are encouraged to use their creativity to submit a Proposal which provides the requested information for evaluation and other information which illustrates the strength of their team.

PART D – SUPPLEMENTAL CONDITIONS

- Revise: D9.2 to read: Five (5) public engagement project team meetings with the City's Project Manager, the Office of Public Engagement, and others, as necessary are anticipated throughout the Project:
- (a) Initial meeting to review draft public engagement strategy;
 - (b) Review details of Phase 1 engagement prior to launch;
 - (c) Review feedback from Phase 1 engagement;
 - (d) Review details of Phase 3 engagement prior to launch;**
 - (e) Review feedback from Phase 3 engagement;**
- Revise: D14.1 to read: The Consultant shall achieve critical stages of the Services for this Contract in accordance with the following requirements:
- (a) Phase 1 draft report and presentation to be completed by April 15, 2020;**
 - (i) Public engagement expected to occur in January and February, 2020.
 - (b) Phase 2 draft report to be completed by May 31, 2020;**

(c) Phase 3 draft report to be completed by August 24, 2020;

(i) Public engagement expected to occur in June 2020.

- Revise: D6.4(b) to read: **The Consultant should prepare and deliver a presentation to the City on draft gap assessment prior to the City's review of the Phase 1 progress report.**
- Revise: D8.13 to read: **The Consultant should prepare and deliver a presentation on the final Road Safety Strategic Action Plan to the City.**
- Revise: D13.3 to read: The City intends to award this Contract by **November 15, 2019**.