



# 51-2022 ADDENDUM 2

## PROVISION OF INSURANCE AND RELATED RISK MANAGEMENT SERVICES

### **URGENT**

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

ISSUED: July 7, 2022  
BY: D. Westra-Hanaback/for Cindy Bauer  
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**THIS ADDENDUM SHALL BE INCORPORATED INTO THE BID/PROPOSAL AND SHALL FORM A PART OF THE CONTRACT DOCUMENTS**

Template Version: Add 2021-03-05

**Please note the following and attached changes, corrections, additions, deletions, information and/or instructions in connection with the Bid/Proposal, and be governed accordingly. Failure to acknowledge receipt of this Addendum in Paragraph 10 of Form A: Bid/Proposal may render your Bid/Proposal non-responsive.**

### **FORM B: PRICES**

Replace: 51-2022 Addendum 1-Form B: Fee(s) for Service(R1) with 51-2022 Addendum 2 - Form B: Fee(s) for Service(R2). The following is a summary of changes incorporated in the replacement Bid/Proposal Submission:

Form B(R2): Remove column for Commission %. Note that the Bidder shall only require to provide a quote for the Annual Fee.

Form B(R2): Remove Line Items 6 through 9 inclusive.

### **PART B – BIDDING PROCEDURES**

Revise B20.5(c) to read: **Fees for Service (Section B)** 20%

Revise B20.5 to read: **Further to B20.1(c), the Fees for Services shall be evaluated considering the fees submitted on Form B. The Proponent who submits the lowest service fees will receive the highest marks. All other Proponents will be prorated accordingly.**