



## 810-2024A ADDENDUM 2

### ORGANIC WASTE PROCESSING SERVICES

#### **URGENT**

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

ISSUED: March 11, 2025  
BY: Janine Ralph, Contract Administrator  
TELEPHONE NO. 905-380-8568

**THIS ADDENDUM SHALL BE INCORPORATED  
INTO THE REQUEST FOR QUALIFICATIONS**

Template Version: Add 2024-02-01

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**Please note the following and attached changes, corrections, additions, deletions, information and/or instructions in connection with the RFQ, and be governed accordingly. Failure to acknowledge receipt of this Addendum in Paragraph 5 of Form A: Qualification Submission may render your submission non-responsive.**

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#### **PART B – REQUEST FOR QUALIFICATION INFORMATION**

- Revise: B29.2 to read: Proponents should provide information regarding a minimum of three (3) Contracts similar in size, scope and complexity to the OWPS project that are currently held by any member of the Proponent team, or that have been previously held by any member of the Proponent team and that have expired within the past three (3) years. Proponents may use a reference facility as provided in response to B28 for one or more of these Contracts. For each Contract, responses should identify:
- Revise: B29.2(g) to read: provide at least three (3) references for the Contracts similar in size, scope and complexity to the OWPS project that are currently held by any member of the Proponent team, or that have been previously held by any member of the Proponent team and that have expired within the past three (3) years, referred to in response to Sections B29.2 (a) to (f). References should consist of:
- (i) contracted party (client/project owner) and contact information (name, address, email address, phone number, website address)
  - (ii) approximate annual value of the work (\$CDN 2024)
- Proponents may reuse references from the reference facilities as provided in response to B28.

#### **QUESTIONS AND ANSWERS**

- Q6: Can the City/HDR please provide clarification on the references required in the RFQ submission as outlined below.
- Section B28 requires the completion of Forms B1 to B10 inclusive for two reference facilities
  - Sections B29.2 (a) to B29.2(f) require details on three similar contracts that have been and are currently held by the Proponent Team
  - Section B31.2(g) requires one to three references for each proponent team member
  - Section B31.3(c) requires one to three references for each of the seven key proponent team staff members listed in Section 31.3(a)

Section B29.2(g) requests “at least three references from project partners/clients”. The definition of project partners/clients is uncertain. Do these three references tie back to the three contracts detailed in Sections B29.2(a) to 29.2(f)? For greater clarity, can the City/HDR please confirm the specific nature of the references sought in Section 29.2(g).

A6: With regards to Section B29.2(g), revisions have been made for clarity, to indicate that the ‘at least three (3) references’ should be specific to the ‘minimum of three (3) similar Contracts’ as indicated in Section B29.2.

Q7: In Section B29.2, can the City/HDR please confirm that all three similar contracts must be currently active as noted in the RFQ: “...that have been and are currently held by...”

A7: As indicated in Part B – Request for Qualification Information above, additional clarity is being provided to B29.2 to indicate that information should be provided for a minimum of three (3) Contracts similar in size, scope and complexity to the OWPS project that are currently held by the Proponent team, or that have been previously held by the Proponent team and that have expired within the past three (3) years.

Q8: Has the City of Winnipeg had any discussions with Manitoba Hydro related to natural gas grid interconnection and the ability to inject RNG at the proposed City sites?

A8: No, the City has not had any discussions with Manitoba Hydro related to the natural gas grid interconnection to the City sites that have been identified, and the ability to inject RNG at any of these sites.

Q9: RFP Section 29.2 reads “Proponents should provide information regarding a minimum of three (3) Contracts similar in size, scope and complexity to the OWPS project that have been and are currently held by the Proponent team. Proponents may use a reference facility as provided in response to B28 for one or more of these Contracts. For each Contract, responses should identify.” The phrasing of this question is that all three references must be for contracts “that have been and are currently held by the Proponent team”. This will work to exclude any references from Proponent Team members that are already completed and therefore the contract is closed. It is requested that this wording be revised as follows to provide greater clarity: “that have been and or are currently held by any member of the Proponent team”.

A9: Please see revisions to Section B29.2 as noted above.

Q10: RFP – Section B11.8(a). It is noted that the City will enter into a lease agreement if the successful Proponent develops the OWPF on City-owned land. Can the City advise if there will be an annual leasing cost for the property that would need to be borne by the Proponent?

A10: As noted, Section B11.8(a) indicates that the City will enter into a lease agreement if the successful Proponent develops the OWPF on City-owned land. The terms of such a lease agreement have yet to be developed, including any annual leasing cost.

Q11: RFP – Section B.1.1(e). It is noted that the definition for leaf and yard waste (LYW) includes grass clippings. Can the City please advise if the current City LYW collection program allows residents to include grass clippings, or if this definition refers to smaller amounts of grass clippings that may inadvertently be included by residents in their LYW.

A11: The current City LYW collection program allows residents to include grass clippings.

Q12: RFP- Section B28.1. Can the City please confirm that the required two references facilities can be provided by any member of the Proponent Team, and not specifically the Proponent itself.

A12: Please note that Section 28.2 (c) provides clarity that if a Proponent is a partnership, not all partners need to be involved in each reference facility, however, at least one of the project partners needs to have had a role in design, construction, operations & maintenance that is aligned with their responsibilities in the proposed OWPS facility.

Q13: Can the City provide a copy of the presentation made during the Proponent's Conference held on December 12, 2024?

A13: A copy of the presentation made during the Proponent's Conference held on December 12, 2024, is attached to this Addendum.