



## ADDENDUM

PROJECT TITLE: ENGINEERING SERVICES: "LAKEWOOD HEIGHTS AREA – INFLOW AND INFILTRATION STUDY" SAINT JOHN, NB	ADD. NO: 1
TENDER NO: 2021-091003P	DATE: April 8, 2021
PAGE 1 of 3 (Including Confirmation Sheet)	

Make the following modifications to the above project. Include in the amount of the Tender, any additions to or deductions from the cost of the work by reason of these instructions.

**Sign and attach this Addendum to the Tender documents and submit with your Tender. Failure to do so may result in the rejection of your Tender.**

**Please find below questions and responses.**

Q1. Section 15 Submission of Proposals states that consultants shall deliver six copies of our technical proposal and six copies of our financial proposal. Would the City consider reducing the number of copies to just 1 hard copy of each or, submitting only an electronic copy? Our company is making efforts to a more sustainable approach to providing our services and reduction of printed materials one area we are focusing on.

***A1. The City will have multiple people independently reviewing the submissions and, therefore, the City requires six printed copies of each of the technical proposal and financial proposal as stated in Section 15 of the RFP.***

Q2. Section 9 Formality Clause requests that original signatures be included on our cover letter. With the ongoing pandemic, our resources are working remotely to help reduce and stop the spread of COVID along with it's variants. As such, would the City allow for use of electronic signatures instead of the required "original signature of the individual authorized by the Consultant to submit proposals on their behalf."?

***A2. Yes, electronic signature is acceptable.***

**SIGN AND RETURN THIS ADDENDUM WITH YOUR PROPOSAL**

A handwritten signature in blue ink that reads "Monic MacVicar".

Monic MacVicar, CCLP, CPPB  
Procurement Specialist  
Supply Chain Management

\_\_\_\_\_  
Contractor's Signature



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<p>Q3. Will City forces make accessible the sanitary sewer structures located in off-road and overgrown areas, or is this to be included in the Consultant's scope of work? <b>A3. Yes, the City will make accessible the sanitary sewer structures located in off-road and overgrown areas. If the City is not able to gain accessibility to existing sanitary infrastructure in these areas, the Consultant will credit the City for video inspection, manhole inspections and/or smoke testing not completed as per the unit rates provided in their proposal.</b></p> <p>Q4. Which sanitary sewers do you want videoed? I assume it is all of the sanitary sewers that have not been already videoed? <b>A4. Yes, the Consultant should allow for videoing the sanitary sewers that have not been already videoed with the exception of private and abandoned pipe. The proposal shall be based on 17,600 lineal meters of sanitary sewer video inspection as per the RFP.</b></p> <p>Q5. The employer is not able to force its employees to get inoculations. <b>A5. The City hereby changes the inoculation of Consultant staff in the RFP from a requirement to a recommendation.</b></p>	

### SIGN AND RETURN THIS ADDENDUM WITH YOUR PROPOSAL

*Monic MacVicar*

Monic MacVicar, CCLP, CPPB  
Procurement Specialist  
Supply Chain Management

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Contractor's Signature



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## CONFIRMATION - RECEIPT OF ADDENDUM

**Upon receipt of this document, fax this page to (506) 658-4742 to confirm receipt of this addendum.**

CONTRACTOR'S NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

RECEIVER NAME (PRINT) \_\_\_\_\_

RECEIVER SIGNATURE: \_\_\_\_\_