



**THE CORPORATION OF THE CITY OF WINDSOR  
OFFICE OF THE CITY SOLICITOR**

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**Purchasing Manager**

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**Purchasing Supervisor**

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**ADDENDUM NO. 4  
ENGINEERING CONSULTING SERVICES FOR A TRANSIT WINDSOR – GARAGE  
FEASIBILITY STUDY  
PROPOSAL NO. 106-20**

**July 22, 2020**

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This addendum amends and forms part of the Proposal Documents. The Proponent shall insert the addendum behind the cover page of the Proposal Documents.

**QUESTIONS AND ANSWERS:**

1. Will the consultant awarded the feasibility study be able to bid on the design stage?

**Answer:** Yes

2. Should the required meetings for this contract be in-person meetings or virtual meetings given the Covid-19 circumstances? Pricing will vary accordingly as well?

**Answer:** Could be either/or depending on the City and Ontario's Provincial COVID-19 stage / phase plan.

3. Can the proponent experience include projects that are not completed?

**Answer:** No

4. Appendix B – Schedule 1 Reference Information includes a column entitled “size”. Please clarify how this information should be presented.

**Answer:** Square footage and dollar value.

5. With regard to item 7.2.2 of the RFP document, please confirm that the requirements of the engineering site design drawings and storm water management (SWM) strategy for the current garage site under future development conditions are to be developed to a functional servicing report/preliminary design level of detail, and that SWM modelling and detention evaluations are required for all potential terminal sites to be reviewed as part of this feasibility study, or just the single preferred potential site. If for all potential sites, then what is the maximum number of potential sites that this work should be completed for??

**Answer:** It is either expanding the existing site OR potentially one alternative site to the existing location.

6. Please confirm if the City will be providing the successful proponent with all as-built drawings, SWM servicing plans and SWM reports for the existing municipal infrastructure within the area of the current garage site and all sites being considered, including design details and existing outlet release rates from the Transit Windsor SWM facility?

**Answer:** If they are available at the City and/or Transit Windsor, the City will provide them to the successful proponent.

7. Please confirm if utility relocation/removal coordination for the preferred site is required as a part of the feasibility study, or if simply an understanding of future required utility relocations is the expectation?

**Answer:** Yes, this is required as a part of this feasibility study.

8. Please confirm if the City will provide/pay for directly detailed topographic and legal surveys as well as geotechnical reporting for the existing Transit Windsor SWM facility, and any other potential sites to be reviewed as part of this feasibility study, and that the consultant's role is simply to coordinate the completion of the work.

**Answer:** Yes, the City will provide/pay for topographic and legal surveys as well as geotechnical reporting, and that the consultant's role is to coordinate the work

Except for the contents of this addendum, all other terms and conditions of this proposal remain the same.

***END OF ADDENDUM NO. 4***

Yours truly,

**THE CORPORATION OF THE CITY OF WINDSOR**

*Elaine Castellan*

Elaine Castellan  
Purchasing Supervisor

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I hereby acknowledge receipt of Addendum No.4 to the RFP No. 106-20 (4 pages).

The information contained therein is hereby noted and account of same will be taken in our proposal cost.

This information was received on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (Printed)

\_\_\_\_\_  
Company Name

**\*NOTE: You are required to acknowledge this addendum with your proposal submission.**

**PLEASE E-MAIL [purchasing@citywindsor.ca](mailto:purchasing@citywindsor.ca) SIGNED ACKNOWLEDGEMENT SHEET  
ASAP**

**Attn: Purchasing Department**