

**RFP ADDENDUM #1**  
 Date of Addendum: January 31, 2025

**NOTICE TO ALL POTENTIAL RESPONDENTS**

The Request for Proposals (RFP) is modified as set forth in this Addendum. The original RFP Document remains in full force and effect, except as modified by this Addendum, which is hereby made part of the RFP. Proponents shall take this Addendum into consideration when preparing and submitting their Proposals.

**PROPOSAL SUBMITTAL DEADLINE**

The Proposal submittal deadline is not changed by this addendum.

**1.0 – RFP**

Item	Section	Description of Change
B.5.4	WSIB	Modify the first bullet point to read “The most recent WSIR report (Workplace Injury Summary Report) issued by the Workplace Safety Insurance Board (WSIB).” Modify the second bullet point to remove the reference to the history of claims so that it reads “A current Clearance Certificate from the WSIB.”

**2.0 – QUESTIONS AND ANSWERS**

The following questions and answers are provided as a matter of information to clarify issues raised about the RFP. To the extent that changes to the RFP are required based on the questions received, the RFP has been modified as noted above in the RFP section of this Addendum.

Item	Questions and Answers
2.1	<u>Question:</u> Section B.5.4 – WSIB – Workplace Safety Policy - Are you looking for the health and safety policy or the entire health and safety manual? <u>Answer:</u> We are looking for the company health and safety policy.
2.2	<u>Question:</u> The term “consultant” is used throughout the RFP package, example <u>B.3.4</u> Integrity of the Consultant Team Key Personnel maintained and <u>C.3</u> Consultant Team and References. Can you clarify if this is referring to the Construction Management team?  <u>Answer:</u> That is correct, any references to “consultant” should be interpreted as the construction management team.

**3.0 – INFORMATION**

The following item(s) are provided as a matter of information only to all respondents and do not modify or become part of the Contract Documents.

Item	Description
3.1	Information on the optional site visit

	<p>The site visit will take place on Wednesday February 5 at 2 pm at Conrad Grebel University College, located at 140 Westmount Road North in Waterloo. Our parking area is located to the right of the building. Complimentary parking passes can be obtained from the reception desk, immediately inside the main entrance. Owner representatives and members of the design team will be waiting by the reception desk to lead the site visit.</p>
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**END OF ADDENDUM**