



PROCUREMENT SERVICES SECTION
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ADDENDUM #1

REQUEST FOR PROPOSALS (RFP) No. : 1220-030-2023-027

TITLE: STRATEGIC PROJECT MANAGEMENT SERVICES

ADDENDUM ISSUE DATE: June 23rd, 2023

on or before the following date and time

CLOSING TIME: Time: 3:00 p.m., local time

Date: June 27, 2023

INFORMATION FOR PROPONENTS

This Addendum is issued to provide additional information to the RFP for the above-named project, to the extent referenced and shall become thereof. No consideration will be allowed for extras due to the Proponent not being familiar with this Addendum. This Addendum No. 1 contains two (2) pages in total.

QUESTIONS AND ANSWERS:

Q.1. For the Project Manager role desired in the Strategic Management Services RFP 1220-030-2023-027, please provide the following information to allow us to make our response under Schedule C-3 and C-4 more meaningful and relevant to your projects:

- (a) A brief description of the active and resourced projects underway including the objectives, the number of resources assigned, and the planned completion dates?
- (b) A brief description of the scope, objectives, and outcomes for new projects planned, and where delivery resources are to be sourced (internally or externally)?
- (c) Are there any solution or resource procurement phases required to complete strategic projects? If so, which ones?

A.1.

- (a) The project will include infrastructure and software related initiatives which could include either commissioning or decommissioning activities. The project resources

adjust with the activities specified at the time but is currently supported by approximately 20 people. The City anticipates a six month duration for the Agreement term but the varying project initiatives do not have planned completion dates at this time.

- (b) Delivery resources will be provided to the project per the successful Proponent's recommendations. Part of the project manager's role will be to identify required resources and partner with the City on securing the resources.
- (c) At this time, nothing has been identified.

Q.2. In regards to 1220-030-2023-027 - Strategic Project Management Services – Is there an incumbent who is currently doing this role and will be resubmitting their candidacy?

A.2. This is a competitive opportunity open to any Proponent that wishes to submit a Proposal. No Proponent is precluded from submitting as long as they demonstrate meeting the requirements as set out in Schedule A.

– END OF ADDENDUM –

All Addenda will become part of the RFP Documents.
