

APRIL 6, 2023

TO: ALL PROPONENTS OF RECORD

FROM: ALISHA MODY RPP, MCIP., MANAGER OF PLANNING AND DEVELOPMENT

RE: **TOWN OF PEACE RIVER**  
**REQUEST FOR PROPOSAL – NEIGHBOURHOOD RENEWAL PROGRAM 2023**  
**RFP TPR2023005**  
**TENDER ADDENDUM NO. 4**

The following information supplements and/or supersedes the tender documents issued on 10 Mar 2023 and any addenda issued to date. This Addendum forms part of the contract documents and is to be read, interpreted, and coordinated with all other parts. The cost of all contained herein is to be included in the contract sum. The following revisions supersede the information contained in the original drawings and specifications issued for the above-named project to the extent referenced and shall become part thereof.

**1 INFORMATION TO BIDDERS**

- .1 The RFP close date is amended to 20 April 2023 at 14:00:00.
- .2 Question: Addendum 3 – Point 1.2: Will the successful consultant be required to sign a legal document? Can we be provided with a sample document? What happens if the successful consultant is not in agreement with the legal document provided for Velocity Group absolution? Will the town entertain a scope change so that the consultant can attain this information?
  - .1 Response: The successful consultant is not being asked to accept liability for work performed by Velocity. There is no specific legal document currently drafted, and details on such, if any, will be addressed with the successful proponent.
- .3 Question: Main RFP 1.6 indicates physical hard and digital copy submission but 1.7 indicates digital email submission will be considered. Please confirm that only a digital email submission is acceptable (I.e. No physical hard copies must be sent as well)
  - .1 Response: Proposals may be submitted digitally only. A physical copy of the proposal is not required for the proposal to be considered.
- .4 Question: Is a notarized and signed proposal acceptable or must the signature be sealed a corporate seal?
  - .1 Response: If the Proposal is made by a corporation, it must either be executed under seal, or be signed and notarized.
- .5 Question: Addendum No. 2 indicated that questions are to be directed to Arun Thomas. As per Main RFP 1.5 the proposal submission is to be Attn: Jim McCuaig, P. Eng., Director of Engineering & Infrastructure. Can we assume this stays the same as it was not changed



through Addendum. Only where we direct questions. Please clarify.

.1 Response: Proposals are to be addressed to:

The Town of Peace River  
9911 – 100 Street,  
Peace River, Alberta  
T8S 1S4  
Attn: Arun Thomas, EIT., Engineer 1

**END OF ADDENDUM No. 4**