

National Energy  
Board



Office national  
de l'énergie

### ADDENDUM #3

Management Systems Auditor -  
Emergency Management, Pipeline Integrity,  
Environmental Protection, Safety Management and Damage Prevention

**Enquiries:** All enquiries are to be directed to:

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Vendor

TBD

**This notice is to advise potential bidders of Addendum #3 to above mentioned Request for Proposal.**

**This Solicitation Addendum No. 03 is raised to:**

1. Address questions raised by interested bidders submitted to date.

**Question 1**

I see that the Estimated Cost of proposed Contract, including the options, is stated as approximately \$1,425,000.00 CAD (applicable taxes excluded). I assume that this is the budget for the entire audit program. Please confirm.

**Answer 2:**

The estimated cost of \$1,425,000.00 CAD (applicable taxes excluded) is for the entire audit program.

**Question 2**

Further, the NPP suggests that the proposal may be submitted electronically (ie email) to your attention. (I don't believe that this was an option last go round). Please confirm.

**Answer 2:**

Yes, the response to the RFP may be submitted electronically to the attention of the Contracting Authority as stated at page 7 of the RFP document under section 1.1.5 (6).

**Question 3**

This RFP 15-0123 is very similar to RFP 13-0215 in requirements and statement of work, and appears to be largely a continuation of the 2013 RFP, however, the basis of payment in the 2015 RFP (page 45) suggests that the "Contractor shall be paid the firm, all inclusive, per diem rate at Appendix "B", stated herein, to complete all work and services required to be performed in relation to the Contract extensions.

As time to complete auditing, travel, audit report writing, and such is variable, providing a per diem rate may not be all that appropriate for this type of contract work. The hourly rate that I proposed in 2013, was accepted by the NEB and proved to work rather well for the audit that we completed in 2014.

Maybe I am misunderstanding something with the Contract extensions. Please advise/confirm.

I am fine basing a per diem rate on 10 hrs and multiplying that by my hourly rate, and expected number of days to complete the audits, but it would seem more appropriate to simply provide the hourly rate and proposed number of hours to complete the statement of work.

Please confirm approach that I should take on this. The numbers will be the same, but if billing is to be done as a per diem, it may get confusing when we only work 3 hours one day, 6 the next, and 12 the next. Please advise.

**Answer 3:**

The request in the basis of payment is per diem rates for evaluation purposes only. All partial days will be pro-rated on a 7.5 hour day.

**ALL OTHER TERMS AND CONDITIONS OF THE SOLICITATION REMAIN UNCHANGED.**