



Procurement Hub – Ottawa Office,  
Station 9N089B, 9th Floor,  
200 Kent Street,  
Ottawa, Ontario K1A 0E6

March 26, 2020

**ADDENDUM NO. 2**

Subject: **RFP Request for Proposal. FP802-200015**

Title: Placing, Lifting/Removal, Maintaining and the Servicing of Buoys on Lake Winnipegosis –  
Manitoba

Dear Sir/Madam:

Further to the above-mentioned Invitation to Tender, this Addendum no.2 is to advise potential bidders of the following questions & answers:

**Question 2:** Concerning payment structure;

What is the payment item per buoy based on? Does the contractor get one annual payment per year per buoy or is it a payment per visit to buoy to perform installation, Monthly maintenance, location restoration, and removal? If payment is annually per buoy how is the contractor compensated for time spent servicing, repairing, maintaining, and location restoration outside of the monthly visits i.e. storms, high water, etc.?

**Answer 2:** Typically, the payment item per buoy is based on the candidate's time and fuel, etc. spent to service that buoy. Past contractors have simply divided their proposed contract amount total by the number of buoys in the contract to give an equal amount per buoy.

As for payment, typically the contractor will invoice us 3 times, one invoice upon completion of commissioning the buoys at the start of season, one invoice for decommissioning the buoys at end of season and another invoice at end of season for general maintenance of the buoys. Maintenance of buoys outside of monthly checks does not result in extra compensation as these visits are part of the contract.

**Question 3:** Concerning Insurance requirements;

What amount and type of insurance are the minimum's required?

Once the buoys are set and they are at their certified GPS location it is our understanding that the contractor is responsible for buoy maintenance only and DFO/Coastguard will be responsible for all liability related to the buoys during seasonal operation. Is this correct?

**Answer 3:** The contractor will require the vessel used for this contract to be covered with a \$2,000,000 (minimum) third party liability insurance. However at the time of contract tender all that is required is proof from an insurance company that the individual does qualify for this insurance.

Yes it is correct that Coast Guard is responsible for all liability related to the buoys during seasonal operation.



**Question 4:** Concerning Bid Results

The contractor is able to be debriefed within 15 days of close for results. Will this debrief include all the bid results? Also is an interested party able to receive results if they were not able to submit a bid?

**Answer 4:** The debrief will be done by email, if a contractor has submitted a Bid, and will have the winning Bidders name & contract value, and the reason why the contract was not awarded to the Bidder. The Results will be posted on Buy & Sell, for the interested parties that chose not to submit a bid.

**All other terms and conditions remain unchanged.**

Yours truly,

**Stéphane Julien**

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