

TOWNSHIP OF NIPIGON

MEMORANDUM TO BIDDERS – ADDENDUM NO. 1

TO: RFP-2025-14 Bidders

FROM: Public Works Superintendent

SUBJECT: Addendum No. 1 (Clarification)

DATE: November 4, 2025

The Township of Nipigon is issuing this Addendum No. 1 to provide clarification for Watermain, Sewer Main, Stormwater Main Assessment Request for Proposals (RFP).

Prospective proponents have submitted inquiries to which the Township is providing clarification below;

1. Relationship to Roads Needs Assessment

The Township evaluates each RFP independently to ensure a fair and transparent procurement process. While we recognize that there may be potential efficiencies if both the Roads Needs Assessment and the Water, Sewer, and Storm Main Assessments are completed by the same consultant, awarding the Roads Needs Assessment (RFP 2025-13) prior to the closing of the Water/Sewer/Storm Main Assessment (RFP 2025-14) could create an unfair advantage for some proponents. Accordingly, the Township does not intend to award the Roads Needs Assessment until after the Water/Sewer/Storm Main Assessment has closed and all proposals have been fully reviewed. This approach is consistent with the terms outlined in both RFPs, which emphasize fairness, municipal discretion, and independent evaluation of submissions.

2. GIS Data

The Township can provide a copy of the GIS shapefiles used to prepare the mapping contained in the RFP to the successful proponent. It is noted that the data may contain inaccuracies or incomplete attribute information. The successful proponent will be responsible for verifying all data used in the completion of this project.

3. Inspection Methodology

The Township does not have a prescribed inspection method. Proponents are expected to recommend the most appropriate assessment methodology for each system type, considering feasibility, cost, and accuracy. It is understood that CCTV inspection is standard for gravity sewers and storm systems but not typically feasible for watermains or force mains. For these, alternate non-intrusive methods or desktop evaluations may be proposed where suitable.

4. Preferred Methodology

No single assessment method is preferred. The Township encourages proponents to outline their recommended approach and explain why the proposed methodology is

appropriate for Nipigon's system scale, available data, and intended outcomes of the assessment. The evaluation team will review methodologies based on practicality, completeness, and value.

5. **System Flushing and Cleaning**

Flushing and cleaning of the storm and sanitary networks are completed on an as-needed basis when operational issues arise, blockages are reported, or maintenance is scheduled in conjunction with other works. Routine annual system-wide flushing is only performed on hydrants/watermains.

6. **Maintenance and Repair Records**

Available information regarding maintenance logs and repair records, including watermain breaks and sewer service calls, can be made available to the successful proponent following project award to support verification and analysis.

7. **Mapping of Assets as Deliverable**

Section 6 of the RFP notes that proponents may include, as a separate cost item, the delivery of asset data in an ESRI-compatible shapefile format. While not mandatory, the Township prefers to receive updated GIS-compatible mapping that includes asset locations, dimensions, material, condition rating, and other relevant attributes where feasible.

8. **CCTV Records**

The Township does not have a comprehensive record of CCTV inspections for the water, sewer, or stormwater mains. Any existing CCTV footage that may be available will be shared with the successful proponent to the extent possible. Proponents should plan to verify all data independently as part of their proposed approach.

9. **Excavation Requirements**

The Township is not requiring proponents to perform excavation to expose piping. Photos and visual evidence can include any accessible or exposed infrastructure, appurtenances, or previously collected inspection data.

10. **Hydraulic Models**

The Township does not currently have hydraulic models of the water, sewer, or stormwater networks. Proponents should not assume that such models will be provided, and the proposed approach should be based on field inspections and inventory assessments.

11. **Fee Submission**

Fees should be included in your proposal as part of the pricing section. There is no requirement to submit fees in a separate envelope.

12. **CCTV Inspection Requirements and Expectations**

a. CCTV inspection is **anticipated** for all watermains, sanitary and stormwater mains, consistent with industry practice, to the extent that access and flow conditions permit. CCTV inspections are **not mandatory** where access or flow conditions prevent safe or practical inspection. Proponents should outline their proposed inspection coverage and identify any anticipated limitations.

b. CCTV inspection costs should be **included in the base proposal** for watermains, sanitary and storm mains. If proponents wish to propose alternative methods or additional inspection work (e.g., partial or supplementary inspections), these may be listed as **optional pricing components**.

c. Should significant flushing or sediment removal be required to facilitate CCTV

inspections beyond typical preparation, this will be reviewed with the Township and may be addressed as a **change in scope** subject to prior approval.

13. Submission Deadline

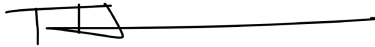
The Submission Deadline has been extended to 12:00p.m. local time, Wednesday November 12, 2025.

Proponents are reminded that it is their responsibility to verify all site conditions and information relevant to the preparation of their submission.

All other terms and conditions of the RFP remain unchanged.

Thank you for your interest and participation in RFP-2025-14 Watermain, Sewer Main, Stormwater Main Assessment. If you have any questions or require further clarification, please reach out to the undersigned.

Yours very truly,

A handwritten signature in black ink, appearing to be 'TH', followed by a horizontal line.

Taylor Haskell, C. Tech
Public Works Superintendent
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Township of Nipigon