



Attention: ALL BIDDERS

Date: July 18, 2019

Re: Design, Finance, Build, Operation and Maintenance of a Multi-Level Parking Garage

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ADDENDUM #2

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**Amendment to Bidding Documents**

This Addendum is issued to modify, explain or clarify the original Standard Bidding Document which was issued and is hereby made part of the Bidding Document.

You are hereby advised of the following clarity/changes to the Bidding Document:

**Collaborative Meetings**

The main purpose of the collaborative meetings is to provide a process that will assist the Bidder to develop optimal solutions for the Project while minimizing the risk that a Bidder's solution is unresponsive to UDC's requirements. In broad terms, the meetings will allow for discussions with the Bidder on the technical and operating specifications, contract terms, the payment mechanism and other aspects of the proposal requirements and contractual documentation. UDC will make available certain of its personnel, consultants and advisors (UDC representatives) to participate in collaborative meetings with the Bidders. UDC expects the collaborative meetings to be guided by the following conditions:

- i. [At least 5 Business Days] in advance of each Collaborative Meeting, each Bidder should provide UDC with a proposed meeting agenda, a list of prioritized issues it would like to discuss, and any materials relevant to such issues. UDC may provide Bidders with comments on the agenda;
- ii. UDC will consider all comments and requested clarifications or amendments received from the Bidders in the collaborative meetings and may respond to some or all of the comments received. This will include incorporating any necessary amendments to the Initial Draft Joint Venture Agreement as the UDC may determine in its discretion.
- iii. UDC will document as far as possible and submit all questions in writing with answers to each bidder within 5 working days after the collaborative meeting(s).
- iv. At the collaborative meeting, a Bidder may have such officers, directors, employees, consultants and agents of the Bidder and the Bidder team members present as the Bidder considers reasonably necessary for effective communication with the UDC and to fulfill the objectives of the collaborative meeting provided that the UDC may, in its discretion, limit the number of participants at any one meeting. Participation in collaborative meetings is in person only, unless otherwise permitted at the discretion of the UDC;
- v. UDC will determine which UDC representatives will be present at any collaborative meeting;

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- vi. To facilitate free and open discussion at the Collaborative Meetings, Bidders should note that any comments provided by or on behalf of the UDC during any collaborative meeting, including in respect of any particular matter raised by a Bidder or which is included in any documents or information provided by a Bidder prior to or during the collaborative meeting, and any positive or negative views, encouragement or endorsements expressed by or on behalf of the UDC during the collaborative meetings to anything said or provided by Bidders, will not in any way bind the UDC and will not be deemed or considered to be an indication of a preference by the UDC even if adopted by the Bidder;
- vii. If, for the purposes of the preparation of its Proposal, a Bidder wishes to be able to rely on any information or clarification given by a UDC Representative at a collaborative meeting, or arising out of a collaborative meeting, that is not included in this RFP then:
  - a. the Bidder may submit an Enquiry requesting the issuance of an Addendum to amend this RFP so as to include such information; and
  - b. as provided no written or oral communication by a UDC Representative as part of the collaborative meetings will amend this RFP or may be relied upon by a Bidder unless included in this RFP by way of written Addendum;
- viii. By participating in the collaborative meeting, a Bidder confirms its agreement with these procedures and acknowledges that the meetings are an integral part of the Process as described in this RFP and are in the interests of all parties.

Yours sincerely,

**URBAN-DEVELOPMENT CORPORATION**



Hervin Rowe

**Director, Strategic Sourcing & Procurement Department**

Kindly acknowledge receipt of this Addendum by signing in the space provided at the bottom of the page and return to tenders@udcja.com or by letter to the address below:

**Director, Strategic Sourcing and Procurement  
Urban Development Corporation  
7<sup>th</sup> Floor, 12 Ocean Boulevard  
Kingston Mall**

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**Name of Contractor:**

**Name of Signee:**

**Authorized Signature:**

**Date:**