



**ADDENDUM TO REQUEST FOR PROPOSAL
FOR GOVERNANCE REVIEW
RFP NO # 2022-AF-03
TOWN OF FORT FRANCES**

ADDENDUM # 1

The Corporation of the Town of Fort Frances hereby amends the Request for Proposal 2022-AF-03 for a Governance Review in accordance with the Request for Proposal and the Procurement Policy 1.12. This Addendum hereby forms part of the RFP 2022-AF-03. The Purpose of this Addendum is to

1. Provide responses to questions received

Question 1	Will the CAO be the primary project contact or will a Council-Staff committee be formed for this purpose?
Answer 1	The Office of the Clerk will lead this project. We are looking for recommendations on how best to move forward with the project and welcome proposals on creations of committees.
Question 2	Do you have a budget and/or upset limit attached to the project?
Answer 2	The budget for this project is \$65,000
Question 3	Does your budget and/or upset limit include travel/project expenses or will these be separate, billable items?
Answer 3	The budget set includes the full scope of the project including travel or

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	other project related expenses
Question 4	Are there recent community engagement initiatives (surveys, reports) that asked about Council or Staff effectiveness?
Answer 4	No
Question 5	Has the Town conducted an organizational review in the past?
Answer 5	No
Question 6	The RFP does not stipulate a total budget. Is there an estimated budget for the review, or range of total allowable costs?
Answer 6	The budget for this project is \$65,000