

**Addendum No. 1**



**Acheson Zones 1 & 2 Wastewater Rehabilitation Cured in Place Pipe  
Request for Quotations (RFQ) No. Q201118EN**

**Amendment**

- 1. Exhibit A was inadvertently missed in the original posting of the RFQ.**

Exhibit A is attached as one electronic PDF document along with this Addendum.

**\*\*\*\* Acknowledgement of this Addendum is required in the submission \*\*\*\***

## EXHIBIT A

### REPORTING REQUIREMENTS

In addition to the Contract and Prime Contractor reporting requirements, Contractor shall be responsible to comply with the following requirements with respect to any safety and environmental incident(s):

- Class A Incidents (refer to ANNEX 1 for Incident Classification): In case of a Class A Incident, Contractor shall perform the following tasks:
  - a) Immediate voice notification to County Representative followed by an incident “Flash Report<sup>1</sup>” completed within 2 hours of incident occurrence.
  - b) Submit a detailed “Incident Investigation Report including Corrective Measures” completed within 3 days of incident
  - c) Participate (face- to face) in a “Lessons Learned Meeting<sup>2</sup>” as required by the County.
- Class B Incident (refer to ANNEX 1 for Incident Classification): In case of a Class B Incident, Contractor shall perform the following tasks:
  - a) Voice notification to County Representative followed by an incident “Flash Report<sup>1</sup>” completed within 4 hours of incident occurrence.
  - b) Submit a detailed “Incident Investigation Report including Corrective Measures” completed within 5 days of incident
- Class C Incident (refer to ANNEX 1 for Incident Classification): In case of a Class C Incident, Contractor shall perform the following tasks:
  - a) Incident “Flash Report<sup>1</sup>” completed within 6 hours of incident occurrence.
  - b) Submit a detailed “Incident Investigation Report including Corrective Measures” completed within 5 days of incident

<sup>1</sup> A Flash Report is a notification email sent by the Contractor to County Representative providing relevant details of the incident (i.e. description of incident, location, people involved, original outcome, current status, and next steps) and any treatment afterwards.

<sup>2</sup> The purpose of the lessons learned meeting are meant to be a discovery process to ensure that all that could have been done to mitigate the initial risk to the worker was followed and what can be done in the future to ensure that does not occur.

### ANNEX 1 - INCIDENT CLASSIFICATION

Type of Incident	Classification - Class A (High)
Serious incident	As defined by Section 18 of AB OHS Act
Medical Aid	Includes medical and other services provided by a person licensed to practice the healing arts in Alberta, and nursing, hospitalization and x-ray treatment. <i>[AB WCB Act Section 1(1p)]</i>
Severe Near Miss	An unsafe conditions or unsafe acts with the potential for permanent disability, loss of life or body part, and/or extensive loss of structure, equipment, material or environmental damage
Property damage	Damage to equipment, vehicle or building which results in ≥\$26 K of damage
Vehicle	Any charge laid by provincial/federal law enforcement which results in a court appearance EG. Reckless driving/excessive speeding charges greater than 50Km /hr. Any charges in regards to heavy vehicle usage registered under provincial carrier agreement. Any vehicle accident that involves a 3 <sup>rd</sup> party claimant
Environmental	A breach in environmental consents/authorizations – requiring a report to the appropriate environment agency. Incidents resulting in significant public or media concerns and/or permanent environmental damage
Type of Incident	Classification - Class B (moderate)
First Aid	Means the immediate and temporary care given to an injured or ill person at work site using available equipment, supplies, facilities or services, including treatment to sustain life, to prevent a condition from becoming worse or to promote recovery. <i>[AB OHS Code Part 1 definitions]</i>
Moderate Near Miss	Unsafe conditions or unsafe acts with the potential for serious injury or property damage that is disruptive to production, process, or environmental damage but less severe than Class A hazards
Property damage	Damage to equipment, vehicle or building which results in \$5k-\$25-K of damage
Vehicle	Any charge laid by provincial/federal law enforcement due to speeding in construction zone/school zone/distracted driving etc.
Environmental	Incident causing a release of material greater than 25L which is contained within the site boundary, or having only limited effect in the environment
Type of Incident	Classification - Class C (low)
Near Miss	Unsafe conditions or unsafe acts with minor injury, occupational illness, non-disruptive property or environmental damage, but less severe than class 'B' hazard.
Property damage	Damage to equipment, vehicle or building which results in less than \$5k of damage
Environmental	Incident causing a release of material <25L which is contained within the site boundary or having only limited effect in the environment