



**Request for Proposals
#2026-17 – District Wide Outreach**

Addendum No. 1

Issued on **20-March-2026**

NOTICE TO ALL POTENTIAL RESPONDENTS

The Request for Proposal 2026-17 – District Wide Outreach (the “RFP”) is modified as set forth in this Addendum by the District of Nipissing Social Services Administration Board (DNSSAB).

The original RFP documents and any previously issued addenda remain in full force and effect, except as modified by this Addendum, which is hereby made part of the RFP.

Respondents shall take this Addendum into consideration when preparing and submitting its Submission.

Question #1:

May a Proponent submit a response if they do not meet minimum requirements as outlined in the RFP and Mandatory Requirements Form #2?

Response

Yes, DNSSAB will accept, and consider Proposals from Proponents who do not meet the minimum requirements, under the following conditions:

- Minimum Requirements are in place and met by the anticipated Service Delivery launch date of 01-May-2026.
- Proponents clearly articulate in their response, a detailed action plan to meet said requirements between submission and 01-May-2026.

Amendment to RFP

Please see amendment below to the original solicitation document for Request for Proposals #2026-17, with deletions marked by a strikethrough and additions noted in bold text:

The following information is **added** to **Section 2.5**:

2.5 Specific Requirements

Organizations submitting proposals must, at minimum, meet the following eligibility criteria to be approved for funding:

- A Coordinated Access Nipissing (CAN) Community Partner Agency, **or willingness/ability to become a CAN Community Partner prior to 01-May-2026.**
- Have a physical location(s) within the geographical limits of Nipissing District.

- Actively using and participating in the homeless management information system HIFIS, **or willingness/ability to participate in HIFIS prior to 01-May-2026.**
- Signatory to the CAN / HIFIS Data Sharing Agreement (DSA) currently, **or willingness/ability to sign the DSA prior to 01-May-2026.**
- Have proven demonstratable experience in managing funding requirements and reporting.
- Have proven demonstratable experience in complying with all applicable legislation, directives and regulations pertaining to provision of social services for vulnerable populations.
- Ability to quickly ramp up a program/project.

The following information is **added to Mandatory Requirements – Form 2 – Required Confirmation:**

MANDATORY REQUIREMENTS – FORM 2 – REQUIRED CONFIRMATION

Please ensure to answer all questions below as either a Yes or No based on your Submission and Company. Please note that if any question has an answer of *No*, your Submission may be disqualified at DNSSAB’s sole discretion. **If your answer is *No*, please clearly articulate in your response your plan and ability to meet the requirement prior to 01-May-2026 for consideration.**

YES	NO	I / WE can confirm that:
<input type="checkbox"/>	<input type="checkbox"/>	I/WE have submitted a copy of a current Business License (or similar municipal/provincial permits) or Letters of Incorporation.
<input type="checkbox"/>	<input type="checkbox"/>	I/WE will submit verification of Commercial General Liability Insurance coverage of at least \$2,000,000.00 per occurrence.
<input type="checkbox"/>	<input type="checkbox"/>	I/WE will submit a copy of a current certificate from Workplace & Safety Insurance Board (WSIB).
<input type="checkbox"/>	<input type="checkbox"/>	I/WE are able to provide District-Wide Outreach Services within the entire District of Nipissing.
<input type="checkbox"/>	<input type="checkbox"/>	I/WE are currently using HIFIS (as identified in RFP).
<input type="checkbox"/>	<input type="checkbox"/>	Our organization is local to the District of Nipissing.
<input type="checkbox"/>	<input type="checkbox"/>	Our organization is a Coordinated Access Nipissing (CAN) Community Partner Agency
<input type="checkbox"/>	<input type="checkbox"/>	Have proven demonstratable experience in ramping up services and managing funding requirements and reporting.
<input type="checkbox"/>	<input type="checkbox"/>	Have proven demonstratable experience in complying with all applicable legislation, directives and regulations pertaining to provision of social services for vulnerable populations.

Proponents please note, the Response Template (MS Word) on <https://www.dnssab.ca/about-us/procurement/> has also been updated to reflect the updates above.

End of Addendum No.2