



SUNSHINE COAST REGIONAL DISTRICT

ADDENDUM NO.1

Request for Proposal No. 18 354

Maintenance & Minor Repairs for Regional District Ports

Date: November 1, 2018

This addendum forms part of the contract documents and shall be read, interpreted, and coordinated with all other parts. The costs of all work contained herein shall be included in the tender submission. The following revisions, clarifications, changes, additions, or deletions supersede the information contained in the original documents to the extent referenced and shall become part thereof:

Number of pages including attachments: 1

Item No.1: Site Meeting (page 1) & Section 2 item 2.15 (page 14)

The mandatory site meeting has been **changed from** October 26, 2018 at 8:30 am local time **to** an optional site meeting on November 7, 2018 at 8:30 am.

If interested in attending the site meeting, please email Vanessa Schilling at purchasing@scrd.ca to RVSP.

Proponents should **RSVP attendance by November 6, 2018 at 12:00 pm**. The site meeting will be cancelled if no RSVPs are received, if you miss the RSVP deadline Proponents can contact the purchasing department to confirm if the site meeting is happening and request an available seat.

Item No.2: Closing Date (page 1)

Closing date and time **changed from** “November 9, 2018 at 3:00 pm local time” **to** “November 26, 2018 at 3:00 pm local time.”

Item No.3: Section Two: Project Scope and Specifications, Section 2.4 item d) (page 13)

Remove the following: “Safety and emergency repairs are considered high priority and must be responded within 48 hours of the request.” and

Replace with: “Safety and emergency repairs are considered high priority. Contractors should visit the as soon as possible to barricade and/or safeguard the site (if applicable and as determined in consultation with the Regional District), formulize a repair plan with a timeframe and communicate it with the Regional District within 24 hours of being notified by either the Regional District or the identification of the repair. For minor repairs requirements the repairs should be completed within 72 hours.

Item No.4: Section Two: Project Scope and Specifications Section 2.4 item F) (page 13) – New Item.

f) Electrical services may be required as part of the thrice-yearly maintenance services as well as on an as-needed basis. Electrical maintenance services include but are not limited to: light bulb/ballast replacement, electrical failures, minor electrical upgrades, wiring, connection and disconnection of services and other related duties.

Item No.5: Section Two: Project Scope and Specifications (page 14) (page 15) – New Item.

Item 2.15 Materials and Supplies

The Contractor is to include all materials and supplies to complete the services. The materials must meet any environmental standards, regulations and must meet the requirements of the standard preservative treatment standards (if applicable) for this type of work.

The current facilities are primarily constructed with treated wood:

- a) Creosote: Pilings, cross braces, stringers
- b) ACZA: Decking; rub, tie and bull rails
- c) CCA: railings and some decking.

The Regional District will communicate with the Contractor to confirm the necessary treatment specification for both immediate (short-term) and permanent installation.

Item No.6: Section Three: Submission Requirements (page 14) – New Item.

13. Service Standard Response Time: Proponents are to provide details in regards to the service level response times for typical repairs and emergency repairs. The schedule should include the following details as a minimum:

- a) Typical response time to secure site;
- b) Typical time for minor repair plan following site visit; and
- c) Typical time for major repair plan following site visit.

Addendum No.1 is issued prior to receipt of submission and shall form part of the contract documents. The revisions shall clarify the information contained in the original Proposal documents issued on October 11, 2018.

If you have any questions regarding the above, please contact the undersigned.

Vanessa Schilling, Buyer
Sunshine Coast Regional District