



City of Richmond

September 12, 2011
File: 02-0775-50-4223/Vol 01

**Business and Financial Services
Department
Finance Division**
Telephone: 604-276-4218
Fax: 604-276-4162

Attention: To All Proponents

Dear Sir/Madame:

Re: Request for Quotation 4233Q On-Call Elevator Contractor - Addendum Three

This Addendum includes items of clarification, forms part of the Contract Documents and shall be read, interpreted and coordinated with all other parts. Please review and consider the following information in the preparation of your quotation:

1. Please delete the following:

2.0 Contract Term

The duration of the contract shall be for one (1) year and may be renewed for an additional four (4) one-year periods, to a maximum of five (5) years, upon mutual consent of both parties. Notwithstanding the foregoing the City may cancel the contract at any time. The contract schedule is as follows:

And replace with:

2.0 Contract Term

The duration of the contract shall be for three (3) years and may be renewed for two (2) one (1) year periods, to a maximum of five (5) years, upon mutual consent of both parties. Notwithstanding the foregoing the City may cancel the contract at any time.

Proponents must sign and include this Addendum with their submission.

Signature, Name and Title

Yours truly,

Sumita Dosanjh
Buyer II - Contracting Specialist