



# City of Richmond

March 29, 2012

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

**Attention: To All Proponents**

Dear Sirs:

**Re: Request for Quotation 4642Q Supply & Delivery of Recycling Bins for the City of Richmond - Addendum One**

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:

A. Clarifications:

The City has received a number of questions regarding the specifications, alternate solutions and advertising.

1. The City recently undertook a pilot public spaces recycling program and the acquisition of these containers is one component of the strategy to implement public spaces recycling on a broader scale in City facilities. Containers of a design and style similar to the triad units shown in the staff report on this issue are what are being sought at this time. The staff report can be viewed via the following url:  
[http://www.richmond.ca/\\_shared/assets/PublicRecycling\\_PWT\\_02221232307.pdf](http://www.richmond.ca/_shared/assets/PublicRecycling_PWT_02221232307.pdf).

Bins with modular configuration capability (due to space limitations) of a design similar to the triad containers will be considered.

2. Advertising is not being considered as part of this request for quotations. The City will approve the language and any graphics which appear on the container, where possible. The City will provide and install additional educational signage on the front and/or sides of the containers.
3. Alternatives will be considered, with aesthetics and functionality being key considerations.

Proponents must sign and include this Addendum with their submission.

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**Signature, Name and Title**

Yours truly,

Sumita Dosanjh, SCMP  
*Buyer II - Contracting Specialist*