



# City of Richmond

November 26, 2012  
File: 02-0775-50-4700/Vol 01

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

**Attention: To All Bidders**

Dear Sir/Madame:

**Re: Contract 4700Q – Supply and Delivery of One (1) Excavator – 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 Quotations:

**I. Clarification on Closing Time**

Bidders are advised that the Closing Date for Quotations is Thursday December 6<sup>th</sup>, 2012 at 3:00pm, local time.

Yours truly,

A handwritten signature in black ink, appearing to be "Kerry Lynne Gillis".

Kerry Lynne Gillis  
*Buyer 2*

KG:kg

pc: Chris Mckenzie Cook, Supervisor 4 - Public Works  
Jennifer Kube, Systems & Project Coordinator