



City of Richmond

September 17, 2012
File: 02-0775-50-4736/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 4736Q – Supply and Installation of a Solar Wall at South Arm Community Centre – 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 to Bidders Site Meeting:

Bidders are advised that the site meeting is scheduled for **Thursday** September 20th at South Arm Community Centre. All other details concerning this meeting remain the same.

II. Access to Documents on the FTP Site:

1. Go to <ftp.richmond.ca>
User name: mproject
Password: [6911no3]
Folder: SACC Solar Wall Project
2. Go to "Page" then click on "Open FTP Site in Windows Explorer" and the folder indicated in the RFQ document will be shown.

Yours truly,

Kerry Lynne Gillis
Buyer 2

KG:kg

pc: Martin Younis, Project Coordinator