



Business & Financial Services Department
Telephone: 604-276-4097
Fax: 604-276-4162

March 10, 2010
File:

Dear Sir/ Madame,

Re: Addendum #1 3868 Job Order Contract

The following change is hereby made a part of the Tender Documents as fully and wholly as if the same were fully set for the therein:

1. Please delete Pages 10 through 12 (Tender Form) and replace with the following:

Tender Form

Re: Contract T.3868
Request for Tender

Manager - Purchasing
City of Richmond
6911 No. 3 Road
Richmond, B.C. V6Y 2C1

1. I/We, the undersigned:
 - 1.1 have carefully read and examined all of the Contract Documents, including the City of Richmond Supplemental Conditions, Construction Task Catalog®, Task Specifications, and Addenda # _____ (list);
 - 1.2 have carefully examined all conditions of the Contract;
 - 1.3 have complied with the Instructions to Bidders; and
2. Accordingly, I/we hereby offer:
 - 2.1 to perform and complete the all of the Work and provide all necessary labour, plant, equipment, tools and materials, as set forth and in strict accordance with the Contract Documents, and on the terms set out in the Contract Documents;
 - 2.2 for the following Adjustment Factors (the “**Tender Price**”):
 - .1 Normal Working Hours 7:00 am to 5:00 pm Monday to Friday:

(Specify to four (4) decimal places)
 - .2 Other Than Normal Working Hours 5:00 pm to 7:00 am Monday to Friday, and all day Saturday, Sunday and Holidays:

(Specify to four (4) decimal places)
 - .3 Non-Prepriced Factor (must be between 1.0000 and 1.2500):

(Specify to four (4) decimal places)

2.3 With and Award Criteria Figure based on the formula below of:

(Specify to four (4) decimal places)

Award Criteria Figure Formula

Award Criteria Figure Formula percentages are for Tender purposes only. The City is not obligated to issue Job Orders in the stated percentages. Carry out all Lines to the 4th decimal place.

Line 1.	Normal Working Hours Adjustment Factor	1.
Line 2.	Multiply Line 1 by 80%	2.
Line 3.	Other than Normal Working Hours Adjustment Factor	3.
Line 4.	Multiply Line 3 by 15%	4.
Line 5.	Non-Prepriced Factor	5.
Line 6.	Multiply Line 5 by 5%	6.
Line 7.		
	Add Lines 2, 4 & 6	ACF =
	(This is the Award Criteria Figure)	

3. I/We confirm that the Tender Price includes all applicable duties, taxes (excluding Goods and Services Taxes and Provincial Sales Taxes), and handling charges incidental to the Work.
4. I/We confirm that the following appendices are attached to and form part of this tender:
 - (a) Appendix A: Undertaking Of Liability Insurance;
 - (b) Appendix B: Contractor Qualification Statement.
5. I/We confirm that this tender will be open for acceptance for a period of ninety (90) calendar days from the day the day following the Closing Date. If within this period the City delivers a written notice by which the City accepts my/our tender ("Notice of Award") and a purchase order for the goods and/or services specified in my/our Tender ("Purchase Order"), then such offer and acceptance will create a Contract as described

in the Contract Documents and I/we will, within fifteen (15) days of receipt of the Notice of Award and Purchase Order, deliver to the City certified copies of all insurance policies and certificates required and specified in the Contract Documents.

I/We agree that, if we receive a Notice of Award and Purchase Order, and fail to deliver the insurance policies and certificates as required by paragraph 5 of this 11

Bidder:

Full legal name of Corporation, Partnership or Individual

Authorized Signatory

Name of Bidder: _____

Address: _____

City: _____

Province: _____ Postal Code: _____

Telephone No: _____ Fax No.: _____

E-mail: _____

Contact Person: _____

Title: _____

2. Delete the following (Section 4 Agreement):

4. Contract Sum

The *Contract* is an indefinite-quantity *Contract* for construction *Work* and services with a *Minimum Contract Value* of \$50,000.00. The City shall issue *Job Orders* totalling at least \$50,000.00 during the first term of the *Contract*.

The *Estimated Cumulative Annual Value* that may be ordered under this *Contract* is \$2,000,000 to 3,500,000. At the discretion of the City the *Estimated Cumulative Annual Value* of this *Contract* may be increased.

The *Contractor* shall perform all *Work* required, necessary, proper for or incidental to completing the *Detailed Scope of Work* called for in each individual *Job Order* issued pursuant to this *Contract* for the unit prices set forth in the *Construction Task Catalog*[®] (CTC) and the following *Adjustment Factors* which are exclusive of Goods and Services Taxes and Provincial Sales Taxes:

.1 Normal Working Hours 7:00 am to 5:00 pm Monday to Friday:

_____.
(Specify to four (4) decimal places)

.2 Other Than Normal Working Hours 4:00 pm to 7:00 am Monday to Friday, and all day Saturday, Sunday and Holidays:

_____.
(Specify to four (4) decimal places)

These amounts shall be subject to adjustments as provided in the *Contract Documents*.

All amounts are in Canadian funds.

And replace with:

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(Specify to four (4) decimal places)

.3 Non-Prepriced Factor:

(Specify to four (4) decimal places)

These amounts shall be subject to adjustments as provided in the *Contract Documents*.

All amounts are in Canadian funds.

Yours truly,



S Dosanjh
Buyer II - Contracting Specialist
City of Richmond