



City of Richmond

March 7, 2012
File: 02-0775-50-4623/Vol 01

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

Attention: To All Tenderers

Dear Sir/Madame:

Re: Contract T.4650 – Minoru Arena Refrigeration Upgrade – 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 Tenders:

I. Site Visit:

A site visit of the Work Site at the Minoru Arena will be hosted by the City. This site visit is not mandatory; however, Tenderers are encouraged to attend this site visit as no others will be hosted for this Request for Tender process.

Date:	Tuesday March 13, 2012.
Time:	10:00 am, local time.
Location:	Lobby of Minoru Arena 7551 Minoru Gate, Richmond BC.
Number of Attendees:	No more than two attendees per Tenderer are advised to attend this site visit.

Yours truly,

Kerry Lynne Gillis
Buyer 2

KG:kg

pc: Peter Jansen, Maintenance Planner, Project
Development and Facilities Management