

ADDENDUM

Addendum No. 002

Proposal: Cleaning Requirements for Various City Facilities - Two (2) Year Agreement

Item No: #L-42/19 City File #189/19

Date: December 10, 2019

A. GENERAL

1. This Addendum is issued prior to Proposal closing to provide for certain revisions as noted herein.
2. All such revisions will become part of the Work and the effects shall be included in the Total Bid Price.
3. All Work shall be performed in accordance with the Proposal Documents.
4. Bidders shall acknowledge receipt of this Addendum in the space provided on the Bid Form.
5. The closing date for this Proposal **is still** Friday, December 13, 2019 at 5:00:00 p.m. local Brandon time.
6. **In the event you have already submitted a Bid and this Addendum caused you to change it, the Bid can either be returned or destroyed. Advise in writing how you would like this handled.**

B. PROPOSAL DOCUMENTS

1. Refer to Schedule A – A.R. McDiarmid Complex – Add the item indicated below in the indicated table:

Floors

Location	Remove Spots & stains	Sweep With Broom & or dry mop	Damp mop	Clean & polish	Hand wash with cleaner	Machine wash with cleaner & refinish	Mobile carpet cleaner Deep steam clean	Vacuum	Disinfect with approved cleaner	Strip, Wax & Polish or Refinish
Basement hallway tile floor		M	M			SA		D		SA

2. Refer to Schedule A – A.R. McDiarmid Complex – Revise the item indicated below in the Glass & Fixtures table to read:

Glass & Fixtures

Location	Remove spots & stains	Clean & polish	Dust	Clean & disinfect with approved cleaner
Windows – Office	AR	SA		

3. Refer to Schedule A – Civic Administration Building – Revise the following items to the indicated table to read:

Floors

Location	Remove Spots & Stains	Sweep with Broom &/or Dry Mop	Strip, Wax & Polish or Refinish	Hand or Machine Wash with Cleaner	Mobile Carpet Cleaner	Vacuum	Disinfect
Quarry Tile*	AR	D	SA	D			
Vinyl tile floor	AR	D	SA	D			
Washroom floor	AR	D	SA	D			D

*Machine scrub and refinish quarry tile area using sealer recommended for quarry tile. Do not apply wax on any quarry tile. (NOTE: All quarry tile shall be stripped **twice** a year and a new coat of sealer shall be applied to the quarry tile using “Plaza” sealer manufactured by S C Johnson Professional Products. Quarry tile must be stripped and resealed 1 month prior to expiry date of this contract.)

C. CLARIFICATIONS

1. Refer to Schedule A – Civic Administration Building:
 1. Proponents are advised a scissor lift can be used in the main foyer of City Hall for interior window cleaning provided the lift's tires do not damage the quarry tile.

END OF DOCUMENT