



677-2007 ADDENDUM 1

PROVISION OF BUILDING CLEANING SERVICES AT VARIOUS CITY OF WINNIPEG FACILITIES

URGENT

PLEASE FORWARD THIS DOCUMENT TO WHOEVER IS IN POSSESSION OF THE BID OPPORTUNITY

ISSUED: October 1, 2007
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THIS ADDENDUM SHALL BE INCORPORATED INTO THE BID OPPORTUNITY AND SHALL FORM A PART OF THE CONTRACT DOCUMENTS

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Please note the following and attached changes, corrections, additions, deletions, information and/or instructions in connection with the Bid Opportunity, and be governed accordingly. Failure to acknowledge receipt of this Addendum in Paragraph 8 of Form A: Bid may render your Bid non-responsive.

PART B – BIDDING PROCEDURES

Revise B9.1 to read:

- B9.1 The Bidders shall state a price in Canadian funds for each item **for each Section** of the Work, for each year, identified on Form B: Prices as follows:
 - B9.1.1 The Bidders shall state the monthly price of labour required to provide building cleaning services in accordance with Part E – Specifications, in the Unit Price column of Form B: Prices.
 - B9.1.2 The Bidder shall state the monthly price of materials required to provide building cleaning services, in accordance with Part E – Specifications, in the Unit Price column of Form B: Prices.
 - B9.1.3 The Bidders shall state the minimum number of person hours per month that they will require to provide building cleaning services, in accordance with Part E – Specifications, on Form B: Prices.

Revise B9.7 to read:

- B9.7 Further to B14.1(c), the **Bid Price** shall be the sum of the quantities multiplied by the unit prices for each Section, each Item, and for each Year shown on Form B: Prices.
 - B9.7.1 The payroll costs shall be calculated as follows:
 - (a) Canadian Pension Plan – 4.95%;
 - (b) Employment Insurance – 1.4 (constant) x 1.8% = 2.52%;
 - (c) WCB – 1.67% (averaged cost for Janitorial firms);
 - (d) The total payroll costs that are legally required are determined to be 9.14%.
 - B9.7.2 The person hours per month shown on Form B: Prices shall be evaluated considering the unit price per month and the person hours stated.

Revise B14.1(c) to read:

- B14.1(c) Bid Price;

Revise B14.4 to read:

B14.4 Further to B14.1(c), the **Bid Price** shall be the sum of the quantities multiplied by the unit prices for each Section, each item, and for each year shown on Form B: Prices.

B14.4.1 The payroll costs will be calculated as follows:

- (i) Canadian Pension Plan – 4.95%;
- (ii) Employment Insurance – 1.4 (constant) X 1.8% = 2.52%;
- (iii) W.C.B. – 1.67% (averaged cost for Janitorial firms);
- (iv) The total payroll costs that are legally required are determined to be 9.14%.

B14.4.2 The person hours per month shown on Form B: Prices shall be evaluated considering the unit price per month and the person hours stated.

Replace B14.5 with the following:

B14.5 This Contract may be awarded as a whole (Alternative 1) or separately in Sections (Alternative 2): Section A (A1 and A2); Section B (B1, B2, B3 and B4); Section C (C1, C2 and C3); Section D (D1, D2 and D3), as identified on Form B: Prices.

B14.5.1 Notwithstanding B9.1, the Bidder may, but is not required to, bid on both alternatives, or on any one or more sections in Alternative 2.

B14.5.2 Notwithstanding B15.3, The City shall not be obligated to award any section to the responsible Bidder submitting the lowest evaluated responsive Bid for that section and shall have the right to choose the alternative which is in its best interests. If the Bidder has not bid on both alternatives or on all sections in Alternative 2, he shall have no claim against the City if his partial Bid is rejected in favour of an award of the Contract on the basis of an alternative or section upon which he has not bid.

PART D – SUPPLEMENTAL CONDITIONS

Add D2.5 to read:

D2.5 Further to D2.2 (b) and D2.2 (c), the type and quantity of Work to be performed under this Contract shall be as authorized from time to time by the Contract Administrator.