



## 288-2021 ADDENDUM 2

### PROVISION OF STAFFING AND MANAGEMENT OF PARKADE AND EVENTS

#### **URGENT**

**PLEASE FORWARD THIS DOCUMENT TO WHOEVER IS IN POSSESSION OF THE BID/PROPOSAL**

ISSUED: August 20, 2021  
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**THIS ADDENDUM SHALL BE INCORPORATED INTO THE BID/PROPOSAL 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/Proposal, and be governed accordingly. Failure to acknowledge receipt of this Addendum in Paragraph 10 of Form A: Bid/Proposal may render your Bid/Proposal non-responsive.**

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#### **APPENDICES**

Add: Appendix A

#### **QUESTIONS AND ANSWERS**

Q1: Can we get a list of current cleaning duties by shift?

A1: See Appendix A for a full list of duties.

Q2: D6.1 – Reading this verbatim implies a Supervisor is required on site when staff are onsite (non-events), however I do not believe that is the intent, please clarify.

A2: A supervisor is not required to be on site. A supervisor is to be available at all times by phone or email.

Q3: D12.1 – What would constitute “failing to achieve the Work” – missed shift?

A3: Failing to achieve the work would simply mean either no booth attendant was on site for a shift or a number of shifts or that they had not completed ANY of their required daily duties. The same would apply to the cleaner; either they were not on site or failed to do ANY cleaning that day. This would also apply to the monthly PMP and any maintenance on the current PARCS equipment.

Q4: E12.1 (e)- What is required for security duties?

A4: As is stated in the RFP, the “security” aspect comprises patrolling the entire parkade including stairwells & elevator lobbies, observations, checking for damages, doors unlocked, transients not required to be in the parkade, etc. They would simply have to report any incidents observed to their supervisor and/or the Contract Administrator, or call the police if required.