

## 828-2018 ADDENDUM 1

### CHIPPING OF CHRISTMAS TREES AND DEPOT MAINTENANCE

#### **URGENT**

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

ISSUED: November 9, 2018  
BY: Kyle Wingate  
TELEPHONE NO. 204 986-8636

**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 9 of Form A: Bid may render your Bid non-responsive.**

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#### **PART A – BID SUBMISSION**

Replace: 828-2018 Bid Submission with 828-2018 Addendum 1 Bid Submission. The following is a summary of changes incorporated in the replacement Bid Submission:

Form B(R1): Separate Item 4 “Annual Cleanup of Depots Supply and Install Depot Fencing per Location” into 2 separate line items.

Page numbering on some forms may be changed as a result.

#### **PART D – SUPPLEMENTAL CONDITIONS**

Revise: D14.1 to read: If the Contractor fails to achieve the Work of the Contract in accordance with E3.1, E3.4 or E3.7, the Contractor shall pay one hundred dollars (\$100) per hour for each and every hour worked until the Work is complete.

Revise: D14.2 to read: The amount specified for liquidated damages in D14.1 is based on a genuine pre-estimate of the City's damages in the event that the Contractor does not achieve the Work of the Contract.

Delete D16

#### **PART E – SPECIFICATIONS**

Revise: E3.1 to read: Prior to December 24<sup>th</sup> of each Contract year the Contractor shall supply and install, at the price identified in Item No. 4 on Form B: Prices, temporary fencing creating a forty (40) foot by forty (40) foot compound at the locations directed by the Contract Administrator. The Contractor shall remove the temporary fencing at all locations on February 1<sup>st</sup> of each Contract year. In addition the City shall provide signage to be installed at each location by the Contractor at his/her expense prior to December 27<sup>th</sup> of each Contract year.

Revise: E3.4 to read: The Contractor shall chip Trees at each Depot, **weekly** throughout the “Let’s Chip-In” Program period, including daily, if required. The Contractor shall:

- (a) Provide at his/her expense, traffic control staff, informational signage, directional devices, barricades and fencing for notifying others that the Contractor is working

- in the area and for preventing unauthorized traffic flow within the specified Work area. The Contractor shall erect, move, place, relocate and maintain these devices as required;
- (b) Provide at his/her own expense, any equipment required for completion of the Work. This equipment may include trucks, skid-steer loaders, front-end loaders etc;
  - (c) Provide a chipper or grinder that must:
    - (i) be able to process trees, brush, tree limbs and branches to a finished product size not greater than 50 mm;
    - (ii) have a discharge chute capable of discharging mulch into a stockpile or truck; and
    - (iii) be operated in a manner which is safe for the operator, other workers, City employees, and the general public.
  - (d) The City does not staff the Depots and because of this, the material may be in a tight stockpile or spread along the ground depending on how the public have placed the Trees;
  - (e) Contaminated Material must be removed immediately, as stated in E3.5(a)(ii) from the Tree stockpile;
  - (f) Once chipping at the Depot is completed, the Contractor shall leave a single stockpile of Trees (less than five (5) Trees) at the back of the Depot. Under no circumstances should there be numerous piles of trees, trees scattered individually or any large amount (greater than five (5)) of trees left after chipping;
  - (g) During the "Let's Chip-In" program dates, the Contractor shall leave Mulch at all the Depots so residents are able to take small quantities for their personal use. The amount of Mulch to remain at the Depots shall be directed by the Contract Administrator, in the past the amount has been approximately 2 cubic meters at each site;
  - (h) All excess Mulch from each site shall be transported to a location at Summit Road Landfill Site by the Contractor as directed by the Contract Administrator;
  - (i) Stockpiled Mulch shall not impede traffic or site activity and shall not hamper the movement or removal of the temporary fences;
  - (j) At the end of the Lets Chip In program, as directed by the Contract Administrator, all remaining Mulch shall be collected and remaining trees shall be mulched and transported by the Contractor to Summit Road Landfill or an alternate City of Winnipeg location approved by the Contract Administrator. All costs associated with the transport of material shall be included in Item 1 of Form 'B' Prices. Tipping fees will not be assessed for this material;
  - (k) The Contractor shall charge the unit price for all chipping of Trees between December 17 and July 1 as described in Item No.1 of Form B: Prices. All the "Trees" material that is chipped shall be the equivalent of one (1) standard Christmas tree, eg. All chipped branches, regardless of species, shall be reasonably accumulated and charged in amounts equivalent to one (1) standard Christmas tree;
  - (l) The Contractor should take all necessary precautions to minimize his exposure to acts of theft and vandalism to his/her equipment. The City accepts no responsibility for damage, vandalism or theft to any equipment stored at any Depot by the Contractor; and
  - (m) The Contractor shall provide and maintain a local Winnipeg telephone number, cell phone and email at all times during the dates and times for both components of the Contract and a facsimile machine from 8:30 am to 6:00 pm, not including Saturdays and Sundays and statutory holidays at which orders and/or enquiries may be placed.

Revise: E7.1 to read:

At the end of the winter season, a complete Depot clean-up will be required. The Contract Administrator reserves the right to include or not include this portion of the Work in the Contract to be performed by the Contractor in any given year during the Contract. Upon award of this Work to the Contractor, they will have seven (7) Calendar Days upon

notice from the Contract Administrator to perform the clean-up at all designated Chip-In Depot locations. The Contractor will charge the unit price for all Trees chipped as described in Item No.1 on Form B: Prices along with the rest of the Work at the unit price as quoted in Item No.5 on Form B: Prices.

## **APPENDICES**

Add: Appendix\_A Historical Data of Christmas Trees Chipped per Year