



July 29, 2019

SITE MEETING NOTES ADDENDUM No. 1

**Invitation to Tender CS-19-08
BUCKHORN FIRE HALL ROOF REPLACEMENT**

The addendum is being issued prior to the closing of the Invitation to Tender (ITT) to provide further information, make changes to, or to clarify the ITT Documents and is to be read, interpreted and coordinated with all other parts of the ITT Documents. In the case of a conflict with the balance of the documents, this Addendum shall govern. Proponents shall attach a signed copy of this addendum to their proposal submission, failure to do so may result in a non-compliant proposal. This addendum shall form part of the Contract Documents.

Mandatory Site Meeting Notes:

Staff: Melanie Perrin, Project Manager, Manager of Public Safety Operations
Bonnie Seitz, Community/Public Safety Assistant (Note Taker)
Mons Aase, Aase Roof Inspection Ltd.

Representatives from the following firms attended the Mandatory Site Visit:
Admiral Roofing
Prince Sheet Metal

Project Manager:

- Introduced staff in attendance and explained their roles;
- Brief overview of the project;
- Walked the site;
- Last day for questions is August 1th, 2019 by 2:00 p.m. (see section 1.7 of the ITT);
- Closing date and time is Friday, August 9, 2019 at 2:00 p.m.; and
- Hosted proponent questions.

Addendum No. 1 is being provided in clarification to ITT CS-19-08 released July 23, 2019.

Discussion took place around putting the fire hall abbreviation initials (BVFD) on the roof so it can be spotted in an aerial view. If the letters are added during the construction phase this would be done through a "Change Order Form" at the time of construction and should not be included as part of this ITT.

Mons Aase asked if there were any questions. No one had any questions so declared the site meeting completed.

I/We hereby verify that we have considered this addendum in our proposal submission.

Proponent's Signature

Date

All inquiries relating to ITT CS-19-08 must be emailed to:
Melanie Perrin, Manager Public Safety Operations, mperrin@rdffg.bc.ca