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TELEPHONE NUMBER

**ADDENDUM NO. 1**  
**PROPOSAL NO. 131-20, CARETAKING (JANITORIAL) SERVICES**

**October 13, 2020**

This addendum amends and forms part of the RFP Documents. The Bidder shall insert the addendum behind the cover page of the RFP Documents.

**QUESTIONS/ANSWERS:**

**Question#1:**

Would GDI be obligated to hire on existing staff? If so, may Bill 7 be provided?

**Answer:**

*No, current caretaking staff will remain City of Windsor employees.*

**Question#2:**

Referring to question 1, as CUPE union present may we receive the collective agreement?

**Answer:**

*Not required at this point in time; will not be provided*

**Question#3:**

Are exterior and interior window cleaning included?

**Answer:**

*Please refer to the specification document. There are requirements in the RFP for exterior & interior window cleaning noted in Appendix G & H. All interior windows/glass cleaning is limited to 10ft high, and exterior work is limited to the entrances and exit doors also to 10ft high.*

**Question#4:**

Referring to Chemical Product List as well as Paper Product List, are you looking for comparable products or mandated units provided?

**Answer:**

*Vendors are mandated to the product lists provided in the RFP*

**Question#5:**

May we standardize the product line?

**Answer:**

*No, vendors are to adhere to the product list provided in the RFP*

**Question#6:**

Can you be more specific with the “as required” snow removal? What is the expectation?

**Answer:**

*Please refer to the specification document. The expectation is to ensure the Vendor maintains a safe pedestrian traffic flow at both 350 & 400 City Hall throughout the day; staff are to monitor the snow levels periodically throughout the day, remove any snow accumulation and place snow melt, document/log each snow event and what measures were taken to address the snow accumulation.*

*As noted in the RFP, snow removal is required at all entrances/exits, fire escape doors, exit stairs, and may be asked to assist in the north parking lot on a limited capacity.*

*The areas will be reviewed during the mandatory site walkthrough on Saturday, October 17, 2020*

**Question#7:**

When is the expected contract start date?

**Answer:**

*An exact date cannot be provided as the contract start date is dependent on council approval; a 2021 execution timeline can be assumed.*

**Question#8:**

Can we have an extension to the submission deadline to October 30, 2020?

**Answer:**

*There will be no extension at this time.*

**END OF ADDENDUM NO. 1**

Yours truly,

**THE CORPORATION OF THE CITY OF WINDSOR**

*Alex Vucinic*

Alex Vucinic  
Purchasing Manager

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**October 13, 2020**

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I hereby acknowledge receipt of Addendum No. 1 to the RFP 131-20 (3 pages).

The information contained therein is hereby noted and account of same will be taken in our RFP cost.

This information was received on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (Printed)

\_\_\_\_\_  
Company Name

**\*NOTE: You are required to acknowledge this addendum with your RFP submission.**

**PLEASE E-MAIL @ [purchasing@citywindsor.ca](mailto:purchasing@citywindsor.ca) SIGNED ACKNOWLEDGEMENT SHEET  
ASAP**