



**THE CORPORATION OF THE CITY OF WINDSOR  
OFFICE OF THE CITY SOLICITOR**

**ALEX VUCINIC**  
**Manager of Purchasing**

**Elaine Castellan**  
**Purchasing Supervisor**

**(519) 255-6272**  
**TELEPHONE NUMBER**

**ADDENDUM NO. 1  
PREQUALIFICATION-TENDER NO. 123-19  
BRIGHT LIGHTS TREE SETUP AND TAKEDOWN**

**September 6, 2019**

This addendum amends and forms part of the Prequalification/Tender Documents. The Proponent shall insert the addendum behind the cover page of the Prequalification/Tender Documents.

**CLOSING DATE EXTENDED TO: FRIDAY, SEPTEMBER 13, 2019.**

**SITE MEETING:**

A non-mandatory site meeting to view the unassembled tree components, and assembly site will be held on Tuesday, September 10, at 2:00 pm at Parks Yard 2461 McDougall Ave. Assemble in parking lot west of McDougall Ave.

**QUESTIONS & ANSWERS:**

1. Are there any other specifications available regarding the tree (i.e. weight, parts list, assembly pictures etc.), other than what is provided for in the RFT?

There are no other specifications available.

Except for the contents of this addendum, all other terms and conditions of this Prequalification/Tender Documents remain the same.

***END OF ADDENDUM NO. 1***

Yours truly,

**THE CORPORATION OF THE CITY OF WINDSOR**

***Elaine Castellan***

Elaine Castellan  
Purchasing Supervisor

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I hereby acknowledge receipt of Addendum No. 1 to the Prequalification-Tender No. 123-19 (2 pages).

The information contained therein is hereby noted and account of same will be taken in our proposal 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 proposal submission.**

**PLEASE FAX BACK TO (519) 255-9891 OR E-MAIL @ [purchasing@citywindsor.ca](mailto:purchasing@citywindsor.ca) SIGNED  
ACKNOWLEDGEMENT SHEET ASAP**

**Attn: Purchasing Department**