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TELEPHONE NUMBER

ADDENDUM NO. 1  
EXTERIOR DUCT INSULATION REPLACEMENT – WFCU CENTRE  
RFT NO. 110-20

August 6, 2020

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

**PLEASE NOTE: THE CLOSING DATE IS EXTENDED TO WEDNESDAY, AUGUST 12, 2020.**

**QUESTIONS AND ANSWERS**

Q#1- How is the contractor to include duct sealing, if there is no non-destructive method to quantify/verify scope of work? Can allowance be considered?

*A#2- Total Tender Price (Base bid) to include 200 lineal feet of duct sealing. Provide Add/Deduct Unit Price per foot of duct sealing to be applied against quantity carried in Total Tender Price (base bid). All duct sealing to be documented or verified with City of Windsor Representative- See revised Bid Form attached.*

Q#2- What is required colour of “FlexClad-400” product?

*A#2- Almond*

Q#3- Can materials & equipment be stored on site?

*A#3- A designated exterior material & equipment storage space will be made available according to attached sketch. Security of materials & equipment is the responsibility of the contractor.*

Q#4- Proposed Alternate to “FlexClad-400” as 3M Ventureclad

*A#4- Total Tender Price (Base bid) to reflect specifications. Alternate Price to be provided to Substitute “3M Ventureclad 1579GCW-WME - White, Embossed” in place of “FlexClad-400”- See revised Bid Form attached.*

Q#5- Proposed Alternate to replace all “D1” type insulation with Mineral Wool type insulation with kraft-aluminum foil facing

*A#5- Total Tender Price (Base bid) to Replace all “D1” type insulation with Mineral Wool type rigid board insulation with kraft-aluminum foil facing (R12).*

Q#6- Proposed Alternate to replace all type “D1” insulation with type “D2”

**A#6- Total Tender Price (Base bid) to include “D1” type insulation (Mineral Wool type rigid board insulation with kraft-aluminum foil facing (R12)). Alternate Price to be provided to substitute “D2” type insulation in place of “D1”. - See revised Bid Form attached.**

Q#7- What is required of existing insulation securement pins, prior to new work?

**A#7- Existing pins to be removed, or otherwise modified to allow new materials to be installed, and to prevent damage to new jacketing. Cost to be included in Total Tender Price ( base bid).**

Q#8- On the site visit, it was proposed that the repairs required for the damaged ducting would be included in the existing contingency allowance, or defined under a separate contingency allowance, as the scope could not be determined before the removal of the existing insulation. Please clarify if this will be included under the existing contingency allowance, or define the new contingency value to carry.

**A#8- Repairs to be covered in existing contingency allowance.**

Q#9- Please confirm scaffolding can be used on the roof?

**A#9 - Yes, scaffolding can be erected on the roof with required protection in place.**

Q#10 - Type D1 Insulation – You mention secure with pins – as per the walkthrough can you please confirm if pins are required on the top side of the duct.

**A#10 – Specification lists adhesive securement for horizontal top sides of ducts – no pins.**

Q#11 - What is the Schedule for the Project – Using Flex Clad and or Venture Clad is a temperature dependent project.

**A#11 – 60 working days from contract issuance.**

Q#12 - - Submission Checklist

- a. Vendor Information Form to be fully completed
  - i. If we are already a registered vendor, do we need to complete this form again?

**A#12 – Yes**

**PLEASE SEE ATTACHED REVISED BID FORM.**

Except for the contents of this addendum, all other terms and conditions of this tender remain the same.

**END OF ADDENDUM NO. 1**

Yours truly,

**THE CORPORATION OF THE CITY OF WINDSOR**

*Elaine Castellan*

Elaine Castellan  
Purchasing Supervisor

EC/sf

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**ADDENDUM NO. 1  
EXTERIOR DUCT INSULATION REPLACEMENT – WFCU CENTRE  
RFT NO. 110-20**

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**August 6, 2020**

I hereby acknowledge receipt of Addendum No. 1 to the RFT No. 110-20 (10 pages)

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

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

**Bid Form – REVISED ADDENDUM #1**

**EXTERIOR DUCT INSULATION REPLACEMENT – WFCU CENTRE**

**BID FORM REVISED– ADDENDUM #1**

TO: The Corporation of the City of Windsor  
Attention: Purchasing Department  
400 City Hall Square East,  
Suite 403,  
Windsor, ON N9A 7K6

Registered Legal Name of Bidder:

\_\_\_\_\_

Please provide proof of legal name by submitting a copy of one of the following to be included and attached to this Bid Form;

- a) First page of Articles of Incorporation
- b) If applicable, first page of articles of Amendment;
- c) If applicable, first page of Profile Report; or,
- d) Certificate of Status

Business Address:

\_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

HST Registration Number: \_\_\_\_\_

Contact name for future correspondence and inquiries:

Name and Title \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_

**Bid Form – REVISED ADDENDUM #1**

**EXTERIOR DUCT INSULATION REPLACEMENT – WFCU CENTRE**

We have read and we fully understand the requirements of the RFT, including the Contract and any addenda issued by the City. We acknowledge that the RFT includes an offer from the City to enter the Bidding Contract. We also acknowledge that, by submitting a Bid which complies with the requirements of this RFT, we accept that offer.

**DEFINITIONS**

Unless otherwise defined in this Bid Form, capitalized terms and expressions used in this Bid Form shall have the meanings assigned to them in the Instructions to Bidders.

**TOTAL TENDER PRICE**

Having carefully examined the RFT, including all of the Appendices and including addendum number(s) \_\_\_\_\_, having fully investigated and ascertained the conditions, circumstances and limitations affecting the Project, we offer to enter into the Contract with the City for the following Total Tender Price:

CDN \$ \_\_\_\_\_ [*state in figures only*]

The above Total Tender Price:

- (a) excludes the Harmonized Sales Tax (HST) but includes all other taxes, freight and duties;
- (b) is a Total Tender Price for the provision of the services contemplated by the Contract;
- (c) includes a total \$30,000.00 Contingency Allowance (Excluding HST). If the allowance is not used, it will be deducted from the Total Tender Price.

**Bid Form – REVISED ADDENDUM #1**

**EXTERIOR DUCT INSULATION REPLACEMENT – WFCU CENTRE**

**ALTERNATE PRICES**

The following table contains a list of Alternate Prices to perform specific parts of the Work which are not included in the Total Tender Price (Base Bid) and may be added to **OR** deducted from the contract, at the City’s sole and absolute discretion. The alternate prices quoted include the specified cost, overhead, profit, and any applicable taxes in force at the date of Bid with the exception of HST.

Item No.	Description	Please indicate the word Add or Deduct below	Price (\$)
1.1	Lump Sum Price to Substitute “3M Ventureclad 1579GCW-WME - White, Embossed” in place of “FlexClad-400” (as specified).		\$ _____
1.2	Lump Sum Price to Substitute “D2” type insulation in place of “D1”		\$ _____

**UNIT PRICES**

The following table contains a list of Unit Prices to perform select parts of the Work as specified, and may be added or deleted from the contract, as may be required, at the City’s sole and absolute discretion. The unit prices quoted include the specified cost, overhead, profit, and any applicable taxes in force at the date of Bid with the exception of HST.

Item No.	Description	Unit Price (\$)
2.1	Cost to provide all labour and material required to “Duct Seal” existing duct to SMACNA Standard, Class A. (Total Tender Price (Base bid) to include 200LF of duct seal. Unit price to be added (200LF is exceeded) or deducted (200LF is not required) from this quantity allowance in accordance with conditions verified on site with City of Windsor Project Manager)	\$ /L.FT.

**Bid Form – REVISED ADDENDUM #1**

**EXTERIOR DUCT INSULATION REPLACEMENT – WFCU CENTRE**

**SUPPORTING DOCUMENTS**

We have completed and enclosed the attached documents provided with the Bid Form which are included in and form part of this Bid.

**SECURITY DOCUMENTS**

- A. We have attached the **Digital bid bond** required by section 9 of the Instructions to Bidders.
- B. We have confirmed our ability to provide Contract Bonding as required by section 10 of the Instructions to Bidders.
- C. We acknowledge that the costs of all bonds are included in our Total Tender Price.
- D. We acknowledge that quantities on Price Schedules are considered to be on a “More or Less” basis, and may not necessarily be exact, therefore the quantities shown in this Tender are strictly for the purpose of extending unit prices and arriving at a final figure for comparison between tenders.

**DECLARATIONS**

- A. We declare that our Bid is made with no Qualification(s).
- B. We declare that our Bid is not made in connection with any other Bidder and is, in all respects, fair and made without collusion or fraud.
- C. We declare that our Bid complies with any applicable fair wage practices.
- D. We acknowledge and agree that our Bid is irrevocable and open for acceptance by the City for a period of sixty (60) days starting from the day after the Submission Deadline.
- E. THE bidder confirms that no person employed by the City in any capacity:
  - (a) has a direct or indirect financial interest in the award of the Contract to the Bidder;
  - (b) is currently employed by, or is a consultant to or under contract to the Bidder;
  - (c) is negotiating or has an arrangement concerning future employment or contracting with the Bidder;
  - (d) has an ownership interest in, or is an officer or director of the Bidder
- F. We acknowledge and agree that, if awarded the Contract, we will:
  - (a) sign the Contract and deliver the executed original to the City within seven (7) business days of our receipt of the same;
  - (b) deliver to the City, within seven (7) business days of executing the Contract:
    - (i) the bonds required by the Contract;
    - (ii) proof of all insurance required by the Contract;
    - (iii) a current WSIB clearance certificate;
    - (iv) our health and safety policy for the Project.



**Bid Form – REVISED ADDENDUM #1**

**EXTERIOR DUCT INSULATION REPLACEMENT – WFCU CENTRE**

We acknowledge and agree that we will be in breach of the Bidding Contract if we fail to comply with any of the above.

Signed and submitted for and on behalf of:

BIDDER

\_\_\_\_\_

DATE

\_\_\_\_\_

SIGNATURE

\_\_\_\_\_

Name and Title

\_\_\_\_\_

I have authority to bind the Bidder named above

