



ADDENDUM

PROJECT TITLE: Ammonia Refrigeration Systems – Maintenance Services	ADD. NO: 1
RFP NO: 2021-085001P	DATE: November 18 th , 2021
PAGE 1 of 3 (Including Confirmation Sheet)	

Make the following modifications to the above project. Include in the amount of the Proposal, any additions to or deductions from the cost of the work by reason of these instructions.

Sign and attach this Addendum to the Proposal documents and submit with your Proposal. Failure to do so will result in the rejection of your Proposal.

Please note that the RFP has been extended by one week. The new closing date will be Thursday, December 2nd, 2021 at 4:00:00PM local time.

Please find below questions and responses.

Q1. Can the Model and Serial Number be provided for each Sabroe Compressor?

A1. Still waiting on numbers

Q2. Can the belt sizes be provided for the compressor motors and condenser motors?

A2. Still waiting on numbers

Q3. Timeline on start-up and shutdown – Are all arenas started up and shutdown during the same week? Due to varying occupancy schedules cost may vary drastically due to travel/accommodations if all arenas are shutdown at various times (outside of a one-week window).

A3. The start-up of our rinks is done at the end of September and the shutdown is done in late March or early April. They are typically not done all on the same day. We also have one arena open in the summer season. The start-up for this arena would be done around May/June. We will not be paying for travel/accommodations for the entire scope of this RFP. It is up to the proponent to price the work accordingly.

Q4. Upon start-up of refrigeration plants – Does the City employ staff to throttle the suction valves, or is it expected to be completed by the contractor?

A4. No, this is to be completed by the contractor.

Q5. There is no line item for accommodations as required.

A5. The City will not pay for accommodations. It is up to the proponent to price the work accordingly.

SIGN AND RETURN THIS ADDENDUM WITH YOUR PROPOSAL

BY: _____

Monic MacVicar, CCLP, CPPB
Procurement Specialist
Supply Chain Management

Consultant's Signature



City of Saint John

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Q6. There is only a single line item in Appendix B – Pricing form for Annual Inspection. RFP states that start up and shutdown of the system is required. For accurate pricing, can line items be adjusted to reflect the following:

- a. Start-up + inspection (labour and material – fan/compressor belts included)
- b. Shutdown + inspection (labour and material – shutdown would include oil change, filters, gaskets and annual plant safeties certification)

A6. Please not that we will not modify the Pricing Form. Please bid according to the pricing form.

Please add the following to Appendix D – RFP Particulars, section 3.3 Annual Inspection.

“Annual Safety Certification of the plant is to be included as a line item under the shutdown inspection report.”

SIGN AND RETURN THIS ADDENDUM WITH YOUR PROPOSAL

Monic MacVicar

BY: _____

Monic MacVicar, CCLP, CPPB
Procurement Specialist
Supply Chain Management

Consultant’s Signature



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CONFIRMATION - RECEIPT OF ADDENDUM

Upon receipt of this document, fax this page to (506) 658-4742 to confirm receipt of this addendum.

CONSULTANT'S NAME: _____

ADDRESS: _____

PHONE: _____ FAX: _____

RECEIVER NAME (PRINT) _____

RECEIVER SIGNATURE: _____