



ADDENDUM

PROJECT TITLE: OVERHEAD DOOR INSPECTION AND MAINTENANCE SERVICES	ADD. NO: 1
TENDER NO: 2023-085701T	DATE: March 13 th , 2023
PAGE 1 of 2 (Including Confirmation Sheet)	

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

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

In Appendix A, DETAILED SCOPE OF SERVICES, section 2.12, please remove the following;

2.12 Assignment of Personnel

The number of personnel assigned to a particular project should be based on the scope of work, technical complexity, safety, duration, urgency, etc. At the request of the City of Saint John, the Contractor will be required to justify the time spent on site by personnel assigned to a project and provide a detailed summary of their work tasks. This information is also to be detailed on timesheets.

And replace with the following.

2.12 Assignment of Personnel

The successful bidder must employ enough qualified staff to respond to a minimum of two calls simultaneously.

The number of personnel assigned to a particular project should be based on the scope of work, technical complexity, safety, duration, urgency, etc. At the request of the City of Saint John, the Contractor will be required to justify the time spent on site by personnel assigned to a project and provide a detailed summary of their work tasks. This information is also to be detailed on timesheets.

SIGN AND RETURN THIS ADDENDUM WITH YOUR PROPOSAL

BY: Monic MacVicar
Monic MacVicar, CCLP, CPPB
Procurement Specialist, Supply Chain Management

Contractor'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.

CONTRACTOR'S NAME: _____

ADDRESS: _____

PHONE: _____ FAX: _____

RECEIVER NAME (PRINT) _____

RECEIVER SIGNATURE: _____