



PURCHASING SECTION
6645 – 148th Street, Surrey, B.C. V3S 3C7
Tel: 604-590-7274 Fax: 604-599-0956
E-mail: purchasing@surrey.ca

ADDENDUM No. 2

REQUEST FOR PROPOSAL (RFP) NO.: 1220-030-2013-031

TITLE: OPERATION SAVE H2O

ADDENDUM ISSUE DATE: DECEMBER 5, 2013

CLOSING DATE AND TIME: ON OR BEFORE THE FOLLOWING DATE AND TIME (THE "CLOSING TIME"):

TIME: 3:00 P.M. LOCAL TIME

DATE: DECEMBER 9, 2013

INFORMATION FOR PROPONENTS

This Addendum is issued to provide additional information and clarifications to the RFP for the above named project, to the extent referenced and shall become a part thereof. No consideration will be allowed for extras due to the Proponent not being familiar with this addendum. This Addendum No. 2 contains four (4) pages in total.

1. REFER TO SCHEDULE C – PROPONENT’S FINANCIAL PROPOSAL

Delete Schedule C-5 in its entirety and substitute the following:

SCHEDULE C-5 - PROPONENT'S FINANCIAL PROPOSAL

Indicate the Proponent's proposed fee and the basis of calculation (use the spaces provided and/or attach additional pages, if necessary) as follows (as applicable):

Schedule of Fees:

ITEM #	PRICE SUMMARY TABLE	ESTIMATED AMOUNT
1	Table A - Management Component	\$
2	Table B - Student Component	\$
3	Table C - Disbursements 1) Management Component and 2) Student Component	\$
4	Budget for Brochures and Swag	\$ 40,000.00
	Sub-Total (Sum of Items #1, 2, 3 and 4):	\$
	GST (5%):	\$
	Total Amount:	\$

Table A - Management Component

Item No.	Description	Estimated Cost
1	Student Training	\$
2	Safety Training	\$
3	Program Development	\$
4	Final Report	\$
	Estimated Sub-Total:	\$

Table B - Student Component

Item No.	Description	Estimated Cost
	4 Teams (1 post-secondary Team Leader and 1 secondary Crew Member) Total 8 students	
1	4 Team Leaders April 28 – August 20, 2014 (83 days), 8 hours per day	\$
2	4 Crew Members July 2 – August 15, 2014 (32 days), 8 hours per day	\$
	Estimated Sub-Total:	\$

Table C - Disbursements

Provide an outline and estimated cost breakdown for the Disbursements required in the Program Management and Student Component costs.

1) Management Component

Item No.	Description	Estimated Cost
Estimated Sub-Total:		\$

2) Student Component

Item No.	Description	Estimated Cost
Estimated Sub-Total:		\$

Note: Include all cost associated with safety training, equipment, office purchases, printing and student travel expenses.

Table D - Contract Extension Option

Provide an estimated budget for management fees needed for one Team.

Item No.	Description	Estimated Budget
	Management Fees:	
	2 Team Leaders	
	August 25 – December 12, 2014(80 days), 8 hours per day	
	4-month period	
Estimated Sub-Total:		\$

Additional Expenses:

1. The proposed Contract attached as Schedule "B" to the RFP provides that expenses are to be included within the fee, other than the expenses listed in the Contract as disbursements. Details of disbursements are to be shown in the chart above. Please indicate any expenses that would be payable in addition to the proposed fee and proposed disbursements set out above:

2. Payment Terms:

A cash discount of _____% will be allowed if account is paid within _____ days, or the _____ day of the month following, or net 30 days, on a best effort basis.

END OF ADDENDUM

All Addenda will become part of the RFP Documents.
