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**ADDENDUM #1**

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**REQUEST FOR QUOTATIONS (RFQ) NO.:** 1220-040-2016-001

**TITLE:** BEVERAGE VENDING, FOUNTAIN BEVERAGE, AND OVER-THE-COUNTER BEVERAGES FOR VARIOUS CITY FACILITIES

**ADDENDUM ISSUE DATE:** June 24, 2016

**CLOSING DATE:** prefer to receive Quotations on or before:  
June 30, 2016

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**INFORMATION FOR CONTRACTORS**

This Addendum is issued to provide additional information to the RFQ 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 Contractor not being familiar with this Addendum. This Addendum No. 1 contains three (3) pages in total.

**Q1:** Page 5, Section 13 SIGNATURE: We can have the quotation signed by an office of the Company but cannot provide a corporate resolution as there are too many people to sign this for all our contracts. Would the City accept an officer's certificate confirming the signing authority of the Quotation signatory?

**A1:** As long as the individual has signing authority for the Contractor.

**Q2:** Page 19, Section 9.3 (b) asks for marketing Initiatives Support of \$15,000 for events such as Canada Day, Fusion Festival and the International Children's Festival. Then in Section 7.1 on page 55 it states we have First Right of Refusal for all Special Events and Promotions Advertising. We could like clarification as to what the \$15,000 annual payment will provide us, with respect to event sponsorship. Could you please clarify the differences between these two sections?

**A2:** The \$15,000.00 annual payment for Marketing Initiatives Support will provide the following:

**Canada Day**

Recognized as a Community Sponsor – Value \$5,000.00

**Benefits:**

- Opportunity to utilize on-site exhibit space (10'x10') to profile your company
- Signage with company branding at entrance of your exhibit
- Logo on newspaper advertising
- Logo on event poster and flyer
- Logo on event program
- Logo on accreditation tags
- Logo on signage
- Logo and company bio on the sponsor page of the event website
- Logo on thank you ad
- VIP Passes (4)
- VIP Parking Passes (2)

**Fusion Festival**

Recognized as a Community Sponsor – Value \$5,000.00

**Benefits:**

- Opportunity to utilize on-site exhibit space (10'x10') to profile your company
- Signage with company branding at entrance of your exhibit
- Logo on newspaper advertising
- Logo on event poster and flyer
- Logo on event program
- Logo on accreditation tags
- Logo on signage
- Logo and company bio on the sponsor page of the event website
- Logo on thank you ad
- VIP Passes (4)
- VIP Parking Passes (2)

**Surrey International Children's Festival**

Recognized as a Community Sponsor – Value \$5,000.00

**Benefits:**

- Opportunity to utilize on-site exhibit space (10'x10') to profile your company
- Signage with company branding at entrance of your exhibit
- Logo on newspaper advertising
- Logo on event poster and flyer
- Logo on event program
- Logo on accreditation tags
- Logo on signage
- Logo and company bio on the sponsor page of the event website
- Logo on thank you ad
- VIP Passes (4)
- VIP Parking Passes (2)

Q3: Page 19, Section 9.3 (c) asks for \$8,500 for Surrey Eagles Sponsorship. Here it states we will receive the right to display a player bench sign, will be the main sponsor of the Mascot, and receive a full page advertisement in the Eagle's Games Day program as well as 6 season tickets. However, on page 60 it breaks out the Eagles Sponsorship amount and asks for additional payments for the items listed above. Please clarify if these items are included in the annual \$8,500 sponsorship or if they are additional costs? If additional costs, please clarify what is included with the Eagles sponsorship.

A3: The \$8,500.00 Surrey Eagles Sponsorship consists of:

- (a) Illuminated Signage (\$3,500.00 value)
- (b) Player Bench Signage (\$7,000.00 value)

- (c) Mascot Sponsorship (\$5,000.00 value)
- (d) Game Day Program (\$1,000.00 value)
- (e) 6 Season tickets (\$1,800.00 value)

The total value of the \$8,500.00 Surrey Eagles Sponsorship is \$18,300.00 plus \$3,250.00 of product.

Q4: Page 52, Section 4 Over the Counter Cold Drink Beverages: The text of this provision states that the City will reserve 40% of the display space in the concession areas for display and sale of products other than those sold by the Contractor in order to provide customers with a broader choice and that the Contractor must provide any and all Equipment for display or refrigeration of products. This implies that the selected Contractor will not be granted exclusivity rights as a significant portion of display space will be reserved for other products. Can you clarify the following:

- (i) What is the 40% of space allocated for? (e.g. snack and food items or competitive product from another Cold Drink Beverage supplier)? Limited to milk, coffee and brewed tea products?
- (ii) Will the contractor be required to place these other products in their cooling equipment with 40% allocation of cooler space to such other products?

A4: (i) The 40% of the reserved counter space will be for non-drink related items such as fruit, muffins etc.

(ii) No, the Contractor will not be required to place these other products in their cooling equipment. It will be 100% the Contractor's product in the cooler.

Q5: Section 12.1 (b) it states the City has the right, power and authority to grant all of the rights and interests granted to the Contractor hereunder and to require its licensees and third party operators (except those listed in Section 5.4) to deal only in the Contractors Cold Drink Beverages and to adhere to the provisions of this Agreement.

- (i) For third party operators such as Café Central in the Surrey Sport and Leisure and Blenz in the Guildford Rec. Centre, will these locations be required to sell only the Contractor's beverages?
- (ii) For clarity, other than the exceptions as stated in the RFQ, does the City intend to grant exclusive pouring and advertising rights to the selected Contractor as with regards to Cold Drink Beverages?

A5: Section 12.0 REPRESENTATIONS, WARRANTIES AND COVENANTS is hereby deleted in its entirety.

- (i) Third party operators will not be required to sell only the Contractor's beverages.
- (ii) No, this is not an exclusive agreement.

**END OF ADDENDUM #1**