



PROCUREMENT SERVICES SECTION
Surrey City Hall, 13450 – 104 Avenue, Surrey, B.C., V3T 1V8
Tel: 604-590-7274
E-Mail: purchasing@surrey.ca

ADDENDUM #1

**REQUEST FOR APPLICATIONS FOR STANDING
OFFER AGREEMENTS (RFA-SOA) No. : 1220-060-2022-007**

TITLE: Hired Equipment Services with Operator

ADDENDUM ISSUE DATE: November 17th, 2022

CLOSING DATE: prefer to receive Applications on or
before November 24th, 2022.

INFORMATION FOR APPLICANTS

This Addendum is issued to provide additional information to the RFA-SOA for the above-named project, to the extent referenced and shall become thereof. No consideration will be allowed for extras due to the Applicant not being familiar with this Addendum. This Addendum No. 1 contains two (2) pages in total.

QUESTIONS AND ANSWERS:

Q.1. Question there is no way we can include mob and demob into an hourly rate. It has to be an extra on top. How do you want this done with our pricing??

A.1. Per section 10.3.1. of the sample agreement, **one** mobilization/demobilization for the project will be allowed unless otherwise stated in writing by the City's site representative.

Please provide a flat rate for mobilization/demobilization in Table 1, Schedule B for the City's consideration.

To clarify, it is expected that any equipment that can be driven to the site would not be subject to a transportation fee. However, if transporting equipment on a lowbed, one mobilization **or** one demobilization fee would be applicable.

- Q.2.** [Reference the sample Standing Offer Agreement] Page 12: it is asking for a PO number what do I insert in there
- A.2.** This field will be filled in by the City.
- Q.3.** [Reference the sample Standing Offer Agreement] Wondering about transport costs, do we need to have a fixed transport rate or can we bill hourly for our lowbed
- A.3.** Preferably a fixed rate per equipment size. However, the contractor can provide an hourly should they wish to.
- Q.4.** [Reference Schedule B] For the G.V.W and Vehicle Inspection Reports do they all need to be submitted with the application or can we submit the documents when and if the truck is actually put to work.
- A.4.** A current vehicle inspection report should be submitted as part of the submission. If additional trucks are added to the fleet of vehicle during the term, then vehicle inspection reports should then be submitted.
- Q.5.** [Reference Schedule B] What is the Prime Contractor form? I am also confused by the Prime Contractor Matrix
- A.5.** This is a sample only to provide examples of when a Prime Contractor Designation letter would be required. It would need to be completed if a contractor is responsible for the site and has other contractors onsite which they are managing.
- Q.6.** [Reference Schedule B] Do we need to create a prime contractor designated letter?
- A.6.** See A.5. above.

- END OF ADDENDUM -

All Addenda will become part of the RFA-SOA Documents.
