



PROCUREMENT SERVICES

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ADDENDUM No. 2

REQUEST FOR QUOTATIONS No.(RFQ): 1220-040-2022-034

TITLE: RCMP HQ – Flooring Replacement

ADDENDUM ISSUE DATE: June 2nd, 2022

DATE: Prefer to receive Quotations on or before June 10th, 2022.

INFORMATION FOR CONTRACTORS

Contractors are advised that Addendum No. 2 to 1220-040-2022-034 is hereby issued by the City. This addendum shall form part of the contract documents and is to be read, interpreted and coordinated with all other parts. The following information is provided to answer questions raised by Contractors 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 Contractors or any sub-contractor not being familiar with this addendum. This Addendum No. 2 contains three (3) pages.

CHANGES TO SCOPE:

Refer to Schedule B – Appendix 2 – Supplementary Specifications (Project):

Delete “RCMP Main – Flooring replacement Plans and General Notes.pdf” as issued in its entirety and substitute with “1. RCMP Main - Flooring replacement Plans and General Notes - ADD No.2.pdf” as downloadable from the MFT link provided in this Amending Agreement No. 2.

Add/modification of rooms:

- Room 2061 added to scope with sheet vinyl
- Rooms 2005 and 2006 are carpeted rooms to be replaced with new carpet instead of sheet vinyl

Remove rooms:

- Rooms 2083, 2084, 3060, 3063 and 3063A to be removed from project scope

In the URL, or address field at the top, enter the following address: <https://mft.surrey.ca/> and hit "enter". Enter "surreybid" as the Username, "Welcome" as the password and then click "Login"

<https://mft.surrey.ca/>

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Please be aware that any maps and floorplans are for general reference only. The City does bear any responsibility for the accuracy of any maps or floorplans.

QUESTIONS AND ANSWERS:

Q1. Will the City remove items on or stored within furniture prior to the furniture being relocated or is that within the scope of work for Contractors? I.e. desks, shelving, bookshelves, etc.

A1. The City will ensure that unsecured items on desktops, tabletops and bookshelves are removed prior to the relocation of furniture. Chairs and personal items will also be removed by City staff. These items are not within scope.

Other storage units that can be locked and secured, such as filing cabinets and lockers, will not be emptied prior to their relocation. These items and their contents are within scope.

Q2. Will the City allow for Vinyl Tile instead of Sheet Vinyl?

A2. Vinyl Plank, will be used in the staff lunchroom only. Storage rooms that are in scope are to be refloored with Sheet Vinyl.

Q3. Will Contractors be allowed to lay flooring over existing vinyl?

A3. Contractors are expected to price the removal of all existing vinyl as part of their quotation. The City may, at its sole discretion, allow new flooring to be laid over existing vinyl on a case by case basis through a change order. In the event of such a change order, the City will expect a credit for the reduced scope of work.

Q4. Is the moving of lockers and filing cabinets within the scope of this procurement? Will the City ensure that these have been emptied of all contents prior to moving?

A4. Yes, moving of the filing cabinets and lockers is within scope. The filing cabinet drawers and locker doors will be locked and secured to ensure that the contents do not fall out. Contractors must be prepared to move the filing cabinets with existing contents inside.

Q5. Will Baseboard need to be installed behind workstations that are up against walls? Tiles can be laid under workstations without relocating them but installing baseboards will require the relocation of workstations. Will it be acceptable to install baseboards up to the end of workstations?

A5. It is acceptable to install baseboard up to the workstation but must ensure that the baseboard is wrapped around the wall (tucked behind the workstation to the greatest extent possible, including removing beauty caps as necessary) to make it appear as though the baseboard exists.

Please note that this only applies to MODULAR workstations that must be otherwise taken apart to move.

SUPPLEMENTARY PHOTOS:

Supplementary photos may be viewed and/or obtained at the Managed File Transfer Service (MFT) link noted below. Printing will be the sole responsibility of the Contractor.

In the URL, or address field at the top, enter the following address: <https://mft.surrey.ca/> and hit "enter".

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All Addenda will become part of the Contract Documents.

- END OF ADDENDUM -