



ST. CLAIR CATHOLIC
DISTRICT SCHOOL BOARD

Lighting the Way ~ Rejoicing in Our Journey

Addendum #002

Request for Tender: 645-CP2006

Gym Roof Top Unit

St. Philip Catholic School

420 Queen Street, Petrolia, ON N0N 1R0

REVISED Submission Deadline and Location:

Tuesday, May 12, 2020

4:00:00 PM Local Time

Submission via Email

ISSUED: April 6, 2020

ADDENDUM #002

.1 SECTION 2.1 RFT SCHEDULE

As a result of the COVID-19 Pandemic, the schedule has been revised to:

For the purposes of this RFT, the Board has established the following timing deadlines for the completion of the RFT process. All times listed are Local Time (Eastern Standard Time).

Event	Date & Time
Issue Date:	Monday, March 2, 2020
Mandatory Site Visit:	Tuesday, March 10, 2020 @ 10:00 AM
REVISED Last day to submit questions:	Friday, May 1, 2020 @ 2:00 PM
REVISED Responses to Questions Received:	Tuesday, May 5, 2020
REVISED Closing Date and Time:	Tuesday, May 12, 2020 @ 4:00:00 PM

.2. SECTION 2.7 TIMING OF PROJECT

Insert the following to this clause.

It is the Board’s intent to adhere to the schedule as set out in this tender documents. The successful bidder should make all reasonable efforts to attain the schedule as set out; however, due to limitations relating to Covid-19, the Board will work with the successful bidder on a revised schedule that is both reasonable and fair to both parties, including but not restricted to, changing the completion date that accommodates both parties.

.3 SECTION 2.9 BID SUBMISSION

As a result of the COVID-19 Pandemic, the Board has suspending in-person and hard copy submissions. This section has been revised to read:

Bids shall be submitted with the project clearly identified in the subject line of an email:

RFT # 654-CP2006 Bid Submission – COMPANY NAME

The Bid Submission and any supplementary documentation must be returned to:

Purchasing Department: purchasing@st-clair.net

Bids MUST be received no later than the date and time specified in this RFT document. Any bid submissions received after the deadline will be rejected. It is the Bidder’s responsibility to ensure their Bid Submission is received by a Board representative on or before the submission deadline.

Bidders are cautioned that the timing of their Bid Submissions is based on when the Bid is RECEIVED by the Board’s Server not when a bid is submitted, as email transmissions can be delayed in an “Internet Traffic Jam” due to file transfer size, transmission speed, etc.

Bidders should submit all requested information in one email with multiple attachments. In the event that the size of the bid results in a large submission, responsibility is with the bidder to send the bid in multiple emails to ensure receipt by the Board, advising the Board as to the number of emails being submitted. The Purchasing department will reply to an email submission simply stating that that bid has been received.

For the above reasons, it is recommended that you give yourself sufficient time to complete your Bid Submission and to resolve any issues that may arise.

Bids shall be filled out in ink or typed, signed in longhand by a duly authorized company official (having authority to bind). Failure to provide all of the requested information on the Bid Form may result in disqualification of the bid. Please refer to REVISED Appendix A: Bidder's Response Guide included in Addendum #002.

Bids submitted by hardcopy, telephone, or fax will not be accepted.

After bid closing all submissions will be reviewed by the Board's evaluation team. Bid will not be opened publicly. Bids are considered unofficial until reviewed and deemed formal by the evaluation team.

Supplier's Bid Submission, all Bid Documents and CCDC2-2008 will form the agreement.

.4 SECTION 2.32 BONDING

Insert the following to this clause.

Bonding must be provided in a digitally verified format. A scanned version of a paper bond is not acceptable and may deem the bid submission informal.

.5 SECTION 2.33 INSURANCE

Insurance submission requirements have been revised to read:

The successful Proponent(s) must maintain, at the Proponent's expense for the entire term of the Contract or as otherwise required, all insurance as set out below. It is not mandatory to submit Proof of Insurance as part of the bid submission. The low bidder and second low bidder will be contacted after the tender opening and will be required to submit Proof of Insurance to the Board within 5 business days.

.6 SECTION 2.34 WORKPLACE SAFETY INSURANCE BOARD (WSIB)

WSIB submission requirements have been revised to read:

Successful Proponent(s) must ensure that all workers are covered by the Workplace Safety and Insurance Board coverage for the duration of this contract. It is not mandatory to submit Proof of WSIB coverage (clearance certificate) as part of the bid submission. The low bidder and second low bidder will be contacted after the tender opening and will be required to submit Proof of Coverage to the Board within 5 business days.

.7 APPENDIX A: BIDDER'S RESPONSE GUIDE

Appendix A has been revised in accordance with the changes outlined in the Addenda. REVISED Appendix A is as follows:

REVISED APPENDIX A: Bidder's Response Guide

Each bid submission should be structured using only the criteria identified in this bid document.

1. A completed copy of REVISED APPENDIX B: Bid Form **must** be included in your bid submission. (Updated per Addendum #001)
2. ~~Proof of WSIB Coverage and proof of insurance **must** be included in your bid submission as specified in the Bid Documents.~~ The low bidder and second low bidder will be contacted after the tender opening and will be required to submit Proof of Insurance and WSIV Coverage to the Board within 5 business days. (Updated per Addendum #002)
3. Digital Bonding **must** be included in your bid submission as specified in the Bid Documents. (Updated per Addendum #002)
4. Supplemental material will not qualify as substitutes for direct responses to the bid's requirements, except for specifically requested material.
5. The successful contractor must be prequalified under the contracted services program before an award is made.
6. Bid Submission will only be accepted via email to purchasing@st-clair.net (Added per Addendum #002)

.8 APPENDIX C: SCOPE OF WORK AND SPECIFICATIONS

Clarification provided regarding the responsibility of the building permit application. See attached Mechanical Addendum No. 2

Gym Rooftop Unit
St. Philip Catholic School
Sr. Clair Catholic District School Board
Petrolia, Ontario

Chorley + Bisset Ltd.
Consulting Engineers
London, Ontario

3 April 2020

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ADDENDUM NO. 2

Make the following amendments and additions to the Drawings and Specifications, and include this cost in the Contract Price.

1. MECHANICAL SPECIFICATIONS

1. Section 15001 - Mechanical General Provisions

1. Revise Clause 1.12.1 as follows:

- 1.12.1 Carry out all work in accordance with the latest editions of applicable municipal and provincial codes, regulations, bylaws, and requirements of local Authority Having Jurisdiction. In no instance, however, is the standard established by the Drawings and Specifications to be reduced by the codes referred to above. The school board will apply and pay for the Building Permit. Contractor is responsible for applying for and obtaining any other additional permits. Pay any necessary fees.

END OF ADDENDUM NO. 2



645-CP2006 Addendum #002
Gym Root Top Unit Replacement
St. Philip Catholic School
Issued: April 6, 2020

This concludes Addendum #002.