



City of Niagara Falls

Contract #2020-505-20
2020 Road Rehabilitation & Sidewalk Replacement
ADDENDUM # 4

This Addendum shall form an integral part of the contract document for the above noted project and shall be read in conjunction therewith. This Addendum shall, however, take precedence over all requirements of the previously issued contract documents, including plans, with which it may prove to be at variance, unless otherwise clarified by the Engineer.

This Addendum must be signed by the Tenderer in the appropriate space and must be attached to the Form of Tender for submission at the time of tendering. **Tenders not including this Addendum, signed as required, may be rejected as informal.**

ITEM #1

Delete Special Instructions to Bidders, Item 2 Tender Procedure, and replace with;

Due to COVID-19 the Tender submission format has been changed. The Tenders will be submitted electronically in a two (2) envelope process. The instructions to submit the Tender electronically are as follows;

To submit your Bid Bond and Agreement to Bond Form please scan them together and save both in PDF format with the file name Envelope #1 and your Company Name (ex. Envelope #1 - ABC Company.pdf). To submit your Tender bid please scan and save all signed addendum pages and the Form of Tender completed in full in PDF format with file name Envelope #2 and your company name (ex. Envelope #2 – ABC Company.pdf).

To upload the Envelope # 1 and Envelope # 2 please go to the City Bid and Tenders site under the bid and go to the Special Instructions section which will give you the link to upload both envelopes. Once you upload your files, you will not see them in the folder since it is a blind upload. Procurement Services will receive an email once your upload is complete. Please note that the upload link closes at 1:45pm sharp on Tuesday March 31st, 2020. The time is based on the upload site time clock. Please ensure that you provide yourself plenty of time to upload the two envelopes as the City or the upload site will not be responsible for electronic tender submissions not received prior to the closing date and time.

Once the Tender closes the City will open up Envelope #1. If the requirements for Envelope #1 are met the City will proceed to open Envelope #2. If all requirements are met in Envelope #2 the price will be summarized on a Tender summary and posted to the City Bids and Tender site with unofficial results under the bid.

ITEM #2

Delete Special Instructions to Bidders, Item 13 Bidder Registration, and replace with;

All new bidders must register with the Project Manager, Joe D'Agostino via email at jdagostino@niagarafalls.ca, prior to submitting a tender bid. There is no fee for registration. The email should include the following minimum information:

Company Name
Contact Name
Phone Number
Email Address

Please note that all communication will be to the email address provided in the registration email.

Bidders are expected to access documents from the City's website. No hard copies are available.

Date Issued: March 25, 2020

Issued By: _____

Joe D'Agostino, C.E.T.
Project Manager - Engineering

The Tenderer shall take due notice of all revisions/clarifications and make allowance to his/her unit prices.

Signature of Company Representative:	
Name (Please Print):	
Company Name:	
Date:	