



SUNSHINE COAST REGIONAL DISTRICT

ADDENDUM NO. # 3

Request for Proposal No. 18 352

Fitness Equipment Replacement and Service Contract

Date: December 6, 2018

This addendum forms part of the contract documents and shall be read, interpreted, and coordinated with all other parts. The costs of all work contained herein shall be included in the tender submission. The following revisions, clarifications, changes, additions, or deletions supersede the information contained in the original documents to the extent referenced and shall become part thereof:

Number of pages including attachments: (3 pages)

Item No.1

Addendum #3 - Item 1- contains typo corrections to the Addendums 1 and 2 documents.

Addendum 1 corrections as follows:

Reads as;

Addendum No. # 1 is issued prior to receipt of submission and shall form part of the contract documents. The revisions shall clarify the information contained in the original Proposal documents issued on August 31, 2018.

Changed to;

Addendum No. # 1 is issued prior to receipt of submission and shall form part of the contract documents. The revisions shall clarify the information contained in the original Proposal documents issued on November 15, 2018.

Addendum 2 corrections as follows

Reads as :

Addendum No. # 1 is issued prior to receipt of submission and shall form part of the contract documents. The revisions shall clarify the information contained in the original Proposal documents issued on August 31, 2018.

Changed to:

Addendum No. # 2 is issued prior to receipt of submission and shall form part of the contract documents. The revisions shall clarify the information contained in the original Proposal documents issued on November 15, 2018.

Reads as:

Number of pages including attachments: # 1 (2 pages)

Changed to:

Number of pages including attachments: (13 pages)

Item No.2

Addendum # 3 - Item 2 contains responses to questions received by the Regional District about the specifications and instructions of the RFP.

Question 1

Do you have a rough idea of the layout for the 5 station cable crossover. ie. lat pull, low row, pec dec, adjustable pulleys, etc?

Answer:

The current equipment has a cable cross over with adjustable heights and the other 3 sides of the base is set up as a pull down, low row and adjustable height.

Question 2

I noticed there wasn't a 5 station coming out of Gibsons on the trade in list. Want to confirm there is space for a 5 station in addition to existing equipment and new equipment being delivered.

Answer:

Yes there is plenty of space for this equipment.

Question 3

Is your intention to make one single purchase for category 1 - fitness equipment portion, or would you consider buying from several vendors?

Answer:

Our intention is to purchase the equipment that is best suited for our facility and users. For logistical reasons, procuring the equipment from one vendor would make the most sense, however as per clause 1.18 of the General Terms and Conditions, "the Regional District reserves the right to cancel, award all or part of the scope of work described in this document to a single Proponent or may split the award with multiple Proponents."

Question 4

In regards to the methodology, has the District factored in flooring cleaning in between removal of old equipment and install of new equipment? This will be important to establish accurate delivery and removal timelines.

Answer:

The SCRD is planning to close the facility as required to allow the supplier the time required to remove old equipment and deliver and install the new equipment. There will be some facility maintenance during this period. The SCRD will work with the successful bidder to ensure all timelines are met.

Question 5

Please clarify the statement from page 13/17 of the bid document:

7.3 Price Evaluation

The lowest priced Proposal will receive full points for pricing. All other prices will be scored using the following formula: lowest priced proposal/price of this proposal* total points available for price.

Answer:

The lowest bid proponent will receive the full 40 points in the evaluation process as expressed in section 7.2. All other bids will receive the proportionate points based on the formula outlined in section 7.3. For example; if the lowest bid is 85,000 and the next lowest is 100,000 then the lowest bid would receive 40 points and the next lowest would receive 85,000 divided by 100,000 times 40 for a total of 34 points in the evaluation scoring.

Addendum No. # 3 is issued prior to receipt of submission and shall form part of the contract documents. The revisions shall clarify the information contained in the original Proposal documents issued on November 15, 2018.

If you have any questions regarding the above, please contact the undersigned.

Gordon Rischaneck - Purchasing Officer
Sunshine Coast Regional District