



PROCUREMENT SERVICES SECTION

**CITY OF SURREY, SURREY CITY HALL
13450 – 104 Avenue, Surrey, B.C., V3T 1V8
Tel: 604-590-7274
E-mail: purchasing@surrey.ca**

ADDENDUM No. 1

REQUEST FOR QUOTATIONS (RFQ) NO.: 1220-040-2023-058

TITLE: PARK SHADE TREE PLANTING SERVICES

ADDENDUM ISSUE DATE: AUGUST 17, 2023

DATE: PREFER TO RECEIVE QUOTATIONS ON OR BEFORE AUGUST 24, 2023

INFORMATION FOR CONTRACTORS

Contractors are advised that Addendum No. 1 to RFQ 1220-040-2023-058 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 not being familiar with this addendum. This Addendum No. 1 contains one (2) pages.

QUESTIONS/ANSWERS

- Q1. While we can provide storage for the trees as necessary, does the City of Surrey know at this time where the trees will be coming from? In general, our preference is to minimize handling of trees and resulting stress by moving them directly from the nursery to the planting site, so are wondering if this may be an option.
- A1. Trees are 5cm caliper and sourced from a variety of wholesalers. Due to the large caliper size of the trees, the number of wholesale suppliers and number of different planting locations the trees are not able to be delivered to site.
- Q2. Schedule A, Clause 2 (a) – are we correct in assuming that the “transportation” referred to in this clause does not include the transportation from the nursery to the storage facility, but solely transportation from the storage facility to the planting site?
- A2. Correct. Transportation for the prospective Contractor includes from storage facility to planting site only.

Q3. Schedule B – Form Quotation – Time Schedule. Since the total volume of trees to be planted is TBD, and since we do not have City of Surrey’s expected schedule for identifying planting sites, etc., providing precision on the schedule of operations is difficult. What is expected in this section?

A3. This section can be left blank.

All Addenda will become part of the Contract Documents.

- END OF ADDENDUM -