



THE CORPORATION OF THE CITY OF WINDSOR
OFFICE OF THE CITY SOLICITOR

ALEX VUCINIC
Manager of Purchasing

Elaine Castellan
Purchasing Supervisor

(519) 255-6272
TELEPHONE NUMBER

ADDENDUM NO. 1
TENDER NO. 184-18
TREE & STUMP REMOVAL

November 23, 2018

This addendum amends and forms part of the Tender Documents. The bidder shall insert the addendum behind the cover page of the Tender Documents.

QUESTIONS & ANSWERS:

1. Is the issued 250 trees divided between the 2 compliant bidders or is there 250 trees for each?

There will be approximately 250 trees for each contractor to remove each year.

2. Is it 250 trees to be completed throughout the 2-year term or will additional trees be issued once the 250 are complete?

Approximately 250 trees will awarded to each contractor per year; therefore approximately 500 trees awarded to each contractor over the 2 year term.

3. How many closed alley trees will be issued? Do you have DBH size of the trees for these locations?

This varies year to year, but previous levels have been in the 3 to 10 trees per year range.

4. Will closed alley trees have overhead utilities? If so, does the City require Ontario Utility Arborists?

Yes, trees in closed alleys typically have overhead utilities. The City does not require the contractor to have certified Ontario Utility Arborists on staff.

5. Does the Bidder need to be qualified to work with the Controlling Authority for Over Head Utilities?

The contractors need to be deemed competent by the local controlling authority (ie. training in the IHSA's Utility Line Clearing Technician Proficiency course).

6. Why are "Class 2 Rubber Gloves" required for ALL trimming removal and brush chipping operations? (as stated in Safety Wear pg. 22-line item 1)

Class 2 Rubber Gloves are to be worn only during tree removals in close proximity to energized conductors.

7. Will an example of the Survey sheet be supplied during the bidding process?

Please see attached example of a Survey Sheet.

8. How many of the removals will require a large crane (20-meter reach).

At this time, there is only one tree removal work order that requires the use of a crane. This work order will be submitted to the vendor who submits the lowest price in this size class.

9. Do you have an example location of where the large crane would be required so we can examine the site?

1058 St. Louis Ave., Windsor, ON.

10. Please clarify the difference between Appendix A Section 2 in regards to with holding 15% tax from payment and where it states "No Holdback on Work Completed" on Page 20. Is there any holdback/withhold of payment on issued invoices?

Appendix A Section 2 refers to a withhold of 15% for payment of a service rendered in Canada to a non-resident of Canada. On page 20, the document outlines that there are no hold backs on work completed. However, each tree and stump removal listed on the invoice will be inspected for quality control and assurance prior to payment being submitted. These inspections may take up to 2 weeks to complete and approve by the City.

Except for the contents of this addendum, all other terms and conditions of this tender remain the same.

END OF ADDENDUM NO. 1

Yours truly,

THE CORPORATION OF THE CITY OF WINDSOR

Elaine Castellan

Elaine Castellan
Purchasing Supervisor

EC/sf

City of Windsor, Forestry Department
2450 McDougall Avenue
Windsor, ON N8X 3N6
forestry@city.windsor.on.ca

OPEN Tree Work Order

Work Order #	100468975	Activity	T-REMOVE	Remove 1 Tree
Initiated Date	9/12/18	Priority	T-P2	TREE PRIORITY 3-30 DAYS
Scheduled Date	9/13/18	Due Date	9/12/19	
Assigned To	T-REMOVAL		TREE REMOVAL CONTR	

LOCATION INFORMATION

Tree ID	58033	Area	IMS - FONTAINBLEU
Address	2708 BUCKINGHAM DR	Sub-Area	
From - To	JOINVILLE AVE - HAIG AVE	Ward	POLITICAL WARD 8
Location	SIDE (STREET) OF PARCEL	Atlas Map #	O7
Additional Location Information	2018 TFR		

TREE INFORMATION

Species	MASI	MAPLE, SILVER	Diameter (cm)	88.00
Botanical Name	ACER02	ACER, SACCHARINUM	Height (m)	15.00
Service Status	T-I	TREE - IN SERVICE	Dist. From Curb	4.00
Planted Date	1/01/35		Location No.	SITE 003
Last Trim Date	1/10/02		Overhead Wires	NO
			Cond. Rating	5-FLAG-RVL

SR INSPECTION INFORMATION

Service Request #	SR Type	Completed Date
Motorola 311 #	Requested Date	
Inspector	Result	
Condition		

WORK ORDER INFORMATION

Initiated By	T-14185	GAETAN TAILLON	Source	TREE INSPECTION GENERATED
Responsibility	TREE CONTRACTOR		Problem	
Maint Type	TREE CONTRACTOR TREE RMVL		Project	
			Grp Project	

Work Order Comments
18-42437 - REMOVE (1) MASI DBH 88CM / CLOSEST TO HYDRO ON SOUTH SIDE OF EMPTY LOT MARKED WITH ORANGE PAINT P2

Completed By	_____	Contractor Inspected	_____
Completed Date	_____	Signature	_____
Result	_____	Condition	_____

COMMENTS

**ADDENDUM NO. 1
TENDER NO. 184-18
TREE & STUMP REMOVAL**

November 23, 2018

I hereby acknowledge receipt of Addendum No. 1 to the Tender No. 184-18 (4 pages).

The information contained therein is hereby noted and account of same will be taken in our tender cost.

This information was received on the _____ day of _____, 20_____.

Signature

Name (Printed)

Company Name

***NOTE: You are required to acknowledge this addendum with your TENDER submission.**

**PLEASE FAX BACK TO (519) 255-9891 OR E-MAIL @ purchasing@citywindsor.ca SIGNED
ACKNOWLEDGEMENT SHEET ASAP**

Attn: Purchasing Department