Addendum #1

REQUEST FOR QUOTATION

RFQ 04-26 - Janitorial Services

Issued November 18, 2026

The Strathcona Regional District (SRD) wishes to issue the following addendum to its Request for Quotations – RFQ 04-26 “Janitorial Services” in response to proponent questions:

Question:
Should daily service be skipped on statutory holidays when the office is closed?

Response:

The scheduling of janitorial services on statutory holidays when the office is closed will be at the discretion of the contractor, provided that all cleaning requirements outlined in the 2027 Janitorial Services Criteria are fulfilled and the required service documentation is completed. The contractor will be responsible for ensuring that any scheduling adjustments do not compromise the required frequency or standard of cleaning services.

Question:

For the tasks listed as "Daily," should service be provided Monday to Friday (five nights per week), or seven days per week?

Response:

For the purposes of the 2027 Janitorial Services Criteria, “Daily” refers to service being provided Monday through Friday (five nights per week), outside of regular office hours.

Question:
The quotation form shows a 2:00 p.m. deadline on December 10, while the BC Bid listing shows 12:00 p.m. Could you confirm which time applies?

Response:

The correct submission deadline for RFQ-04-26, Janitorial Services – Corporate Office, is 2:00 p.m. Pacific Time on Thursday, December 10, 2026, as indicated in the Request for Quotations document.

_____ _____

Signature Name of Firm

_____ _____

Name and Title (Print) Date