



**ADDENDUM # 1**  
**TO THE CONTRACT DOCUMENTS FOR THE**

**Town of Perth Rebranding**

**CONTRACT NO. CS-2021-01**

TO ALL BIDDERS:

January 15, 2020

The following changes, additions, and/or deletions are hereby made a part of the Contract Documents for the RFP for Town of Perth Rebranding, as fully and completely as if the same were fully set forth therein:

The updates include:

- Due to COVID-19, we will accept electronic submissions. Please send them to [reception@perth.ca](mailto:reception@perth.ca) before 11:00am on 27 Jan, 2021.
- Due to COVID-19, there will not be an in-person opening. The opening can be viewed through Zoom at this link <https://zoom.us/j/93248262035?pwd=aE95NXgrb3lFV3RzZ3RwVUpreFdBQT09>
- For section 3.1.2.3 Implementation Plan, Town Staff will provide details of existing assets that are currently branded (eg. Number of vehicles, billboards, signs, etc.). The chosen consultant is expected to provide a recommended plan, including timing and estimated costs.
- The chosen contractor will primarily work with Town Staff for this project, however they will need to present recommendations to Town Council. Final decisions will be made by Town Council.
- The Town has a Survey Monkey account that can be used for any online surveys. We do not have a complete list of emails for our residents, however survey information can be circulated through our social media, website and in our local newspaper.
- Upset budget amount for this project is \$40,000

Yours Truly,



Shannon Baillon  
Director of Community Services

Receipt acknowledged and conditions agreed to this \_\_\_\_\_ day of \_\_\_\_\_ 2021.

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BIDDER

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SIGNATURE