



ADDENDUM # 2
TO THE CONTRACT DOCUMENTS FOR THE

Town of Perth Rebranding

CONTRACT NO. CS-2021-01

TO ALL BIDDERS:

January 21, 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:

- If you are sending an electronic submission, Appendix H is not required.
- Hard copy submissions can be received through the mail slot at the front door of Town Hall, 80 Gore Street East, K7H 1H9.
- If the Appendices do not provide adequate space, please include additional pages with the Appendix number printed at the top of the page.
- Please include any company profile or client listing information as part of Appendix C.
- The process for opening RFP submissions, is that the public portion consists of registering which companies have submitted bids. After that registration, the review team goes into a private session to assess the submissions based on the scoring matrix in the RFP.
- Due to the Provincial Stay at Home Order, the public opening for this RFP will be done remotely. It will be held at 11:15 am on January 27, 2021 at this link: <https://zoom.us/j/93248262035?pwd=aE95NXgrb3lFV3RzZ3RwVUpreFdBQT09>
The opening will consist of the registration of the submissions only, not the final award of the contract.
- The mention of “three municipalities” in section 1.3, 2.14 and 2.16 is replaced with “the Town”.

Yours Truly,



Shannon Baillon
Director of Community Services

Receipt acknowledged and conditions agreed to this _____ day of _____ 2021.

BIDDER

SIGNATURE