



Invitation to Tender (ITT)
Fabrication, Supply and Installation of Wayfinding Signage
Reference #: NGC109480
Buy and Sell Reference #: PW-16-00756736
December 6, 2016

ADDENDA # 1

This Addendum forms part of the contract documents and is to be read, interpreted, and coordinated with all other parts. The cost of all contained herein is to be included in the contract sum. Acknowledge receipt of this Addendum by inserting its number and date on the Tender Form, specifically article G.3 – Addenda. Failure to identify addenda issued by the NGC **will (M)** result in the immediate disqualification of your proposal.

1. Please provide a list of Mondays that the NGC is open between January and April.
 - a. The Gallery is open to the public on the following days: January 2, February 20, 27, March 13, April 17. The Gallery will be open 7 days a week starting on May 1, 2017.
2. Please provide information regarding hours of access to the parkade.
 - a. The parkade is open from 6am – 11pm daily. Work can be scheduled during hours of operation, subject to operational requirements of the Gallery.
3. Please confirm which drawings need to be engineered stamped.
 - a. The drawings that involve structural components, footings, the directories and overhead requirements will need to be engineered stamped.
4. Who will be supplying the power to the exterior signs?
 - a. The NGC will supply power to the exterior signs
5. Which areas of the garage are to be painted? How many columns? How much of each column? Do the doors need to be painted?
 - a. Please refer to the Scope of Work note found on page 2.
6. Is the contractor to install the LED lighting over the parking stations and/or remove existing lighting?
 - a. No, the NGC will be responsible for the LED lighting as indicated on drawing G7.1
7. Are the smoking signs in the garage being removed and replaced?
 - a. The Contractor will remove the smoking signs and be reinstalled, locations will be determined.
8. Can a site plan of the sign locations be supplied?
 - a. Please refer to Appendix L – Sign Locations. Please note this document is draft only.
9. Can the NGC supply paint for touch ups?
 - a. Please refer to the Scope of Work note found on page 2.
10. Curatorial sign – does the contractor remove the concrete base?
 - a. Yes
11. Exterior – who will remove pavers, cut them and put them back?
 - a. The contractor will provide these services



12. Group Entrance, bulkhead signs – can the NGC provide drawings to show installation?
 - a. No
13. Can the contractor use concrete tape & silicone for installation on concrete pillars?
 - a. No
14. Can the Gallery provide storage/staging area for the contractor?
 - a. A small staging area less than 700 square feet will be provided
15. Can the Gallery hold spots for contractor vehicles.
 - a. No
16. Can the contractor use the NGC garbage bins for disposal of signs
 - a. Yes
17. Is it expected that unforeseen work be priced in the tender?
 - a. No, please price the work based on a clean removal and install. The NGC uses a CCN process to address any unforeseen work.
18. Please provide hours for noisy work.
 - a. The information on work hours has been provided in Section C.
19. Inside Galleries – could the new numbers be installed before the old ones are removed?
 - a. No
20. Will a scissor lift be provided for the exterior vestibule/lobby?
 - a. No. Contractors may bring their own, or a rolling scaffold. A lift will require jack posts in the 2 lobbies below. Any proposed equipment must be pre-approved.
21. Can you provide the bidders list?
 - a. No, we are not able to supply this list

Changes to Tender package by the National Gallery

Section A.4.1

“The period for this Contract is **upon contract award** and **ending April 30, 2017.**”

Will now be replaced by:

“The period for this Contract is **upon contract award** and **ending May 31, 2017.**”

Section A.9.2

The deadline to submit questions will now be moved to December 9, 2016 by 11:00 am (EST)

Section C.1 – Scope of Work

- The fit-up (including painting) is excluded from the scope of this project. All fit-up will be done by the NGC.
- The removal of existing signage is excluded for the European, Contemporary and Canadian and Indigenous Galleries.
- The installation in the European Galleries is excluded, the Contractor will fabricate and deliver the signage to the NGC.
- At the completion of the project, all numbering templates will be submitted to the NGC.



Section D.4.2.3

“Provide a list of sign fabrication/installation projects with budgets of \$500,000 or more that your firm has completed during the past 5 years.”

Will now be replaced by:

“Provide a list of sign fabrication/installation projects of similar size and scope that your firm has completed during the past 5 years.”

Appendix I - Signage Program Drawings

Drawings D1/Building Directory will now be redesigned as freestanding. Drawings will be made available to the successful bidder.