



Halifax

Regional Centre for Education

RFP# 4290
Fire Alarm and Emergency Lighting Inspections
Addendum #1

To: All Proponents

Date: July 10, 2026

From: Nancy Rideout, Purchasing Manager
Office: (902) 464-2000 ext. 2222
Email: nrideout@hrce.ca

The bid documents shall be amended, and new drawings and clauses added, and shall become part of the contract documents as follows:

Question 1: We are seeking clarification regarding the mandatory qualification and certification requirements. While the RFP identifies mandatory submission requirements such as the WCB Clearance Letter, Certificate of Recognition (COR), and insurance documentation, we could not find any specific mandatory certification requirements for the technicians performing the inspections.

Please confirm the following:

Question: Are there any mandatory technician certifications required to be eligible for this RFP?

Response: Technicians are required to have certification through the Authority Having Jurisdiction (OFM). This is covered by CFAA.

Question: Is **Canadian Fire Alarm Association (CFAA) Registered Technician** certification mandatory?

Response: Yes, this certification is required. A qualified Fire Alarm Technician who is acceptable to the Authority Having Jurisdiction (OFM) is required, this is covered by the CFAA certification.

Question: Is certification or qualification under **CAN/ULC-S536** or any other ULC standard required?

Response: Yes, as per NFC 6.3.1.2 Fire Alarm Systems shall be inspected and tested in conformance with CAN/ULC-S536



Question: Are there any additional licences, registrations, or certifications that the successful proponent or its technicians must possess before contract award or commencement of work?

Response: No, the CFAA certification is the only required at this time.

Question 2: Please clarify the following section of the scope of work:

“9.3.2 Smoke detectors within elevators: It is the responsibility of the successful Service Provider to contact the HRCE elevator maintenance service provider to arrange for scheduled access to perform testing/inspection of devices within elevator shafts at no extra cost to the HRCE.”

Will the successful bidder be responsible to only coordinate with the elevator company on their regularly scheduled visits to allow access to test the smoke detectors in the elevator shafts/ machine rooms?

Response: The successful bidder will be responsible to contact and coordinate with the elevator company directly to perform testing/inspections at no extra cost.

Proponents are asked to review Section 9.0 for further information around notification procedures for scheduled and unscheduled out-of-service situations.

Question 3: What was the last HRCE Fire Alarm & Emergency Lighting Inspections tender awarded for.

Response: The previous award information can be found here:

<https://procurement-portal.novascotia.ca/tenders/HRCE-4183>

Award amounts were for the estimated value of the initial contract term of 3 years.

Question 4: Would it be possible to have these two pdf documents shared in excel?

Appendix F – Region 1

Appendix F – Region 2

Response: Only PDF documents are available currently.



Halifax

Regional Centre for Education

Question 5: In section 2.4 (other requirements) it states that “a bid security in the amount of 10% of the total price either in the form of a bid bond or certified cheque must accompany the proposal. A legible scanned copy of the bid bond or certified cheque is sufficient during this stage. If awarded, the original version of the bid security will be requested – Not Applicable for RFP 4290”. Is a 10% bid security required for this RFP?

Response: A 10% bid security is not required for this RFP.

Question 6: Please confirm that inclusion of required parties as ‘additional insured’ on the Commercial General Liability insurance is acceptable for this tender per industry-standard practice.

Answer: Yes, the requirement is to have the “Halifax Regional Centre for Education” listed as ‘additionally insured’ only for the Commercial General Liability insurance.

Question 7: We would like to request an extension of the closing date to Thursday - July 23.

Response: An extension has been authorized until Tuesday - July 21, 2026.

RFP Close Date: Tuesday - July 21 2026 at 2pm ATL.

End of Addendum #1 – RFP# 4290

PLEASE SIGN BELOW AND RETURN WITH BID DOCUMENTS:

Signature

Organization Name