Fairfax County PUBLIC SCHOOLS ENGAGE • INSPIRE • THRIVE

Office of Procurement Services
8115 Gatehouse Road, Suite 4400
Falls Church, VA 22042

AUG 28 2019

ADDENDUM NO. 1

TO: ALL PROSPECTIVE BIDDERS

REFERENCE: IFB#2000002876

FOR: Portable Spot Coolers

OPENING DATE/TIME: September 11, 2019 at 2:00 p.m.

IFB MODIFICATIONS:

The referenced Invitation for Bids is amended as follows:

Q1. In the Technical Specifications section, page 12, clause 2.5, what does 2.5 Initial Delivery clause mean?

A1. Change Technical Specification clause 2.5 to read: Monthly Rental – Initial Delivery - FCPS will issue a Purchase Order for each location in need of spot coolers with quantities required for each site. Contractor must supply the specified quantities by the required delivery date.

Q2. In the Technical Specifications section, page 12, clause 2.8 talks about pro-rating – we can possibly accommodate this if it is only applicable to rentals that are 3-months or longer – not clear on how to read the paragraph.

A2. Change Technical Specification clause 2.8 to read: For all rentals that are longer than three (3) consecutive months, FCPS wants a pro-rated amount after 90 days based on 30 days divided by the monthly cost. Example: (If FCPS rented for 5 months and 17 days and the bid was $1050.00 per month. $1050.00 x 5 months = $5,250.00. Then we would take the $1050.00/30 = $35.00 per day. Then we would take $35.00 x 17 days = $595.00. Our rate for 5 months and 17 days would be $595.00 + $5250.00 = $5,845).

IFB CLARIFICATIONS:

The following are responses to questions received via e-mail.

Q3. In the Special Provisions section, page 8, clause 19 Invoicing procedure they call for one-time monthly, summary invoices by Bill to Address on the Purchase order and also indicates that the invoice must be accompanied by one copy of each signed sales delivery ticket. Can this clause be omitted and defer to the Billing term (51) in the general terms section of the document on page 19.

A3. Paragraph 19.1 will remain in the solicitation because other agencies using this contract may want a one-time monthly, summary of invoices by bill to address on the Purchase Order. FCPS will bill per Billing Term 51. When an order is placed by FCPS, it will require a separate invoice for each purchase order immediately upon completion of the shipment or services. The last sentence of 19.1,

JO 8-28-19

will apply to Logistical Services at FCPS "the invoice must be accompanied by one copy of each signed sales delivery ticket." This is used to validate receiving at each school. FCPS will provide a contact number for delivery of spot coolers when placing the order so the contractor knows who to contact when getting to the school.

All other terms and conditions remain unchanged.

Laila Sultan

Laila Sultan
Coordinator

THIS ADDENDUM IS ACKNOWLEDGED AND IS CONSIDERED A PART OF THE SUBJECT INVITATION FOR BIDS.

Name of Bidder

Signature

Date

RETURN A SIGNED ORIGINAL AND COPIES AS REQUESTED IN THE SOLICIATION.

Note: SIGNATURE ON THIS ADDENDUM DOES NOT SUBSTITUTE FOR YOUR SIGNATURE ON THE ORIGINAL BID DOCUMENT. THE ORIGINAL BID DOCUMENT MUST BE SIGNED.