

MAY 08 2018

ADDENDUM NO. 2

TO: ALL PROSPECTIVE BIDDERS

REFERENCE: IFB# 2000002563

FOR: Custodial Equipment, Supplies, and Related Items/Services

OPENING DATE/TIME: May 18, 2018 at 10:00 A.M. (REVISED)

IFB MODIFICATIONS:

The referenced Invitation for Bids is amended as follows:

1. The bid opening date has been extended to May 18, 2018 at 10:00 A.M.
2. Revise Special Provisions, Paragraph 12 to read:

12. BID EVALUATION/CONTRACT AWARD:

12.1 All items listed in this solicitation will be awarded on the basis of:

- (a) Section 1, line items one through thirty-three (1-33) will be awarded on the basis of a firm fixed price to the lowest responsive responsible bidder meeting specifications and/or
- (b) Section 2, line items thirty-four through one hundred and eighty-nine (34-189) will be awarded on the basis of a percentage discount from the current Manufacturer's Price List to the responsive and responsible bidder complying with all terms and conditions in solicitation. Each category will use the highest average percentage discount bid to determine the award.

12.2 Where basis of award is "discount from Price List, the Price List Sheets shall be the currently published National Standard Manufacturer's Price Lists. Each Bidder shall quote the percentage of discount from the Price List cited above and shall furnish a copy with their bid submission. The percentage discount, bid by each bidder, should be a single percentage discount applicable to all PARTS and/or EQUIPMENT items. The percentage discounts shall remain firm for the duration of the contract.

Boat
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- 12.3 Each bidder shall attach to each page of the pricing schedule one copy of one price list, clearly marking the item and column to which the discount is applied, for each item bid. FAILURE TO PROVIDE THE PRICE LISTS SHALL BE CAUSE FOR REJECTION OF THE BID. IF COUNTY STAFF CANNOT IDENTIFY THE ITEM ON THE MANUFACTURER'S PRICE LIST OR VENDOR'S RETAIL PRICE SHEET, AND VERIFY THE BIDDER'S BID PRICE, THE BID WILL BE REJECTED FOR THAT LINE ITEM.
- 12.4 When an award is made and the basis of the award is a percentage discount, the Contractor shall furnish current catalogs and price lists which shall become a part of the contract. The Contractor's name and address shall appear on all catalogs and price lists. Where a price list shows more than one column of prices, the Contractor shall clearly mark the column, which represents the gross prices charged to the County, and those prices must agree with the bidder's original bid. If a fee or charge is to be made, it should be indicated on the Pricing Schedule. The Contractor shall provide the URL for any internet catalogs provided.
- 12.5 Section 1: Custodial Supplies & Equipment item numbers 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 14, 15, 18, 19, 20, 21, 26, 29, 30, 31; Section 2: Custodial Equipment, Percentage Discount item numbers (Category 1) 34 thru 50, (Category 2) 51 thru 67, (Category 3) 68 thru 84, (Category 4) 85 thru 101, (Category 5) 102 thru 118, (Category 6) 120 thru 136, (Category 7) 137 thru 153, (Category 8) 154 thru 170, (Category 9) 171 thru 174, (Category 10) 175 thru 180, (Category 11) 181 thru 184, (Category 12) 185 thru 188, (Category 13) 189 are listed as "No Substitutions Accepted". The items listed herein are used for compatibility and standardization purposes. The brand name(s) designated are for a specific purpose and therefore cannot be substituted with another brand. Only the brand name specified will be considered for award. Bidders offering other than the required brand(s) shall have their bids rejected in its entirety or for that item(s).
- 12.6 The County reserves the right to award the contract in the aggregate, by line item, by section, or by Manufacturer and to make a Primary and Secondary award, based on the best interest of the County.

3. Revise Special Provisions, Paragraph 1.2 to read:

1.2 Bidders are required to include the following with their bid:

- Vendor's legal Authorized Signature (DPSM30 – Cover sheet)
- Pricing Schedule (Appendix B)
- Current Manufacturers Price Lists
- Manufacturer Letter of Authorization
- State Corporation Commission Number (Appendix B)
- Addenda, if applicable

Failure to provide these items shall result in rejection of the bid.

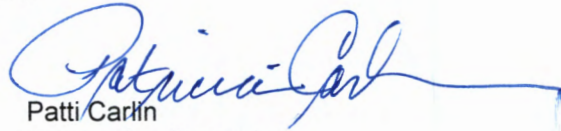
4. Revise Special Provisions, Paragraph 10.1 to read:

10.1 Each bidder must use the attached Pricing Schedule to submit their bid. All bids must show the manufacturer, style/stock number, delivery time, unit price and total price and/or percentage discount for each item for which a bid is submitted, as applicable. **All bidders must return one (1) original (duly marked), three (3) printed copy,*- and one (1) USB flash drive with the bid in a searchable "pdf" format. A complete bid should have:**

- a. Cover Sheet (DPSM30), duly signed;
- b. Appendix B;
- c. Addenda, if applicable;
- d. Current Manufacturers Price Lists;
- e. Manufacturer Letter of Authorization;
- f. Completed W9 Form (must be the latest version, per [IRS.gov](https://www.irs.gov)); and
- g. A notarized statement that the electronic version is a true copy of the original bid.

5. On the Pricing Schedule, Appendix B under Section 2: Custodial Equipment, Percentage Discount, items listed in each category is defined as the highest average percentage discount bid to determine the award.

All other terms and conditions remain unchanged.


Patti Carlin
Purchasing Supervisor

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 SOLICITATION.

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