



PURCHASING DEPARTMENT
DIVISION OF BUDGET & FINANCE

PUR-1383
ADDENDUM NO. 1
INVITATION TO BID

PLUMBING AND HEATING MAINTENANCE SERVICE AT COUNTY FACILITIES

DATE: Tuesday, June 5, 2018

BIDS DUE: Wednesday, June 6, 2018
2:00 P.M.

To Bidders:

This Addendum is hereby made a part of the Contract Documents on which all bids will be based and is issued to correct and clarify the original documents.

Please acknowledge receipt of this Addendum at the appropriate space on the Proposal Form. This Addendum consists of two (2) pages and two (2) attachments.

NOTE: All Bidders must enter the Washington County Administration Complex through either the front door at the 100 West Washington Street entrance or through the rear entrance (w/blue canopy roof) which is handicap accessible, and must use the elevator to access the Purchasing Department to submit their proposal and/or to attend the Pre-Proposal Conference. Alternate routes are controlled by a door access system. Washington County Government has announced new security protocols being implemented at the Washington County Administration Complex at 100 West Washington Street, Hagerstown. The new measures took effect Tuesday, February 14, 2017. The general public will be subject to wand search and will be required to remove any unauthorized items from the building prior to entry. Prohibited items include, but are not limited to: Weapons of any type; Firearms, ammunition and explosive devices; Cutting instruments of any type - including knives, scissors, box cutters, work tools, knitting needles, or anything with a cutting edge, etc.; Pepper spray, mace or any other chemical defense sprays; and Illegal substances.

ITEM NO. 1: *Inquiry:* Based on 'hands-on' experience with WC facilities over the years, we submit the following changes to equipment and devices listed under 2. SPECIFIC SERVICES REQUIRED: on Pages 33-35 of the bid documents (see 'attachment').

Please contact our office with any questions and with direction on how to proceed with computations for this bid.

(NOTE: The wording of all "Inquiries" submitted are displayed exactly as received.)

Response: Please see Attachment No. 1 to this Addendum.

ITEM NO. 2: Inquiry: We are interested in seeing some of the work places for which we request a day and walk through the sides of work.

Response: Refer to the bid document, Page 17, Supplemental Terms and Conditions, Item 1, Access to Sites, and Pages 21-33, Scope of Work, Letter C.

ITEM NO. 3: Inquiry: Has the Washington County Purchasing Department, any budget for the first year?

Response: Yes.

ITEM NO. 4: Inquiry: And we would like to know if the purchasing department has bilingual staff, English / Spanish?

Response: No, the Purchasing Department staff is not bilingual.

ITEM NO. 5: Refer to Attachment No. 1, Pages 1 through 2, Section 2, Specific Services Required, Letter B, Buildings and Locations list; revision resulted in adding equipment that was inadvertently not included in the original Invitation to Bid document.

ITEM NO. 6: The *Revised* Form of Proposal (Attachment No. 2), Pages 1 through 16 are included in this Addendum; the revision was a result of adding equipment that was inadvertently not included in the original Invitation to Bid document. Please see Attachment No. 2

ITEM NO. 7: Bidders shall submit the *Revised* Form of Proposal, Signature to Bids, Debarment and Suspension pages as their submittal no later than **2:00 P.M., Wednesday, June 6, 2018**

By Authority of:



Rick F. Curry, CPPO
Director of Purchasing