



Jayne Burritt, Administrator/CEO

Board of Directors

Chuck Severance, Chair
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Solicitation Number: 2024.007

Addendum Date: November 30, 2023

Addendum Number: 1

Closing Date: January 10, 2024 @ 11:00 A.M. Eastern Time

Total Pages: 1

Heather Anderson

Jon Clark

Adam Cook

Scott Davis

Brian Gard

Rob Glass

Ann Marie Tugwell

John Wright

Questions/Answers:

Question #1: We will be unable to meet 4.2.4. Will you allow suppliers to sell standard carton quantities?

Answer #1: Due to storage limitations at certain properties, it would create a storage and inventory tracking opportunity that impedes PBA's operations. Our practice is to order as needed.

Question #2: How can I get the most previously awarded bid tab for PBA?

Answer #2: This is the first bid for HVAC Air Filters.

Question #3: I have a question related to Attachment L from this bid. It is a quote form, but there is also a full pricing sheet (Section VI) included in the bid documents. Since there is a separate pricing sheet included with all requested items, should bidders put a total amount below and reference the pricing sheet for individual items, or are we required to also itemize everything on this sheet (would need to attach multiple sheets to capture all items)?

Answer #3: Attachment L may be used after the contract has been executed to provide quotes for additional locations and/or filter sizes that may need to be added to the contract; Attachment L does not need to be returned with your proposal. Tab V states suppliers are to complete and include Section VI pricing and is required with your proposal in order to be considered responsive.

End of Addendum #1.

Addendum must be acknowledged in Tab III of the submittal.

Brittany Daniels
Procurement Specialist
Public Building Authority