

 <p>CLAYTON COUNTY <b>Water</b> AUTHORITY</p> <p>1600 Battle Creek Road, Morrow, GA 30260</p>	<b>Water Reclamation (Agri-Plus 650) Pellet Purchasing Agreement</b>	
	<b>ADDENDUM # 1</b>	
	DATE	Friday, December 29, 2023
	RFP NUMBER	2024-WR-2
RFP OPENING DATE	Friday, January 5, 2024 at 2:00 p.m. local time	
<b>ADDENDUM MUST BE SIGNED AND INCLUDED IN YOUR RESPONSE TO THE RFP.</b>		

**REVISIONS:**

1. Replace Table of Contents of the Request for Proposal (RFP) documents with the revised Table of Contents provided with this Addendum. Revision is highlighted in yellow.
2. Replace page 1-2.10 of the RFP documents with revised page 1-2.10R provided with this addendum. Revision is highlighted in yellow.
3. Replace Division 2 Section 3 of the RFP documents with revised Division 2 Section 3 provided with this Addendum.
4. Remove Division 2 Section 7 of the RFP documents, which includes the following forms:
  - a. Georgia Security and Immigration Compliance Act of 2006
  - b. Contractor’s Affidavit and Agreement
  - c. Subcontractor’s Affidavit and Agreement

<i>Acknowledgment of receipt of this addendum must be signed and included in your RFP response.</i>	
COMPANY NAME	
SIGNATURE	
DATE	

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	B – Vendor Form	
	C – Proposal Package Label	

<b>Addenda</b>	(None issued at this time)	
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## **Division 1**

## **Project Description**

### **Section 2: General Overview**

providing the services described herein, project team information including Sub-Buyers, overview of proposed program and approach. The letter should be no more than two pages.

Buyers must organize their proposals in the sequence specified below. The Buyer must respond to all Requirements listed in the RFP. In the event that a Buyer cannot meet a requirement, CCWA will consider a proposed alternative solution that would allow CCWA to fulfill its business needs.

The following sections and content are required in each proposal. Each section must be clearly marked and divided as described below:

#### **A. BUYER EXPERIENCE AND STAFF QUALIFICATIONS**

Buyer must convey he/she has the resources, specialized experience, technical competence and personnel the tasks designated in the scope of work of this RFP.

Provide the number of years in business. Also, provide information on the proposed project team (including any Sub-Buyers) and the role to be played by each member of the proposed team, including the following:

1. Team member name, title and number of years with the firm
2. Brief description of marketing responsibilities
3. Location of home office (City and State)

#### **B. REFERENCES (Revised)**

Provide a minimum of three (3) references for whom similar biosolids or fertilizer marketing, transportation and distribution services have or are currently being provided. **References should not include the Clayton County Water Authority.**

References must include:

1. Name of Company or Person receiving biosolids
2. Brief description of services being provided
3. Year services first provided
4. Are services still being provided
5. Contact person's name, position, email, phone
6. Estimated annual volume of marketed biosolids (tons per year)
7. Description of biosolids marketed

## **Division 2**

## **Bid Requirements**

### **Section 3: Required Proposal Submittals – Revised**

#### **3.1 Proposal submittals:**

The following items are required to be included as part of the proposal submittal. Failure to provide any of these items may result in the proposal being deemed non-responsive. For your convenience, a check box is provided next to the required items, which include but are not limited to:

- A. Cost Proposal Form – *Proposers must submit their completed and signed Cost Proposal Form in a separate sealed envelope.*
- B. Proposer Qualification Information Form.
- C. CCWA SLBE Certificate and/or required SLBE Forms (as applicable). *An indication of “N/A” for “not applicable” must be noted as appropriate.*
- D. Non-Collusion Certificate.
- E. Certification of Absence of Conflict of Interest.
- F. W-9 Form. *Company name must match the Vendor Information Form and must be registered with the [Georgia Secretary of State](#).*
- G. Vendor Information Form. *Company name must match the W-9 Form.*
- H. Copies of all licenses required to perform the work (if applicable).
- I. Any other items as required in this RFP including but not limited to the items contained in the Instructions to Proposers.
- J. All addenda issued.

**END OF SECTION**