

ADDENDUM NO. 1

DATE: April 15, 2019

TO: All Potential Proposers 

FROM: Julie Smith Maxwell, Procurement Specialist

SUBJECT: Addendum No. 1 – Track & Field and Cross Country Services

BIDS TO BE OPENED: April 22, 2019, at 11:00:00 a.m. Eastern Time

This addendum is being published to respond to questions asked by a potential proposer regarding the above-referenced Request for Proposals. This addendum becomes a part of the Contract Document and modifies the original specifications as noted.

Question 1: Under Section 6.8 Auto Liability –Would it be possible to provide a statement regarding the auto liability limits. We are not allowed and have never transported participants in our programs in any vehicle owned by our company.

Response: Yes. If a company doesn't own any autos, or if employees drive their personal autos on behalf of the company, or if a sole proprietor uses his or her personal vehicle, then there are various exceptions that could possibly be made.

Question 2: Workers Comp - May we provide at statement explaining that we are not statutorily required by the State of Tennessee to provide Workers Compensation insurance as we have under 5 employees?

Response: Yes. A firm is permitted to provide a statement stating they have under 5 employees and therefore are not required to carry Workers Comp insurance.

Question 3: On the electronic copy of the submission - would it be acceptable to put this on a USB thumb drive instead of a CD?

Response: The City prefers CD format, as thumb drives consume more space and create bulky record keeping files. However, should a firm provide an electronic copy on a thumb drive, it will be accepted.

END OF ADDENDUM NO. 1