



# THE CITY OF DAYTONA BEACH OFFICE OF THE PURCHASING AGENT

Post Office Box 2451  
Daytona Beach, Florida 32115-2451

Phone (386) 671-8080  
Fax (386) 671-8085

## ADDENDUM NO. 1

DATE: 7/15/2019

PROJECT: **REPAIR, & MAINTENANCE OF ROLL-UP, OVERHEAD, &  
ELECTRONIC DOORS & GATES  
ITB-19581**

OPENING DATE: 7/22/2019 AT 2:00 PM

This addendum is hereby incorporated into the Bid Documents for the project referenced above. The following items are clarifications, corrections, additions, deletions and/or revisions to and shall take precedence over the original documents. Additions are indicated by underlining, deletions are indicated by ~~strikethrough~~.

1. Page 28, IV A.: The City will appoint project managers who will oversee all assigned work for adherence to projected schedules, as well as quality of work from the start date through project completion. All work is subject to inspection throughout the life of the project and prior to submittal of final payment. All invoices must be approved before payment is processed by any one of the City representatives below:

1. Fire Department – Dru Driscoll – [driscoll dru@dbfd.us](mailto:driscoll dru@dbfd.us); or  
Robin Robinson – [robinsonrobin@dbfd.us](mailto:robinsonrobin@dbfd.us)
2. Facilities Department – Joe Paul – [pauljoe@codb.us](mailto:pauljoe@codb.us)

2. Page 28, IV. B.: All services will be approved by one of the project managers. Payment will be made by P-Card for charges under \$1000, and by issuance of a Purchase Order for charges over \$1000. Any and all changes or alterations will require written approval via change order to the Purchase Order by an authorized City representative.

3. Page 28, IV E.: No overtime will be permitted without written permission from the Project Manager. Initial service call will equal the 1 hour rate as stated on the bid schedule. Any time beyond 1 hour will be billed in quarter (1/4) hour increments, and limited to the hours on the site. Labor rates will not include travel time.

4. Purchase order also means work order throughout this solicitation.

5. Page 30, B.: STANDARD WORK HOURS: Service is called for only between the hours of 7:00 AM and 6:00 PM Monday through Friday, excluding City holidays, unless otherwise specified. Labor hours are paid Initial service call will equal the 1 hour rate as stated on the bid schedule. Any time beyond 1 hour will be billed in quarter (1/4) hour increments and limited to hours on site. Contractor must obtain City project manager approval for Contractor's proposed schedule of activities for each order, prior to commencing work on the order.

6. Page 33, D: Contractor will respond to Emergency calls within ~~twenty-four (24)~~ **two (2)** hours. An emergency is to be determined as follows
- Door will not close creating a security issue
  - Door area is unsafe to enter or exit
  - Door will not open causing a delay in routine operation
7. Page 31, VII. A. Bullet 5: Labor will be reimbursed in 1 hour increments for the first hour and  $\frac{1}{4}$  hour increments thereafter.
8. All questions need to be submitted to [purchasing@codb.us](mailto:purchasing@codb.us) by 7/17/2019 at 5:00 PM, to be given consideration.
9. All other terms and conditions remain the same.

The Bidder shall acknowledge receipt of this addendum in Section 7 of the Bid Proposal Form.

The City of Daytona Beach

Kirk Zimmerman, CPPB  
Buyer