



BID ADDENDUM #1

BID 17-013

PROJECT / BID NUMBER: 17-013

PROJECT NAME: WATER TREATMENT CHEMICALS

ADDENDUM NO: 1

ISSUE DATE: 4/6/17

TO ALL RESPONDENTS: This addendum is issued for the purposes of modifying the original Bid, through addition, deletion, clarification or correction as outlined herein. The information provided in this addendum supersedes any information previously provided in the referenced document(s). This addendum and the information contained herein shall be used in the preparation of any bid submitted by the Supplier and shall become an integral part of the contract documents for any contract awarded for the project specified. Please inform all concerned that the Request is modified by this Addendum.

QUESTIONS:

Q1. What do I need to do in order to bid an alternate product? The pricing sheet does not give me that option.

A1. Any new product has to go through a series of testing (during various seasons) to make sure it is compatible with the City's needs before it could be considered. That would typically mean that the testing would take place in one year in order to be deemed acceptable for the next year. Any request to start the testing process for an alternate product must be directed in writing to jjohnson@cityofgriffin.com. The request will then be sent to the plants using the product.

Q2. Can you please tell me if the 10,500 lbs. of carbon will be a one time delivery?

A2. All chemicals are ordered on an as needed basis; quantities will vary and are determined by need and the amount of available storage we have for the different chemicals. For the carbon, you could expect 4-5 orders over the year.

Q3. Would the City accept bids for an alternate product to methanol?

A3. At this time the design of the new plant was around methanol. With that being said, the City plans to stay with the chemical currently in the bid as long as it performs well. You may want to consider starting the testing process (once the City has had an opportunity to monitor performance on the methanol) in order to be considered for next year.

Q4. I am a little confused about how to submit my prices. Can you enlighten me?

A4. Chemicals are a line item bid, meaning you can bid on just one chemical or as many as you want. The price submittal is set up to accept the unit price for the lowest UOM and it will auto-extend. This prevents the problem of drums, totes, etc being different for different companies and ensures that each price would be a true comparison.

In order to minimize confusion during the 'open' process, the City asks that there be as few files as possible and that they are clearly labeled. For example, you may combine the price sheet and all of the administrative papers (acknowledgment, references, etc) in one file and call it Price submittal and submit all of the associated MSDS documentation in a second file. OR you may include everything in one file to be uploaded. The Pricing sheets should be the first sheets in the file.

For the actual submittal, from our website (www.cityofgriffin.com), select Resources and then Bid Opportunities. Select the Water Chemicals bid. On the right side of the screen, select 'Submit Bid' and upload your file(s). No one has access to any of the submittals until the deadline has passed, but I can see that a response was submitted.

Q5. How can I know if I have a 'winning' bid?

A5. Once the open is complete, grid compiled and administrative reviews done, the grid is sent to the evaluation committee, who makes the actual recommends for award. An email listing the recommended awards will be sent to all bidders. Once the Board of Commissioners approves the recommendations, they become final.

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