

November 15, 2019
J.P. Kennedy Building, Suite 9
103 South College Street
Madisonville, TN 37354

The County of Monroe, Tennessee
CGD1110-11-19
Purchase of Copy Machines

To All Known Potential Proposers:

Under this cover, find Addendum I to the Monroe County, Tennessee Request for Bid for the Purchase of Copy Machines.

We look forward to receiving your bids and offer this Addendum to address discrepancies listed in the original bid packet. Please contact Jessi Soileau at jessi.soileau@monroetn.com with any questions.

To be accepted, responses must be submitted pursuant to the bid instructions no later than 10:00 a.m. local time prevailing Thursday, November 21, 2019. Bids will not be accepted via email or fax machine.

We appreciate the time and interest shown by all potential Proposers.

Sincerely,

Jessi Soileau
Purchasing Agent
jessi.soileau@monroetn.com

Addendum I
Monroe County, Tennessee
CGD1110-11-19

Nothing in the Addendum shall be interpreted to, in any manner, address or alter any other Article, Addendum or Attachment to the bid not specifically addressed herein. Articles amended and/or added pursuant to this and/or any other subsequent Addenda shall become part of any contract document arising from the bid.

- Please see page 3 of this Addendum for the corrected “Drug-Free Workplace Affidavit”.
- In an effort to clarify any confusion about the Period of Contract (page 8 of bid document) please note the statement below:
 - The length of the **cash price** contract will be for (1) one year commencing November 1, 2019 through October 31, 2020. The **cash price** contract may be renewed annually for up to two (2) additional years, in twelve (12) month increments, if agreeable to both parties and reduced to written form. At any time during the bid period, Monroe County reserves the right to review all items bid. Monroe County retains the right to re-bid any item because of poor quality, service, or price escalation.

DRUG-FREE WORKPLACE AFFIDAVIT

STATE OF _____

COUNTY OF _____

The undersigned, principal officer of _____, an employer of five (5) or more employees contracting with Monroe County Government to provide construction services, hereby states under oath as follows:

1. The undersigned is a principal officer of _____ (hereinafter referred to as the "Company"), and is duly authorized to execute this Affidavit on behalf of the Company.
2. The Company submits this Affidavit pursuant to T.C.A. § 50-9-113, which requires each employer with no less than five (5) employees receiving pay who contracts with the state or any local government to provide construction services to submit an affidavit stating that such employer has a drug-free workplace program that complies with Title 50, Chapter 9, of the *Tennessee Code Annotated*.
3. The Company is in compliance with T.C.A. § 50-9-113.

Further affiant saith not.

Principal Officer

STATE OF _____

COUNTY OF _____

Before me personally appeared _____, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who acknowledged that such person executed the foregoing affidavit for the purposes therein contained.

Witness my hand and seal at office this _____ day of _____, 20_____.

Notary Public

My commission expires _____.