



April 20, 2020

ADDENDUM 1

Parks and Recreation Signage

Notice to Prospective Bidders:

This addendum containing the following additions, clarifications, and/or changes, is issued prior to receipt of bids and does hereby become part of the original specifications. This addendum supersedes the original specifications in case of conflict. Receipt of this addendum must be acknowledged by signing in the area indicated below. **This addendum must be signed and returned with your bid.** In the event that your bid has been mailed prior to receiving this addendum, you may submit the addendum by email, clearly marked as an addendum to be attached to **“Parks and Recreation Signage, Durham, NC”**. This addendum and your bid must be received by **2PM, on the 1st day of May, 2020**. Failure to do so will result in the disqualification of the corresponding bids.

Issue	Response
Due to the ongoing response to COVID-19 by the City of Durham, all no bids should be mailed, as the DPR Administration Building is closed.	All bids and required documentation shall be sent via email to jill.pafford@durhamnc.gov . A new page in “Instructions to Bidders” is attached.

All other specifications, terms and conditions remain as defined in the initial Bid Advertisement.

I have read and acknowledge receipt of Addendum No. 1:

Company: _____ **Date:** _____

Name: _____ **Signature:** _____



April 17, 2020

Bid No. 20-0034

The CITY OF DURHAM invites your bid for **Parks and Recreation Signage** to be opened at **2:00 p.m. May 1, 2020**. Vendors are not required to be present at the bid opening.

Use this form only, for submitting bids. In submitting your proposal, keep in mind any alterations, changes in bid format, etc. will make it difficult to evaluate bids. All items should be bid in the units, quantities, units of measurements, etc. specified. Do not submit alternates unless requested. The City reserves the right to reject any or all proposals.

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If the City of Durham issues to the bidder a Purchase Order that refers to the Bid Number shown on this bid, the bidder shall provide the quantities of goods required by the City during the period shown in the "Delivery" box on the Purchase Order (which period begins on the Order Date shown on the Purchase Order) unless that period is changed as provided in the bid documents. The bidder will not be obligated to fulfill a Purchase Order for a quantity that is not in accordance with the quantity limitations, if any, in the bid documents. The bid documents include all conditions, specifications, and terms on file in the City's Purchasing Division under that Bid Number.

Return the following: Bid Proposal Form(s), Bid Deposit (if required), Documentation (if required), UBE data forms, and Warranty (if applicable) to **Jill Pafford via email at jill.pafford@durhamnc.gov**.

Complete all three boxes. Failure to give specific information may nullify bid.

Payment Terms _____	Delivery to be ____ days after receipt of order.	Method of Delivery: ___ Truck ___ Rail ___ Other (specify)	Deliveries to be <u>F.O.B. DESTINATION</u>
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I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a bid for the same materials, supplies, or equipment and is in all respects fair without collusion or fraud. I understand collusive bidding is a violation of state and federal law and can result in fines, prison sentences, and civil damage awards. The bidder hereby makes an offer to the City of Durham in accordance with the bid documents, including this Bid Proposal Form and all enclosures. The undersigned individual certifies that he or she is authorized to sign this bid for the bidder.

Date _____ OFFICIAL LEGAL NAME OF BIDDER

The following are enclosed: (check all applicable)

ADDRESS

CITY STATE ZIP CODE

AUTHORIZED SIGNATURE PRINT NAME TITLE

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TELEPHONE NO. FAX NO.

FEDERAL I.D. NUMBER