



## Department of Procurement Services

160 South Hollywood Street · Room 126 · Memphis, TN 38112 · (901) 416-5376

February 8, 2021

RE: Addendum #1: **IFB#02222021 – SCS Districtwide Generator Preventative Maintenance Services**

Dear Bidders:

This Addendum forms a part of the Contract Documents and modifies the Plans and Specifications dated January 29, 2021. The Contractor shall acknowledge receipt of this Addendum on the Bid Form. Failure to do so may subject the Bidder to disqualification.

**Item #1 – PART I: SCOPE OF WORK, SECTION 3.0 SYSTEMS INCLUDED– SUPPLEMENTARY INSTRUCTIONS TO BIDDERS:** Page 2, Paragraph 3, delete: “Pricing is requested for every system, however, Shelby County reserves the right to make multiple awards”.

**Item #2 – PART II: GENERAL TERMS AND CONDITIONS, SECTION 2.0 TERMS OF AGREEMENT – SUPPLEMENTARY CONDITIONS:** Page 4, delete: “The anticipated terms of this contract shall be (1) year(s) with two (2) additional optional years”.

Insert: “The anticipated terms of this contract shall be (1) year(s) with two (2) additional one (1) year options”.

**Item #3 - PART II: GENERAL TERMS AND CONDITIONS, SECTION 21.0 BASIS OF AWARD – SUPPLEMENTARY CONDITIONS:** Delete in its entirety: Contract(s) shall be awarded to the qualified, lowest responsible and responsive bidder(s) offering the lowest bid price on the time and materials bases. Pricing shall remain firm for the initial term of the agreement.

Insert: “The contract(s) will be made in the best interest of SCS, as determined by SCS, to the qualified, lowest responsible and responsive bidder(s) that meet the requirements listed in this IFB. Contract(s) shall be awarded to one or multiple bidders on a per zone basis using Appendix J”.

**Item #4 - PART III: BID SUBMISSION REQUIREMENTS, SECTION 2.0 FORMS (TAB B): – SUPPLEMENTARY CONDITIONS:**

2. Page 12, Item h reads “Completed attached MWBE Documents (Appendix I) (**Mandatory submission with proposal**)”

Page 12, Replace Item h with “Completed attached MWBE Documents (Appendix I) (**Not Required with this IFB**)”

Page 12, Item j reads “Bid Bond, in the amount of 5% of the total amount of the Bid”

Page 12, Replace Item j with “Bid Bond, in the amount of 5% of the total amount of the Bid (**Not Required with this IFB**)”

**Item #5 – Appendix J – SUPPLEMENTARY INSTRUCTIONS TO BIDDERS:** Replace “Appendix J excel spreadsheet” with “Appendix J1 bid excel spreadsheet dated 02/08/2021” to complete bid pricing.

**Item #6 - Site-visit/Walkthrough**—A SCS staff member will be available Wednesday, February 10, 2021 at 10:00 a.m. CST for a site visit/walk thru for all interested bidders at one of the IFB project location(s) Bayer Bldg. 10, Bayer Building Bell St (across from guard shack) and Bayer Building Generators (SCS Head Quarters), 3030 Jackson Avenue, Memphis, TN 38122. All bid responders are required to sign-in at the Bayer Building at the stated date/time and location listed above.

SCS will be practicing “Social-Distancing” for all Pre-Bid/Site-visits/Walkthrough meetings and gatherings during this time period in order to promote a safe and healthy working environment for both employees and perspective bidders. All Bidders are required to wear appropriate PPE gear during these meetings. Bidders will not be permitted to participate in the walk thru without proper PPE attire.

Thank you,  
Procurement Services