

ADDENDUM TO INVITATION FOR BID (IFB)

Issued By: PURCHASING OFFICE BOARD OF EDUCATION OF PRINCE GEORGE'S COUNTY UPPER MARLBORO, MARYLAND 20772-9983	Addendum No. 1	Date of this Addendum September 4, 2018	Number of Pages 2 + Attachment
	IFB No. 010-19	Date IFB Issued August 15, 2018	Date & Hour of Return of IFB September 10, 2018 @ 2:00 pm
	TITLE: <p align="center">Bottled Water Service</p>		

The above **IFB** is amended as follows. **ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.**

The purpose of this Addendum is to **Extend Bid Opening Date, Respond to Clarification Questions and Provide MBE Waiver.**

Bid Opening Date has been Extended: **September 10, 2018 @ 2:00 pm**

Clarification:

- 1. If I submitted a bid in response to IFB 002-19 – Bottled Water Service, do I have to submit a bid for 010-19 to be considered for award?**

Answer: IFB 002-19 Bottled Water Services was cancelled. If you wish to be considered for award, you will have to submit a new bid in response to IFB 010-19 by the due date.

- 2. If we plan on using our own employees for this contract, not a minority business, how do we go about requesting a waiver?**

Answer: The Minority Affidavit, attached to the solicitation, is for the vendor to acknowledge that there is an MBE participation goal on the bid; therefore it must be completely filled out and submitted with bid. If applicable, the waiver is required once the bid has been awarded.

Attachments:

MBE Waiver

Bidders must complete, sign, and return two copies of this Addendum or Appendix G – Addenda Acknowledgement on or before bid opening date. Failure to do so MAY be cause for your offer to be ruled non-responsive and not considered for award.

If your Bid has already been submitted and, because of this Addendum, you desire to modify your offer, you may do so by letter or email provided such notice makes reference to this Addendum and is received prior to the time specified for return of Bid.

Dariya Jackson

September 4, 2018

Buyer's Signature

Date

Company Name of Bidder	Signature of Person Authorized to Sign
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Address	Type or Print Name and Title
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REQUEST FOR
WAIVER

Contractor _____ Name of Project _____

I do hereby request that an exception be granted to the requirement that thirty percent (30%) of the total value of this contract be placed with Minority Business Enterprises.

In connection with the above-captioned project and this request, I hereby certify that I am the _____ and duly authorized representative of

(Title)

(Company Name & Address)

I further certify that I have submitted a Schedule for Participation of Minority Business Enterprises (MBEs), which reflects the percentage and dollar value of MBE participation, which my company expects to achieve for this contract. That percentage is _____ % and the dollar value is \$ _____. Therefore, the Request for Exception is for _____ percentage and _____ dollar value.

To support this Request for Exception, I include the following information as attachments, which I certify to be true to the best of my knowledge, information and belief:

1. A statement of the efforts made by my company to contact and negotiate with MBEs, including the names, addresses and telephone numbers of MBEs contacted;
2. A description of the information provided by MBEs regarding the plans and specifications for portions of the work to be performed;
3. A statement of the efforts made by my company to select portions of the work proposed to be performed by MBEs in order to increase the likelihood of achieving the stated goal;
4. For each MBE, which placed a bid, which my company considers to be unacceptable, we are submitting a statement, which explains the basis for our conclusion that the minority business bid is unacceptable;
5. A list of minority subcontractors found to be unavailable with attached Minority Subcontractor Unavailability Certificate(s).

(Date)

(Signature)

(Print Name)

Sworn to and subscribed before me this _____ day of _____, 20 _____

(Notary Public)
