

CHATHAM COUNTY PURCHASING DEPARTMENT  
ADDENDUM NO. 1 TO ITB#20-0050-7

**FOR: Annual Contract to Provide Emergency Shelter Supplies**

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**PLEASE SEE THE FOLLOWING ADDITIONS, CLARIFICATIONS AND/OR CHANGES:**

1. **QUESTION:** Can you please explain description of the line item # 4 ? Do you need paper towels which can be disposed after the usage or do you need terry towel?  
**RESPONSE:** Any cotton towel is acceptable, terry or otherwise. We are not looking for paper towels. These are to be used as single use/disposable bath towels.
2. **QUESTION:** Terry towels can be reused after washing them so we cannot say disposable towel also please confirm the size and weight of towels? Also bath towels quantity in dozen or each?  
**RESPONSE:** Bath towels should be economical enough that they can be disposed of after a single use if shower facilities are available. Several companies produce towels at, or under, \$1.00 each that could meet this need. As stated on the bid sheet, the unit of measure for the towels is each.
3. **QUESTION:** Ref. Item No. 1 - Do you need cotton thermal blankets 17600 each or dozen.  
**RESPONSE:** As stated on the bid sheet, the unit of measure for the blankets is each. Blankets may be in any form of cotton mix deemed appropriate to provide warmth and comfort for the individuals using said blanket.
4. **QUESTION:** Can we bid line item #1 and 4 only?  
**RESPONSE:** No
5. **QUESTION:** Are samples required with bid before the due date?  
**RESPONSE:** While preferred, samples are not required before the due date. Pictures/images of the items, from multiple angles, and specification sheets for each will be sufficient. Please be prepared to supply a sample if questions arise.
6. **QUESTION:** Can you please provide the last bid award tabulation?  
**RESPONSE:** This is the first solicitation for these goods/services.
7. **QUESTION:** Could you supply me with additional information of the Disposable towel? Is this a paper towel, bar mop or a blue disposable towel?  
**RESPONSE:** See response to Question 2.
8. **QUESTION:** Does a vendor have to bid all items?  
**RESPONSE:** See response to Question 4.
9. **QUESTION:** I did not see a pricing section for transportation fees. Would you like these fees built into the requested bid or separated out as an individual line item? I ask because if deliveries are made to multiple locations within the 3-day period this would result in only one round trip transportation fee. However, if we were asked to deliver to only one location then back to our warehouse, a round trip, then a day later asked to go to another location that could result in another round trip.  
**RESPONSE:** See Revised Bid Sheet
10. **QUESTION:** Our standard cots are 17"x35"x75". Will this size cot be acceptable?

- RESPONSE:** Yes, a 17"x35"x75" is acceptable.
11. **QUESTION:** There is a request for a 3-blade razor. The standard blade that's included in most hygiene kits is a 2-blade razor. We can accommodate a 3-blade razor but they do cost about \$1.00 additional per razor blade.
- RESPONSE:** A 2-blade razor is acceptable.
12. **QUESTION:** Would a 24"x50" disposable towel be acceptable
- RESPONSE:** A cotton, cloth, no smaller than 24"x50" is acceptable.
13. **QUESTION:** Would a covered thick memory foam pad be acceptable versus a mattress for the Enhanced Cots? Mattress on cots can be a safety hazard.
- RESPONSE:** Yes, a foam pad is acceptable.
14. **ADDITION:** REVISED BID SHEET ATTACHED. ALL BIDDERS ARE REQUIRED TO USE REVISED BID SHEET WHEN SUBMITTING THEIR BID.

**THE BID OPENING DATE REMAINS 2:00 PM**  
**JULY 9, 2020.**

**BIDDER IS RESPONSIBLE FOR MAKING THE NECESSARY CHANGES.**

July 6, 2020

DATE



  
\_\_\_\_\_  
MARGARET H. JOYNER  
PURCHASING DIRECTOR  
CHATHAM COUNTY

**REVISED BID SHEET      CHATHAM COUNTY, GEORGIA**

**BID**

**BID NO. 20-0050-7**

**ANNUAL CONTRACT FOR EMERGENCY SHELTER SUPPLIES**

| <b>Item No.</b> | <b>Item</b>                         | <b>Unit of Measure</b> | <b>Qty</b> | <b>Unit Price</b> | <b>Total</b> |
|-----------------|-------------------------------------|------------------------|------------|-------------------|--------------|
| 1               | Blanket, New, Cotton                | Each                   | 17,600     |                   |              |
| 2               | Cots, Enhanced                      | Weekly Rate per Cot    | 440        |                   |              |
| 3               | Cots, Standard                      | Weekly Rate per Cot    | 4,400      |                   |              |
| 4               | Towels, New, Disposable             | Each                   | 56,000     |                   |              |
| 5               | Hygiene Kits                        | Each                   | 28,000     |                   |              |
| 6               | Initial Transportation/Drop-off Fee | Each                   | 10         |                   |              |
|                 |                                     |                        |            | <b>Total Bid</b>  |              |

**Additional Pricing:**

Additional Location Drop-off Fee (applies if additional location is greater than 20 miles from initial location) \$ \_\_\_\_\_

Replacement cost for lost, stolen, or damaged cot \$ \_\_\_\_\_

Cancellation/Restocking Fee \$ \_\_\_\_\_

**ALL FIRMS REQUESTING TO DO BUSINESS WITH CHATHAM COUNTY MUST REGISTER ON-LINE AT [HTTP://PURCHASING.CHATHAMCOUNTY.ORG](http://PURCHASING.CHATHAMCOUNTY.ORG)**

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NAME/TITLE

\_\_\_\_\_  
COMPANY NAME

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
CITY/STATE/ZIP

\_\_\_\_\_  
PHONE/FAX NUMBER