INVITATION TO BID

Arlington Public Schools
Purchasing Office

November 8, 2017

ADDENDUM NO. 1

ITB #: #35FY18

TITLE: TERM CONTRACT FOR PROVISION OF KITCHEN REFRIGERATION EQUIPMENT PREVENTATIVE MAINTENANCE AND REPAIR

DUE DATE: Monday, November 13, 2017, prior to 1:00 PM, Local Prevailing Time

THE SUBJECT INVITATION TO BID IS AMENDED AS FOLLOWS:

Bidder Questions and APS Responses

**Question 1:** Please confirm that the name that appears on our SCC license is the name that we should enter as the “Full legal name of Bidder on page 55 of the ITB?

**Answer 1:** Yes. The company name as registered with the SCC is what should be written on the Bid Form.

**Question 2:** Section 6.5 on Page 3 of the ITB states the Bid Form shall be submitted in an opaque envelope? Does a FedEx or UPS envelope cover this requirement?

**Answer 2:** Yes, but the information required in Section 6.5 must show on the outside of the FedEx or UPS envelope.

6.5 The Bid Form and all required additional documents referenced therein shall be submitted in a sealed, opaque envelope containing the following information on the outside of the envelope:

- Bid in Response to Arlington Public Schools Invitation No. 35FY18
- Bid Closing Date and Time
- Bidder’s Name as appearing on the Bid Form
- Contractor’s Class A License #
- Contractor’s License Expiration Date
This Addendum #1 for ITB 35FY18 – PROVISION OF KITCHEN REFRIGERATION EQUIPMENT PREVENTATIVE MAINTENANCE AND REPAIR, must be signed, dated and received in the Purchasing Office prior to the date and time stated above “OR” acknowledgement of receipt of this addendum may be noted on the Bid Form on Page 19 of the Invitation To Bid.

NAME OF OFFEROR: ________________________________

Address: __________________________________________________________________________

SIGNATURE: ___________________________ DATE: __________________

Kenneth R. Lawson
Kenneth R. Lawson, CPPB, VCO
Buyer/Purchasing Department
1426 North Quincy Street
Arlington VA. 22207
(703) 228-6193
ken.lawson@apsva.us
## PRE-BID CONFERENCE ATTENDANCE LIST

BID # 35FY18 – PROVISION OF KITCHEN REFRIGERATION EQUIPMENT PREVENTATIVE MAINTENANCE AND REPAIRS

Pre-Bid Conference – November 7, 2017 @ 10:00 AM

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<thead>
<tr>
<th>COMPANY</th>
<th>PRINT NAME</th>
<th>e-mail address</th>
<th>SIGNATURE</th>
</tr>
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<tbody>
<tr>
<td>TOTAL</td>
<td>Brian Colberg</td>
<td><a href="mailto:TOTALREFRIGERATION@yahoo.com">TOTALREFRIGERATION@yahoo.com</a></td>
<td>[Signature]</td>
</tr>
<tr>
<td>Kelly HVAC</td>
<td>Chris Kelly</td>
<td>chris.kelly@kelly HVAC.com</td>
<td>[Signature]</td>
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<tr>
<td>Abs</td>
<td>Joshua Makely</td>
<td><a href="mailto:joshua.makely@apsva.us">joshua.makely@apsva.us</a></td>
<td>[Signature]</td>
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<tr>
<td>Purchasing</td>
<td>Kenneth Lawson</td>
<td><a href="mailto:ken.lawson@apsva.us">ken.lawson@apsva.us</a></td>
<td>[Signature]</td>
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