



**ADDENDUM #1 to RFP#31-19AUG19**

**Boone County Purchasing**

613 E. Ash Street, Room 109

Columbia, MO 65201

*Liz Palazzolo, Senior Buyer*

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**BOONE COUNTY, MISSOURI**

**Request for Proposal 31-19AUG19 – Lobby Countertop Including Installation**

**ADDENDUM # 1 - Issued August 13, 2019**

**Prospective offerors are hereby notified of the following revisions to Request for Proposal 31-19AUG19:**

1. The **proposal submittal deadline** is extended:

FROM: 2:00 P.M. August 19, 2019

**CHANGED TO: 2:00 P.M. Central Time August 26, 2019**

Sealed proposals will be accepted until **2:00 P.M. Central Time on Monday, August 26, 2019** in the Boone County Purchasing Office, 613 E. Ash, Room 109, Columbia, MO 65201.

2. Paragraph 1.2 is **REVISED** as follows:

- 1.2 **Proposal Submission Deadline:** All proposals shall be **delivered before 2:00 P.M., Central Time, on Monday, August 26, 2019** to:

Boone County Purchasing Department  
Liz Palazzolo, Senior Buyer  
613 E. Ash Street, Room 109  
Columbia, Missouri 65201-4460

3. Paragraph 1.5 is **REVISED** as follows:

- 1.5 **Proposal Opening:** Proposals will be opened publicly at 2:00 P.M. on **August 26, 2019** but only the names of offerors will be read aloud at the proposal opening. Following contract execution or rejection of all proposal responses, all responses will become a part of the public record and will be released to any person or firm who requests access. **Missouri Sunshine Laws:** Due to applicable sunshine laws and regulations concerning public documents (e.g., Section 610.021 RSMo), the County's proposal file becomes part of the public record at time of contract execution or when all proposals have been rejected.

4. Paragraph 4.1.1(b) is **REVISED** as follows:
  - 4.1.1(b) The proposals must be delivered no later than **2:00 P.M. on August 26, 2019**. Proposals will not be accepted after this date and time.
5. Paragraph 3.1.1(b) is **REVISED** as follows:
  - 3.1.1(b) All work shall be performed on Saturdays and/or Sundays, *or on holidays* in order to minimize *interruption* of business operations at the *Boone County Sheriff's Department*.
6. Paragraph 3.1.2 is **REVISED** as follows (text deleted with correction):
  - 3.1.2 The contractor shall remove and dispose of the existing lobby countertop at the Boone County *Sheriff's Department*. All disposal shall comply with all applicable local, state and federal laws, rules and regulations. Costs of removal and disposal shall be built into the total project cost quoted on the Vendor Response and Pricing Pages of the contract; the County shall not pay additionally for removal and disposal.
7. Paragraph 3.2.1(b) is **REVISED** as follows:
  - b. Color: *Complementary to existing stone and tile colors with the final color to be determined by the Boone County Sheriff or his designate*, examples include "Cumberland" or equal;
8. Paragraph 3.2.1(e) is **REVISED** as follows:
  - e. Pencil Drawers: Minimum *two (2)* plastic laminate pencil drawers, minimum 14" wide X 3-1/2" tall, *equipped with low-profile single drawer knob – pull and placed centered on the two window dividers*;
9. Paragraph 3.2.1(f) is **REVISED** as follows (text deleted):
  - f. Supports: Suitable for use with Solid Surface (see also paragraph 3.1.1(a) herein);
10. Paragraph 3.2.1(g) is **REVISED** as follows:
  - g. Front Side (Lobby Side) Countertop Size: *Minimum width 188" wide on the reception counter window, minimum 12" (depth) with radius corners and rounded edges. The bottom must be enclosed using a suitable laminate material that will aid prevention of tampering and also provides a finished appearance from the underside.*
11. Paragraph 3.2.1(i) is **REVISED** as follows:
  - a. Minimum three (3) cut-outs for deal trays: *the two side trays shall be re-used, and one (1) new center tray must be provided, minimum 14"X16" drop-in counter recessed bullet-resistant deal tray with a sloped profile on the public side to facilitate the public and County staff trading materials such as U.S. currency and small items, etc. The inside of the tray must have a sliding cover that is capable of sealing-off the deal tray as needed. The new tray shall be similar in design and appearance to the two existing deal trays that are to be re-used. Brand reference: Cibullet or equal.*

12. Paragraph 3.2.1(j) is **ADDED** as follows:

*j. Color-compatible window caulking shall be provided and incorporated into the installation;*

13. Paragraph 3.4.3 is **ADDED** as follows:

*3.4.3 As part of project installation, the contractor shall clean-up any wall surfaces that may require old caulk or other material to be removed to provide a finished appearance.*

14. Paragraph 3.4.4 is **ADDED** as follows:

*3.4.3 Time is of the Essence: Time is an essential feature of the contract. The contractor shall complete lobby countertop installation within the timeframe as represented on the Vendor Response and Pricing Pages. The contractor shall agree to begin work not later than the represented date and to complete the work within the time specified or such additional time as may be allowed by the County. If the contractor fails to complete the work in the represented time frame, or as otherwise allowed by the County, the contractor shall be found in breach of contract and the County shall pursue all remedies available under the law.*

15. **REPLACE** items 5.1 Pricing with the following:

**5.1. PRICING:**

The offeror must submit a *total guaranteed not to exceed* price that includes all labor, support, materials and supplies necessary to successfully complete the total countertop replacement project as specified herein.

**Line Item 1: Total Guaranteed Not to Exceed Project Price:** \$ \_\_\_\_\_

Quote a *total guaranteed not to exceed* price for provision of the lobby countertop, supports, all installation materials and supplies, all labor and all other personnel support necessary to successfully perform all work specified herein including any necessary permits. All pricing shall be quoted FOB Destination Freight Prepaid and Allowed, i.e., built into the total price.

**NOTE:** *The offeror shall provide an itemization of the total guaranteed not to exceed project price on the tables from the original RFP, and include the itemization in the sealed proposal along with other information requested on the original Vendor Response and Pricing Pages. An additional question the offeror should respond to in the proposal is below:*

16. *The offeror should address below what the County needs to do to prepare for the lobby countertop installation, e.g., move computers, phones, etc:*

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17. Paragraph 2.1.4 is **REVISED** as follows:

2.1.2 The County of Boone - Missouri, hereafter referred to as "County," proposes to contract with an individual or organization, hereinafter referred to as the "contractor." Offerors responding to this RFP are required to quote **total guaranteed not to exceed** pricing for on the Vendor Response and Pricing Pages for the countertop, supports, materials, supplies, and labor necessary to perform all tasks as specified in this Request for Proposal.

18. Paragraph 3.15.8 is **REVISED** as follows:

3.15.8 Pricing: The contract will be awarded on a **total guaranteed not to exceed** price basis for the entirety of the initial/original contract period.

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19. The County received the following question and is providing the following response:

A: "How long does an MSHP security clearance last?"

*Response: An MSHP security clearance remains on file with the MSHP for 90-days. A public entity such as the Boone County Sheriff's Department has the option of observing a security clearance for a longer period of time.*

This addendum is issued in accordance with the RFP paragraph 1.8 and is hereby incorporated into and made a part of the Request for Proposal Documents. Offerors are reminded that receipt of this addendum should be acknowledged and submitted with Offeror's Proposal including the *Vendor Response and Pricing Pages*.

By:   
Liz Palazzolo, Senior Buyer  
Boone County Purchasing

The OFFEROR has examined **Addendum #1** to Request for Proposal #31-19AUG19, **Lobby Countertop Including Installation** receipt of which is hereby acknowledged:

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City & State: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

Authorized Representative Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Authorized Representative Printed Name: \_\_\_\_\_