



# CITY OF SUFFOLK

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## ADDENDUM NO. 1

City of Suffolk  
IFB #20059-KP  
January 13, 2020

Purchasing Division  
442 W. Washington Street, Room 1086  
Suffolk, VA 23434-5237  
Phone: (757) 514-7520 / Fax: (757) 514-7524  
<http://www.suffolkva.us/739/Purchasing-Division>

The Invitation for Bid (IFB) 20059-KP for Diesel Exhaust Fluid (DEF)-Annual Supplies for the Fleet Management Division has been amended. The following attachments are hereby made a part of the Contract Documents for IFB 20059-KP as fully and completely as if the same were fully set forth therein:

Q 1: Are the quantities for this IFB only delivered in quantities of 40 every 2-3 days because of a storage issue? There are 96 containers on a pallet.

A1: Yes, this would create a storage issue. The City does not have sufficient space to store 96 containers of product.

Q2: Please advise the minimum number of 2.5 gallon containers per delivery.

A2: The minimum number is 40 2.5 gal. containers.

Q3: Based on the information provided, how many vehicles currently use DEF out of the total fleet?

A3: Unfortunately, the City is unable to provide the number of vehicles currently using DEF at this time.

Q4: Is the City interested in going to DEF in a bulk tank at this time or continue with the 2.5 gal. containers?

A4: It is in the City's best interest to continue with the 2.5 gal. containers.

Contract Officer:

Kelly Pittman, Buyer

All other specifications, provisions, terms and conditions of the IFB are unchanged.

Bidder shall acknowledge receipt of this Addendum on the Bid Form.

If you have any questions regarding this Addendum, please contact Kelly Pittman, Buyer at [kpittman@suffolkva.us](mailto:kpittman@suffolkva.us).