



INVITATION FOR BID

City of Suffolk
IFB #20112-JA
July 13, 2020
Purchasing Division
442 West Washington Street, Room 1086
Suffolk, VA 23434
Phone: (757) 514-7522 Fax: (757) 514-7524
<http://www.suffolkva.us/purchasing>

ADDENDUM NO. 1

Electrical Services

Invitation for Bid (IFB) Number 20112-JA for Water Treatment Chemical has been amended/clarified. The following modifications, questions, answers and attachments are hereby made a part of the Contract Documents for IFB 20112-JA as fully and completely as if the same were fully set forth therein:

*Due to restrictions surrounding the COVID-19 pandemic, public access to City facilities is currently prohibited. Therefore, **Bids will be received by Purchasing Division staff on July 22, 2020, at the City Hall loading dock between the hours of 2:00 p.m. and 3:00 p.m. ONLY. ALL BIDS MUST BE SUBMITTED AT THIS LOCATION PRIOR TO 3:00 P.M.** The loading dock is located on the west side of the City Hall building, along Henley Place, across from the Suffolk Police Department building and parking area. Bids will not be accepted at any other building access location.*

Bids will be opened and announced by Purchasing Division staff via audio/video teleconference at 3:30 p.m. (local prevailing time) on the day bids are received.

*To participate in the audio portion of the teleconference: dial (408) 418-9388; when prompted for an access code or meeting number, enter "129 067 4439"; and, follow the instructions provided by the system. If prompted for a meeting or event password, enter "20112". You may also witness the announcement of received bids as they are opened using WebEx:
<https://suffolk.webex.com/suffolk/onstage/q.php?MTID=ec9408cddffac1012c9e81657a5a32f18>*

Participants will be required to enter their first name, last name and email address in order to Join the event.

The actual process of opening and announcing Bids is expected to occur quickly. Therefore, those wishing to participate are encouraged to join the video and/or audio portions of the teleconference in advance of 3:30 pm."

Acknowledgement of this addendum is **NOT** required in the bid.

Bid shall remain due at 3:00 pm on July 22, 2020.

Contract Officer: *Julie Allison*
Julie Allison, Buyer

All other specifications, provisions, terms and conditions of the IFB are unchanged. If you have any questions regarding Addendum Number 1, please contact Julie Allison, Buyer, at 757-514-7522 or via e-mail at jallison@suffolkva.us.