



INVITATION FOR BID

City of Suffolk
IFB #20072-JA
January 22, 2021
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

Sanitary Disposal Services

Invitation for Bid (IFB) Number 21067-JA for Sanitary Disposal Services has been amended/clarified. The following modifications, questions, answers and attachments are hereby made a part of the Contract Documents for IFB 21067-JA as fully and completely as if the same were fully set forth therein:

The Invitation for Bid (IFB) for Sanitary Disposal Services originally issued January 6, 2021, has been revised:

Page 1: Scope of Work - has been amended as follows:

Scope of Work: The intent of this Invitation for Bid (IFB) is to obtain a qualified contractor to provide for the safe handling and sanitary disposal of soiled dressings in lady's restroom facilities. The contractor shall provide Sanitary Disposal Services for approximately seventy-one (76) restroom facilities at fifteen (17) locations for the Departments of Capital Programs and Buildings, Parks and Recreation, Diaper Disposal Services (One Unit) at the Municipal Center and Morgan Memorial Library (one unit) on a monthly basis.

Page 4: Sanitary Disposal Services – has amended as follows:

Units shall be serviced monthly.

Page 5: has been amended to add two additional locations:

Morgan Memorial Library

1st Floor 2 Units
1st Floor 1 Diaper disposal unit

Visitor's Center

1st Floor 3 units

Page 6: Diaper Disposal Services – has amended as follows:

Units shall be serviced monthly.

Page 6: Sanitary Vending Services– has amended as follows:

Contractor shall offer the purchase of feminine hygiene products to include tampons and pads in each ladies' restroom. The contractor shall be responsible for furnishing the dispenser, monitoring, and maintaining the dispenser. All revenues from the dispenser will go to the contractor. The City has approximately twelve (12) sanitary vending machines.

Service of vending machines shall be monthly, including sanitary product refills.

Vending machines shall be provided by vendor free of charge.

The Invitation for Bid (IFB) for Sanitary Disposal Services originally issued January 6, 2021, has had the following questions submitted:

1. Question: In regards to furnishing the disposal units, will the city be purchasing these units to keep after the contract is over or will they remain the contractor's property?

Answer: The units will remain the property of the contractor

2. Question: Does the city prefer wall mounted units or can they be floor units?

Answer: The City prefers floor units.

3. Question: Will the units be placed in each stall or will there be one per restroom?

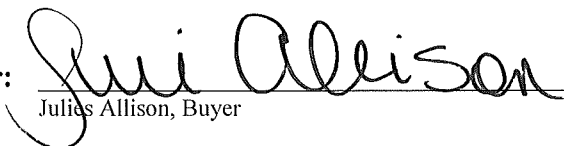
Answer: The unit count is a total of needed units that will be placed in each stall

4. Question: How often are units to be services?

Answer: see amended above.

Please acknowledge receipt of Addendum No. 1 in the space provided on the BID FORM.

Bid opening shall remain at 3:00 p.m. January 27, 2021.

Contract Officer: 
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.