

**Michael Fischer
Interim City
Administrator**

**Jere Wood
Mayor**

ADDENDUM 1

City of Roswell Purchasing Division

INVITATION TO BID #17-170-E

June 6, 2017

To All Prospective Offerors:

The Due Date remains as 2:00 p.m. on Monday, June 19, 2016.

In reference to the ITB listed above, the following answers to questions, additions, deletions and changes are hereby incorporated into the Request for Proposal:

1. In the bid packet there is only one price for each type of extinguisher maintenance. Normally there is a service call and a small price per extinguisher for maintenance. If it is determined during the maintenance that additional work other than annual maintenance, then there is a higher recharge/testing fee added. This is done to prevent people from having to pay a recharge price every year when a recharge is not required. Is Roswell wanting a flat maintenance fee regardless of what is done or will you accept a tiered maintenance fee schedule so you are charged only for what is done

Answer: The City of Roswell is not accepting a tiered maintenance fee as denoted on page 25 the City is requesting the cost to be all inclusive

2. As the annual maintenance is performed on all fire extinguishers throughout this ITB, will the awarded company go to each site (including all parks) or will some fire extinguishers be brought to a central location?

Answer: It will be the responsibility of the awarded vendor to visit each site.

3. What will the schedule for maintenance be on all fire extinguishers? Will all units be inspected during a certain number of months or throughout the full year?

Answer: The extinguishers are on different maintenance schedules and correspondence would be need to be received from an authority referenced on page 37 of the bid document. The extinguishers will be inspected throughout the full year.

4. Are you asking for a price for inspection only or a price for all-inclusive service for anything from a recharge to hydro testing the extinguishers?

Answer: The City is requesting pricing for all-inclusive services.

COMPLETE THIS ADDENDUM, SIGN and SUBMIT with the ITB to:

**City of Roswell – Purchasing Division
Roswell City Hall
38 Hill Street, Suite 130
Roswell, GA 30075**

I hereby acknowledge receipt of Addendum 1 and have incorporated the changes into my proposal response for the above mentioned ITB.

COMPANY NAME: _____ **CONTACT PERSON:** _____

ADDRESS: _____ **CITY:** _____ **STATE:** ____ **ZIP:** ____

PHONE: _____ **FAX:** _____ **EMAIL ADDRESS:** _____

SIGNATURE: _____ **DATE:** _____