



PURCHASING DEPARTMENT
DIVISION OF BUDGET & FINANCE

PUR-1402
ADDENDUM NO. 1
INVITATION TO BID

ON-CALL MOWING SERVICES

DATE: Friday, March 29, 2019

BIDS DUE: Wednesday, April 10, 2019
2:00 P.M. (EDST)

To Bidders:

This Addendum is hereby made a part of the Contract Documents on which all bids will be based and is issued to correct and clarify the original documents.

Please acknowledge receipt of this Addendum at the appropriate space on the Proposal Form. This Addendum consists of two (2) pages.

NOTE: All Bidders must enter the Washington County Administration Complex through either the front door at the 100 West Washington Street entrance or through the rear entrance (w/blue canopy roof), which is handicap accessible, and must use the elevator to access the Purchasing Department to submit their proposal and/or to attend the Pre-Proposal Conference. Alternate routes are controlled by a door access system. Washington County Government has announced new security protocols being implemented at the Washington County Administration Complex at 100 West Washington Street, Hagerstown. The new measures took effect Tuesday, February 14, 2017. The general public will be subject to wand search and will be required to remove any unauthorized items from the building prior to entry. Prohibited items include but are not limited to: Weapons of any type; Firearms, ammunition and explosive devices; Cutting instruments of any type - including knives, scissors, box cutters, work tools, knitting needles, or anything with a cutting edge, etc.; Pepper spray, mace or any other chemical defense sprays; and Illegal substances.

ITEM NO. 1: Refer to the bid document, Page 27, Form of Proposal. Bidders shall submit the original Signature to Bids and the *Revised* Form of Proposal as their submittal no later than **2:00 P.M., Wednesday, April 10, 2019.**

By Authority of:

Rick Curry, CPPO
Director of Purchasing

**ON-CALL MOWING SERVICES
WASHINGTON COUNTY, HAGERSTOWN MARYLAND**

REVISED FORM OF PROPOSAL

All Bid Pricing is to be in accordance with all General Conditions and Instructions to Bidders, Supplemental Terms and Conditions and Specifications as stated within this Invitation to Bid.

BID EVALUATION PROCEDURE: Bids will be evaluated based on the lowest grand total price from responsive, responsible bidders. The low bidder will be determined by use of the prices provided by the bidder in the following hypothetical scenario:

| DESCRIPTION | RATE | TOTAL |
|-------------|--------------------------|----------|
| MOWING | \$ _____ /HR X 20 HRS | \$ _____ |

Grand Total:

_____ DOLLARS (\$ _____)
(Written) (Figures)

REMARKS/EXCEPTIONS:
