



PURCHASING DEPARTMENT
DIVISION OF BUDGET & FINANCE

Q-21-704
ADDENDUM NO. 1
REQUEST FOR QUOTATION

LIQUID DEICER
HAGERSTOWN REGIONAL AIRPORT

DATE: Wednesday, December 8, 2021

QUOTES DUE: Wednesday, December 22, 2021
3:00 P.M. (EDT/EST)

To Vendors:

This Addendum is hereby made a part of the Request for Quotation (RFQ) Documents on which all quotations will be based and is issued to correct and/or clarify the original documents.

Please acknowledge receipt of this Addendum on the Quotation Form. This Addendum consists of two (2) pages.

NOTE: Washington County Government has limited access to the Washington County Administration Complex at 100 West Washington Street, Hagerstown, Maryland until further notice. All Quoters shall allow ample time for delivery of their quote packets. Delivery of quote packets via-courier service or United States Postal Service (USPS) will be accepted. Those quoters who wish to deliver their quote packet in person will need to call 240-313-2330 to receive instructions for dropping off their quote packet.

ITEM NO. 1: *Inquiry:* Is there a budget amount available to the public?

Response: There is a line item within the budget for these products.

ITEM NO. 2: *Inquiry:* we have some concerns over the 48 hour requirement and the 1% per day charge you will impose if products are past that delivery window.

The entire USA is under a nationwide driver and product shortage. We can not guarantee a 48 hour window. In fact, even before COVID packaged goods were 3 to 4 business days. Now with the shortages we are all facing, we are asking for a 7 to 10 business day window for deliveries. And we would not be willing to pay any penalty if the shipment is delayed due to the fact that the current issues in the USA are out of our control. I do not believe there are any suppliers out there today that can offer a 48 hour guarantee. As a matter of fact, we know for certain that some of our competitors are not participating in new RFP's.

ADDENDUM NO. 2

Liquid Deicer

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Page 2

Response: Part 1 of Item No. 2 herein: Refer to Quotation document, Page 2, Notice to Quoters and Instructions, Item No. 3, Delivery; **CHANGE** this paragraph to read as follows:

Deliveries shall be F.O.B. Destination, inside delivery to the Hagerstown Regional Airport as listed in the Request for Quotation document, as required and delivered within **seven (7) to ten (10) days** from order placement. The Hagerstown Regional Airport will submit a purchase order for the contract period and will call or email quantities to be delivered as needed. Orders are not to be filled until a department places an order via phone, fax or email.

Part 2 of Item No. 2 herein: Refer to the Quotation document, Page 2, Notice to Quoters and Instructions, Item No. 4, Delivery Failures; **CHANGE** this paragraph to read as follows:

Failure of a Quoter to deliver according to a mutually agreed upon delivery schedule or failure to make replacements of rejected articles within **seven (7) to ten (10) County-business days**, or as directed by the Director of Purchasing shall constitute authority for the Director of Purchasing to purchase in the open market articles of comparable grade to replace the articles rejected or not delivered. On all such purchases, the Quoter shall reimburse the County, within a reasonable time specified by the Director of Purchasing, for any expense incurred in excess of contract prices or the County may deduct such amount from monies owed the defaulting Quoter. Such purchases shall be deducted from contract quantities.

Part 3 of Item No. 2 herein: Refer to the Quotation document, Page 3, Notice Quoters and Instructions, Item No. 11, Late Charges; **CHANGE** this paragraph to read as follows:

Assessments **may** be made at the rate of one (1%) percent of the total quoted price per day if the successful Quoter fails to deliver by deadline for delivery. This assessment shall be deducted from the invoice price for the scheduled delivery.

By Authority of:



Rick F. Curry, CPPO
Director of Purchasing