

ADDENDUM #1

**To the Request for Proposal Documents for the
Rental of Portable Restrooms and Associated Cleaning and Maintenance Services for the 2017 Season**

Date: February 16, 2017

To All Proposers of Record:

The following changes, additions, and/or deletions are hereby made a part of the RFP Documents for the above noted project, fully and completely as if the same were fully contained therein. All other terms, conditions, and specifications of the original Bid Documents remain unchanged.

1. CHANGE: Section III, Special Event Service. The following paragraph is deleted: *“Units for special events shall be delivered at least one business day prior to the event and picked up the next business day after the event, unless other arrangements are made with the Director of Parks and Planning.”*

The paragraph below shall replace the deleted paragraph:

“Please note that all special events require the units to be dropped off on the Friday before the event and picked up on the following Monday. Special event units only need to be cleaned initially upon delivery or delivered in clean and working order. Additional service calls are not required for special events.”

2. CHANGE: Section III, Special Event Service, subsection B. *“Octoberfest”* (pg 3) The Specifications incorrectly required eight (8) standard units serviced once; and two (2) standard units serviced once. **The correction is:** Eight (8) standard units; and Two (2) ADA units.

3. CHANGE: Delete the Proposal Submittal Form on Page 14. Costs shall be submitted on a monthly cost basis for locations specified under Section II *“Locations and Quantity of Units for Weekly Service during the months of April – October.”* Costs shall be submitted on per *event* basis for the *“Special Event Service.”* All proposers shall utilize the revised Proposal Submittal Form, which is attached to this Addendum 1 to submit their proposal.

All Proposers shall include a printed and signed copy of this Addendum with their response to the Request for Proposal.

The Proposer’s signature below acknowledges the receipt of Addendum #1, issued February 16, 2017 for the RFP for Rental of Portable Restrooms and Associated Cleaning and Maintenance Services for the 2017 Season.

ADDENDUM #1 RECEIVED:

Bidder’s Signature: _____

Bidder’s Name: _____

Company Name: _____

Date: _____

PROPOSAL SUBMITTAL FORM

The undersigned proposes to supply Portable Restroom Units and Services in accordance with the specifications and requirements of this Request for Proposal for the following amounts:

1. **Monthly** cost for each ADA unit, serviced weekly _____
2. **Monthly** cost for each standard unit, serviced weekly _____
3. Extra service call (per unit) _____
4. *Special Event cost for each ADA unit: _____ per event.
5. *Special Event cost for each standard unit: _____ per event.

***Please note that all special events require the units to be dropped off on the Friday before the event and picked up on the following Monday. Special event units only need to be cleaned initially upon delivery or delivered in clean and working order. Additional service calls are not required for special events.**

Company Name _____

Address _____

City / State / Zip _____

Phone _____ email _____

Signed _____

Date _____

With this submittal form, please include the signed Addendum 1, signed and notarized “Contractor Compliance and Certification Attachment” (pages 11-13 of the original RFP Packet) and the contractor’s “Reference List” (page 15 of the original RFP Packet).