March 18, 2019

Ladies and Gentleman:

The purpose of this addendum is to clarify certain portions of the above-referenced project with all prospective vendors.

Clarifications:
C1) Amend IFB Section I.C as follows:

C. PRE-BID CONFERENCE AND SITE VISIT

1. Prior to submitting its bid, each contractor is encouraged to attend the scheduled pre-bid conference to examine the facility and familiarize himself with the full nature and extent of the work to be done. They shall obtain for themselves all information that may be necessary for the satisfactory performance of the contract work and the cost thereof. It is the sole responsibility of the contractor to fully familiarize themselves with the areas involved and the extent of the services required by visual inspection. Failure to visit the site and become familiar with the conditions and requirements affecting the work will not relieve the successful contractor from the provisions of the contract and from completing the work for the consideration set forth.

1. Two (2) site visits are scheduled and listed on the Key Information Summary Sheet. Please note: in order to be considered for award one (1) site visit is mandatory.

2. Towson University is committed to ensuring that persons with disabilities are given an equally effective opportunity to participate in and benefit from the university’s programs and services. Persons with disabilities who might need reasonable accommodations should contact the Procurement Department at least 72 hours before any meetings held in connection with this solicitation at (410) 704-2171.
Questions:
Q1) I see 1 site visit scheduled on the key information sheet but in the procurement objective section there is a reference to there being two site visits. Will there be a second site visit for this project besides the one on 3/18?

A1) At this time Towson University intends to only have one site visit, scheduled for March 18th, and that site visit is NOT mandatory. That reference was made in error.

All addenda will be incorporated into the final contract documents and will be binding on all vendors responding to this solicitation. Each vendor submitting a bid/proposal must acknowledge receipt of all addenda by completing and forwarding Exhibit K (included in the bid package) with the bid response; failure to acknowledge addenda may result in bid/proposal rejection.

If you have any questions regarding this addendum, please contact me at (410) 704-2050 or email me at MLCompton@towson.edu.

Sincerely,

Michelle Compton
Procurement Officer Representative