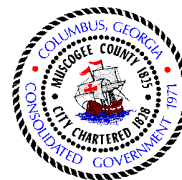


COLUMBUS CONSOLIDATED GOVERNMENT

Georgia's First Consolidated Government



FINANCE DEPARTMENT PURCHASING DIVISION

100 TENTH STREET, P. O. BOX 1340
COLUMBUS, GEORGIA 31902-1340
706-653-4105, Fax 706-225-3033
BidLine 706-653-4536
www.columbusga.org

January 22, 2018

Addendum No. 1

Trophies & Other Miscellaneous Awards (Annual Contract)
RFB No. 18-0028

Proposals should include acknowledgement of receipt for all Addenda:

Authorized Initials: _____ **Firm:** _____

Vendors are informed that the above subject RFB is hereby modified, corrected, or supplemented as specified, described and set forth in this Addendum:

QUESTIONS / RESPONSES

Question 1: Just listing the height of items leaves a wide area for pricing depending on how they are made. For the 2 and 3 post trophies, it is not that bad as the options are pretty standard. But, for items [3.3] and [3.8], they list resin trophies 4-10" and acrylic 4-12". Are you looking at specific awards you have selected already? If I price the cheapest 12" acrylic award I have, then you ask for 4" later, then you would be over paying. If I price 4" resin trophies, and you ask for 12", then my cost would be more than the 4" quoted.

Response: We would like prices on all size resin and acrylic trophies. See Revised Bid Form (attached).

Question 2: Please provide clarification on the vendor providing trophies and t-shirts within 24 hours.

Response: SPECIFICATION CHANGE

The specifications have been amended as follows:

2.0 VENDOR REQUIREMENTS

2.4 Vendor shall be able to provide trophies and t-shirts within a 24-hour period if requested. Please indicate usual delivery time on bid form.

Question 3: We can do most of these things “in house”, but we do not screen print or embroider in house. We have a close partner that does so. Is 4.6 a “must” because it appears that it’s contradictory to #18 on page 5.

Response: #18 on page 5 (Subcontracting) is a clause in the General Provisions. These provisions are included, but may not apply, in all bids. Per the Detailed Specifications, section 4.0 Screen Printed Shirts, page 17, item 4.6: “Must provide “in-house” screen printing. Subcontracting is not allowed.

Question 4: Please advise if you accept partial bids. Please confirm that physical samples will be needed, or if images/renderings will be acceptable.

Response: It is best for the Parks & Recreation Department to award based on one vendor, and not by section. The Department requires all vendors to bid on all items. Physical samples are required.

**Andrea J. McCorvey
Purchasing Manager**

**REVISED
BID FORM
(PRICING PAGES)
TROPHIES & OTHER MISCELLANEOUS AWARDS
(ANNUAL CONTRACT)
RFB No. 18-0028**

IMPORTANT INFORMATION:

PLEASE SUBMIT ONE ORIGINAL AND ONE IDENTICAL COPY OF EACH BID

By signing this Bid Form, the authorized representative understands the City reserves the right to request any omitted information, WHICH DOES NOT AFFECT THE SUBMITTED BID PRICE. Bidders shall be notified, in writing, and shall have two (2) days, after notification to submit the omitted information. If the omitted information is not received within two (2) days, the Bidder shall be deemed non-responsive and the Bid Submission will be deemed "Incomplete". Use the following check-list to verify the items are included in sealed bid:

Bid Form Samples Product Literature Warranty

Contract Signature Page Addenda

Initial below to acknowledge receipt of the following addenda (if any):

Addendum No. 1 _____ Addendum No. 2 _____ Addendum No. 3 _____

The undersigned hereby declares that he has/they have carefully examined the specifications herein referred to and will provide all services and terms of the Columbus Consolidated Government.

DESCRIPTION	Est. Qty	Catalog Page Number	Catalog Item Number	Unit Cost	Extended Total
I. Trophies – 2-Post					
A. 1 st Place – 28"	20			\$	\$
B. 2 nd Place – 26"	20			\$	\$
C. 3 rd Place – 24"	15			\$	\$
Sub-Total					\$
II. Trophies – 3 & 4 Post w/Sublimated billboard on bottom					
A. 1 st Place – 40"	150			\$	\$
B. 2 nd Place – 38"	150			\$	\$
C. 3 rd Place – 36"	150			\$	\$
Sub-Total					\$
III. Trophies – Tombstone w/2 colors					
A. 1 st Place – 19"	123			\$	\$
B. 2 nd Place – 17"	123			\$	\$
C. 3 rd Place – 15"	120			\$	\$
D. Trophy Display Cases	2			\$	\$
Sub-Total					\$
IV. Trophies – Resin w/sublimated plates on bottom w/logos					
A. Minimum 4" Tall and Maximum 10 ½" Tall	745				
4"	200			\$	\$

DESCRIPTION	Est. Qty	Catalog Page Number	Catalog Item Number	Unit Cost	Extended Total
5"	100			\$	\$
6"	100			\$	\$
7"	100			\$	\$
8"	100			\$	\$
9"	100			\$	\$
10.5"	45			\$	\$
Sub-Total					\$
V. Medals w/Neck Ribbons w/Engraving					
A. Minimum 1 3/4" and Maximum 2 1/2"	150			\$	\$
B. Medallion Holders – Plastic or Resin	150			\$	\$
Sub-Total					\$
VI. Acrylic Awards w/CP&R Engraved Logos					
A. Minimum 4" and Maximum 12"	345				
4"	45			\$	\$
5"	40			\$	\$
6"	38			\$	\$
7"	37			\$	\$
8"	37			\$	\$
9"	37			\$	\$
10"	37			\$	\$
11"	37			\$	\$
12"	37			\$	\$
Sub-Total					\$
VII. Various Plaque Sublimated					
A. 4 x 6	10			\$	\$
B. 5 x 7	400			\$	\$
C. 6 x 8	10			\$	\$
D. 7 x 9	10			\$	\$
E. 8 x 10	400			\$	\$
F. 9 x 12	10			\$	\$
G. 10 1/2 x 13	10			\$	\$
H. 12 x 15	10			\$	\$
I. 15 x 18	10			\$	\$
J. 16 x 24	10			\$	\$
K. Solid Walnut Plaque – By Request from CP&R	10			\$	\$
Sub-Total					\$
VIII. Screen Printed T-Shirts – Various Sizes					
A. Short Sleeve T-Shirts - Youth					
1) Small – Medium – Large	200			\$	\$
2) X-Large	200			\$	\$

DESCRIPTION	Est. Qty	Catalog Page Number	Catalog Item Number	Unit Cost	Extended Total
B. Short Sleeve T-Shirts - Adult					
1) Small – Medium – Large	20			\$	\$
2) X-Large	480			\$	\$
3) X X-Large	350			\$	\$
4) X X X-Large	150			\$	\$
C. Long Sleeve T-Shirts - Youth					
1) Small – Medium – Large	100			\$	\$
2) X-Large	100			\$	\$
D. Long Sleeve T-Shirts - Adult					
1) Small – Medium – Large	20			\$	\$
2) X-Large	880			\$	\$
3) X X-Large	96			\$	\$
4) X X X-Large	25			\$	\$
Sub-Total					\$
IX. Embroidered Items					
A. Golf Shirts – Men’s					
1) Small – Medium – Large	20			\$	\$
2) X-Large	30			\$	\$
3) X X-Large	30			\$	\$
4) X X X- Large	10			\$	\$
5) Hats	84			\$	\$
5) Visors	50			\$	\$
B. Jackets					
1) Small – Medium – Large	10			\$	\$
2) X – Large	15			\$	\$
3) X X – Large	10			\$	\$
4) X X X – Large	5			\$	\$
Sub-Total					\$
GRAND TOTAL				\$	

*All shipping, delivery, and/or freight charges must be included in unit price. Columbus Consolidated Government will pay no additional shipping, delivery and/or freight charges.

NORMAL DELIVERY WILL BE MADE WITHIN ____ DAYS.

VENDOR AGREES TO MAKE NEXT DAY DELIVERY (WITHIN 24-HOURS), IF REQUESTED:

____ YES ____ NO

(continued)

THE CITY MAY PURCHASE ADDITIONAL CATALOG ITEMS NOT LISTED ON THE PRICING PAGE.
VENDOR SHALL PROVIDE A PERCENTAGE DISCOUNT OFF LIST PRICE FOR ITEMS NOT LISTED:

_____ %

Vendor Name

Authorized Signature

Print Name of Signatory

If certified as a DBE or WBE, list the certifying agency: _____

*****COMPLETE ALL PAGES AND RETURN WITH BID*****