



OFFICE OF COUNTY PURCHASING

April 30, 2013

**BID 2013-106
ADDENDUM NO. 1**

The following clarifications, corrections, additions, deletions, revisions, modifications and/or changes shall be made to **COMAL COUNTY BID #2013-106 Materials Recovery Facility (MRF) for Comal County** and considered hereinafter to be part of the contract documents.

1. The original Due Open Date has been changed to **May 15, 2013, 2:00 P.M. CST.**
2. Award Date has been changed to **May 30, 2013.**
3. Remove and replace Section 1.2 on Page 4 with:

Complete ITB's shall be received in the Comal County Purchasing Office, 1297 Church Hill Dr., New Braunfels, Texas 78130 no later than 2:00 P.M. on MAY 15, 2013. Bids will be opened at 2:00 P.M. MAY 15, 2013 in the Comal County Purchasing Office, 1297 Church Hill Dr., New Braunfels, Texas. Bidder will be awarded MAY 30, 2013 in Commissioners Court (hereinafter referred to as "Commissioners Court"), 100 Main Plaza, New Braunfels, Texas.

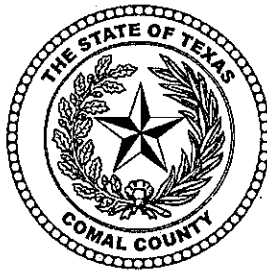
ITB's which are received after the specified time and date, will be returned to the Offeror unopened in accordance with state law. ITB's must be in the possession of the Purchasing Agent by the time and date indicated above. The County will not be responsible for mail or delivery charges, or for charges associated with preparation of ITB or ITB materials.

When sent by mail, Federal Express, Express Mail, or other delivery service, sealed ITB's shall be enclosed in an additional envelope clearly identified on outside as a ITB to County with bidder's/offeror's name and address, ITB name, and ITB date and time. It is the sole responsibility of the bidder/offeror to ensure timely delivery of ITB. The ITB is timely delivered when it is actually received by the Purchasing Office on or before the "DUE DATE". County will not be responsible for failure of service on the part of the U.S. Post Office, courier services, or any other form of delivery service chosen by the bidder/offeror. You may call the Comal County Purchasing Office at (830)643-5850 to verify your response has been received.

NOTE: The Time-Date Stamp Clock located in the Comal County Purchasing Office, will serve as the OFFICIAL CLOCK for the purpose of verifying the date and time of receipt of bids.

4. Remove and replace Section 1.6 on Page with:

Bidder/Offeror will furnish the required materials at the price quoted and will not raise the prices for the one (1) year contract period of MAY 16, 2013 to MAY 15, 2014.



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5. Remove and Replace IMPORTANT BIDDERS/OFFERORS CHECKLIST, Page 24 with corrected IMPORTANT BIDDERS/OFFERORS CHECKLIST (attached).
6. Remove and Replace COMAL COUNTY RETURN LABEL, Page 25 with corrected COMAL COUNTY RETURN LABEL (attached).

A signed copy of this Addendum must be included with the Bid response.

Addendum No. 1 Acknowledged by:

Name

Date

Company

IMPORTANT BIDDERS/OFFERORS CHECKLIST

Check off each of the following as the necessary action is completed

- 1. The ITB/Bidder Certification has been signed and it is the first page.
- 2. The Contract is completed and signed.
- 3. Bidders/Offerors Affirmation Page has been completed and included.
- 4. The Vendor Reference Information Sheet is complete.
- 5. Conflict of Interest Questionnaire has been signed.
- 6. The Comal County HUB Policy has been reviewed and signed if applicable.
- 7. Any addendums have been signed and are included.
- 8. Any required drawings or descriptive literature have been included.
- 9. The price extensions and totals have been checked, if applicable.
- 10. If required, the amount of the bid surety has been checked, and the surety Has been included.
- 11. The mailing envelope has been addressed to:
 - Ramona Womack, CPPB
 - Comal County Purchasing Director
 - 1297 Church Hill Dr.
 - New Braunfels, Texas 78130
- 11. The envelopes have been sealed and marked with (a label has been provided or your convenience):
 - Bid title
 - Bid number
 - Opening date
 - Opening Time

**COMAL COUNTY
RETURN LABEL**

LATE BIDS CAN NOT BE ACCEPTED

SEALED INVITATION TO BID

ITB#:	2013-106
DUE DATE & TIME:	MAY 15, 2013, 2:00 P.M. CST
OPENING DATE & TIME:	MAY 15, 2013, 2:00 P.M. CST
ITB DESCRIPTION:	Materials Recovery Facility (MRF) for Comal County

DATED MATERIAL – DELIVER IMMEDIATELY

PLEASE CUT OUT AND AFFIX THE ITB LABEL ABOVE TO
THE OUTER MOST ENVELOPE OF YOUR RESPONSE

LATE BIDS CAN NOT BE ACCEPTED