



ADDENDUM #1

Request for Proposal (RFP) for the Supply and Delivery of Chemicals to All WRD Water Treatment Facilities

Date of Addendum: November 13, 2018

Please read this Addendum very carefully and make changes in your proposal as appropriate. Additionally, all prospective respondents are asked to execute and acknowledge receipt of this document by signing and dating the “**ACKNOWLEDGE RECEIPT OF ADDENDUM NO. 1**” form enclosed herein and include the executed form with your proposal. **Failure to acknowledge receipt of all Addenda may result in rejection of your proposal.**

NOTICE TO ALL POTENTIAL RESPONDENTS

The Request for Proposal (RFP) is modified as set forth in this Addendum. The original RFP documents and any previously issued addenda remain in full force and effect, except as modified by this Addendum, which is hereby made part of the RFP. Respondents shall take this Addendum into consideration when preparing and submitting their Proposal (Submittal).

1.0 – RFP

Item	Section	Description of Change
1.1	Notice to Proposers, Solicitation Schedule Table	The date for “WRD Board Awards Contract” has been changed from December 5, 2018 to December 19, 2018.
1.2	3.1 Delivery Requirements, Item #2	Item #2 is revised as follows: 2. Delivery of chemical(s) shall be made in quantities and to the location requested by the WRD representative. Delivery shall be made no more than three (3) business days after written order from the District or its representative(s), unless pre-approved by the District. In stating the length of delivery time, the Contractor shall consider Saturday and Sunday as regular workdays.

Item	Section	Description of Change
1.3	3.1 Delivery Requirements, Item #8	<p>Item #8 is revised as follows:</p> <p>8. If the Contractor fails to meet the delivery schedule requested or within the maximum period of three (3) calendar business days, WRD shall reserves the right to deduct the sum of Five Hundred Dollars (\$500.00) per calendar day for each item that does not meet the delivery schedule, as liquidated damages and not as a penalty for breach of Contract. In addition, WRD reserves the right to obtain a like product from other available sources and charge the Contractor the difference in the delivered price to WRD.</p>
1.4	4.0 General Specifications, Item #8	<p>Item #8 is revised as follows:</p> <p>8. Upon award of contract, Contractor (and their transportation companies, if applicable) shall send a list of names of representatives that are authorized to enter the WRD facilities on their behalf. WRD reserves the right to run background checks on any persons that may be authorized to enter their facilities. This list will be kept current and provided to WRD upon any personnel changes. Thirty (30) days notice must be given to WRD before a new employee can be introduced to the site. At least 48 hours prior to all deliveries, the Contractor shall submit the name of the delivery personnel to the chief plant operator. All new personnel are required to receive a site-specific safety orientation before they can perform any work at the site.</p>
1.5	7.5 Project Team and Qualifications, Page 23, 2 nd Paragraph	<p>The 2nd Paragraph on Page 23 is revised as follows:</p> <p>Provide the resumes of all members of the project team, including subcontractor firms, such as delivery drivers, as an appendix. Each resume shall not exceed three (3) pages and shall include name and title, education, years with the company, licenses and certifications (issue and expiration dates), home office location, relevant experience within at least the last five (5) years, and other required qualifications discussed in this RFP.</p>
1.6	Exhibits B-1 and B-2	<p>All “DRAFT” watermarks have been removed from the Chemical Proposal Forms.</p>
1.7	Exhibit E, General Services Agreement Section 9.1.5	<p>Section 9.1.5 Contractor’s Pollution Liability of WRD’s Standard General Services Agreement (Exhibit E in the RFP) shall be replaced with the following text:</p> <p><u>9.1.5 Contractor’s Pollution Liability:</u> The Contractor shall provide and maintain coverage appropriate for the hazardous material/waste activity contemplated in this Agreement. An RFP Addendum shall be issued soon to reflect this change.</p>

2.0 – INFORMATION

The following item(s) are attached to this Addendum.

Item	Description
2.1	Word file of Exhibits A and B (with all “DRAFT” watermarks removed)

END OF ADDENDUM



MANDATORY FORM

ACKNOWLEDGE RECEIPT OF ADDENDUM NO. 1

**Request for Proposal (RFP)
for the
Supply and Delivery of Chemicals to All WRD Water Treatment Facilities
November 13, 2018**

Proposer shall acknowledge receipt of this addendum by detaching, signing and attaching to his/her proposal, one (1) copy of this sheet.

I, _____
Name of Proposer, Company Name

Address, City, State, Zip

hereby acknowledge receipt of Addendum No. 1 to the Request for Proposal (RFP) for the Supply and Delivery of Chemicals to All WRD Water Treatment Facilities and have considered these revisions in the preparation of my proposal. This addendum, consisting of this acknowledgement, shall become a part of any contract made pursuant thereto.

Proposer's Signature

Printed Proposer's Name

Date