



**ADDENDUM  
INVITATION FOR BID  
OVERHEAD DOOR MAINTENANCE, REPAIR, AND REPLACEMENT SERVICES  
CITY OF AUSTIN, TEXAS**

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**IFB: JRD0031**

**Addendum No: 1**

**Date of Addendum: June 27, 2016**

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This addendum is to incorporate the following changes to the above-referenced solicitation.

1.0 Questions and Answers.

(Q1) Are all the doors located in the Travis County area?

(A1) The doors are located at City of Austin supported facilities with most facilities located within Travis County. The City is growing and may annex additional locations in the future, but it is anticipated that the locations added will be within a reasonable distance from the City limits. A few facilities are located in an annexed portion of Williamson County.

(Q2) Can you explain Section 0500 – Scope of Work, Paragraph 3.1.2?

(A2) The City is requesting that the Contractor have a permanent business address established at the time the solicitation bid is submitted. The location can be a branch office as defined by the Contractor.

(Q3) Is the Interested Parties Disclosure form 1295 required with the bid submittal or after contract award?

(A3) The 1295 Form should not need to be submitted with your bid package, it will be requested at the time of contract award.

(Q4) Are the insurance certificates required to submit with the bid submittal or after contract award?

(A4) The insurance forms should not need to be submitted with your bid package, it will be requested at the time of contract award.

(A5) If I wanted to subcontract some of the tasks to other vendors, how would we do that?

(A5) As soon as you determine you would like to subcontract services, you should contact the City's Small and Minority Business Resources Department (SMBR) at (512) 974-7600 to obtain a list of MBE and WBE firms available to perform the service or provide the supplies or materials. SMBR will provide the steps to complete the Good Faith Effort process.

(Q6) I am not sure if I need to subcontract right now, can I decide to subcontract after the contract award?

(A6) Yes, if you decide you want to subcontract after the contract is awarded, you can contact SMBR at (512) 974-7600 and follow the Good Faith Efforts at that time.



2.0 ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.

BY THE SIGNATURES affixed below, this Addendum is hereby incorporated into and made a part of the above-referenced Invitation for Bid.

APPROVED BY:

  
\_\_\_\_\_  
Jonathan Dalchau, Senior Buyer Specialist  
Purchasing Office

6/27/2016  
Date

ACKNOWLEDGED BY:

\_\_\_\_\_  
Vendor Name

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

**RETURN A COPY OF THIS ADDENDUM**  
**to the Purchasing Office, City of Austin, Texas *with your bid.***  
**Failure to do so may constitute grounds for rejection of your bid.**

