



To: All Companies Interested in Submitting a Bid
From: Rebecca Johnson, CPPB, Purchasing Agent
Bid: Printing of Artwork for Pocket Plaza (RFB #PUR0620-211); Dated: June 24, 2020
Subject: Addendum #1 (1 page + revised pricing submittal form)
Date: June 30, 2020

The following questions and/or clarifications were asked relative to the above-listed Request for Bid. This memo is sent for clarification to all companies to whom the RFB was sent.

1. In section 4.2.1, letter F states "Pole pockets at top and bottom of each panel; brackets to be provided by vendor for installation by others". What specifications are there for the brackets? Any photos, links, or additional information would be appreciated to make sure we provide the desired product.

Answer: The pricing submittal form on page 2 of this Addendum has been revised to include the brackets as a separate optional item. The revised form replaces page 15 in the RFB document (Attachment B). Please provide pricing for the printed panels only, with separate pricing optional for brackets if you are able to provide them. If pricing is provided for brackets please also provide descriptive literature or a link to information describing the exact product being bid.

2. In section 4.2.1, letter G states "Welded edges with two (2) metal grommets evenly spaced on each side; set in material when fabricated; total of 4 grommets per panel". Would you be able to provide a photo or some more clarification as to what the welded edges look like?

Answer: "Welded edges" means a heat-welded reinforced hem on each side of the banner in accordance with industry standards.

3. In section 4.2.3, letter H states "Vendor shall supply black metal border/frame, comparable to existing frames on fence, as shown in Attachment C". In the photo of Attachment C; are the frames holding the artwork what is being referenced to match?

Answer: Yes

4. On part 4.2.3 "Information Plaque" - Were you wanting the 9" x 12" metal frame to be free standing or will it be attached to the fence?

Answer: The framed information plaque will be attached to the fence.

All addenda that you receive shall become a part of the contract documents and shall be acknowledged and dated on the bottom of the Signature Page (Attachment B). The deadline for bid submittal is Wednesday, July 1, 2020 before 3:00 p.m. CDT.

BID PRICING SUBMITTAL FORM

The Contractor shall, at its sole cost and expense, provide, perform and complete in the manner described and specified in this Request for Bid all necessary work, labor, services, transportation, equipment, materials, apparatus, information, data, freight and other items necessary to accomplish the Project as defined below, in accordance with the Scope of Work as described in Section 4.0. The Work will also include procuring and furnishing all approvals and authorizations, permits, and certificates and policies of insurance as specified herein necessary to complete the Project.

Pricing for Printing of Artwork for Pocket Plaza:

Description of Work	Qty	Firm Fixed Unit Price	Extended Price
Base Bid – Printed wall panels, fence panels, and information plaque			
Printing and delivery of 8' x 15' vinyl wall panels as specified	4	\$	\$
Printing and delivery of 3' x 4'9" fence panels as specified	5	\$	\$
Printing and delivery of 9" x 12" information plaque as specified	1	\$	\$
Total base bid amount for printing and delivery of all items above:			\$
Optional – Hardware/Frame			
Purchase and delivery of brackets for hanging of 8' x 15' wall panels	4	\$	\$
Purchase and delivery of black metal frame for 9" x 12" plaque	1	\$	\$
Total bid amount for purchase and delivery of optional items above:			\$

Will you hold your pricing firm for 12 months for additional printing if needed? ☐Yes ☐No

If no, how long will you hold pricing firm? _____

Warranty Information: _____

Delivery:

Finished products shall be delivered to the following address:

Sylvia Brueckert
City of Cedar Rapids Community Development Department
101 First Street SE
Cedar Rapids, IA 52401

Due to COVID-19 restrictions City facilities may be closed to the public. The Contractor shall schedule delivery 24 hours in advance to insure that someone will be on site at City Hall to receive delivery. Contact information will be provided to the winning bidder following award.

An approved purchase order will be the document that authorizes work to begin.

Estimated lead time upon receipt of purchase order: _____ calendar days

Name of Company: _____

Authorized Signature: _____

Date: _____