



NEW HANOVER COUNTY
FINANCE DEPARTMENT, PURCHASING DIVISION
ADDENDUM 1

From: Lena Butler, Purchasing Supervisor
To: All Vendors
Project: RFB-Janitorial Supplies for Facilities Management
Date: July 23, 2021

This Addendum is related to the County's Request for Proposals "**RFB-Janitorial Supplies**" and is hereby made a part of said Request for Bids to the same extent as though it were originally therein.

1. How many deliveries are expected within the contract year and would it be for multiple locations? **When ordering hand towels and toilet tissue, we request 200 cases per order stacked no higher than 6 tiers. These will be ordered as needed. Trash liner are ordered all at one time and must be stacked no higher than 8 tiers. All deliveries will be made to one address which is 192 Division Drive, Wilmington, NC 28401.**
2. Section 2 Item 2.2.1 states "Bidders are instructed to submit their bid in a sealed envelope clearly marked "**RFB PURCHASE OF NIGHT VISION GOOGLES.**" **This should be deleted in its entirety. The language was left over from a prior bid. All bids are to be emailed to lbutler@nhcgov.com. This bid is for the purchase of hand towels, jumbo toilet paper, and trash can liners.**
3. We were able to locate the can liners, but as for the *towels* and *tissue*, there are *hundreds* of different options and we want to ensure that the correct items are being provided. It would be helpful to know the certain dispenser in which the product would be used. Please specify the dispenser(s) in which the product would be used: _____
The dispenser we are using for the hand towels is the LoCor D68008. The hand towels should be 8"x800'.
The dispenser we are using for the tissue is the Georgia Pacific 59009. The tissue should be the jumbo 9" 3.3"x1000'.
4. Please confirm item #4 is to be 13 microns as stated in the item specifications.
30x37 clear 13 microns is correct

5. Please confirm the anticipated contract start and end dates.

The effective date of the contract begins when the purchase order is issued to the successful vendor. Bids are due July 30, 2021, so award will most likely be two weeks from that date. With that in mind, the contract is estimated to begin August 16, 2021 and end August 15, 2022. This is an annual contract; however, the County reserves the right to renew and/or extend the contract after negotiations with the successful vendor as stated in 2.20-Contract Term.

6. Will pricing need to be held for the duration of the contract or will quarterly pricing updates be allowed due to fluctuations in the market?

Due to fluctuations in the market, the County is open to quarterly price increases; however, no price increase will be approved during the first 3 months of the contract. After the first three months, price increases may be requested quarterly, and the vendor must demonstrate the reason a price increase is warranted.