



ADDENDUM #1

RFP 20-009

**CIVIC CENTER ELEVATOR**

This addendum is being issued to address questions submitted on RFP 20-009 and COVID-19 Issues.

**Q1.** The bid sheet looks like the City of Commerce wants to receive firm design costs and elevator cost but not the construction costs that will be associated with this. Explain

**A1.** We also need construction cost of the pit, shaft, and small stair relocation. A revised Bid sheet has been uploaded to our website.

**Q2.** How do we view the location with the Civic Center closed?

**A2.** The RFP was obviously written prior to the COVID-19 outbreak. After April 13<sup>th</sup> when the non-essential restrictions are lifted, it is unknown if the Civic Center will be open to public events. Please call 706-335-6417 to schedule an appointment.

**Q3.** Please verify what elevator controller types are acceptable.

**A3.** Proprietary controllers of any kind are not acceptable. The elevator contractor must use one of the following: a) ICON by Vertical Express. Tach systems are excluded and not acceptable. b) GAL controls c) Smart-rise, or d) MCE controls

**Q4.** Are the sealed bids going to be publicly opened or will this be a closed bid?

**A4.** It is a closed bid. Page 4, section 1.10 'RFP Opening' states submittal package will be opened and reviewed by a selected committee. A list of names of firms responding to the RFP may be obtained, after the RFP due date. Vendors are welcome to stay while the review committee opens and reads the firms' name and prices; however, as stated on page 10, section 6.4.1 price **and** the best interest of the City will be taken into consideration and the committee will take additional time before final selection is made.

**Q5.** Can you all accept an email of a proposal?

**A5.** With the current virus outbreak, we will accept email copies. We would like to have the original signed by an authorized representative of the company. It can always be mailed if shelter in place is still active because of COVID-19. Due to the potential size of the file, we cannot guarantee we get it via email. You would need to follow up and verify we are able to open and view the attachment successfully.

This addendum should be signed and returned with your proposal.

James Elrod  
Accounting Manager

Company Name \_\_\_\_\_

Authorized Representative \_\_\_\_\_