



Brazos River Authority

July 9, 2020

Addendum No. 1 Portable Toilet Rentals and Service RFB No. 20-07-1177

It is the responsibility of the Respondent to assure and guarantee by acknowledging the receipt of this Addendum in the Bid that the Respondent has received the Addendum in its entirety, and that the Respondent accepts all conditions contained herein.

Change opening date from July 13, 2020 at 3:00PM to July 15, 2020 at 3:00PM.

See **Revised Bid Form attached to this addendum. Any submission not utilizing the **Revised Bid Form** will be disqualified as non-responsive.**

Question 1:

What are the RFB Contract beginning and ending dates?

Answer 1:

Please refer to Section 8. Term of Agreement of the solicitation for beginning and ending dates.

Question 2:

I noticed that there is no place to put the Delivery and Set-up Fee that needs to be on the bid, where do I put that information?

Answer 2:

See **Revised Bid Form**. Any submission not utilizing the **Revised Bid Form** will be disqualified as non-responsive.

Question 3:

Also on the Request for Bid under #2 Scope of Services that information reads like the bid Bubba's Portable Toilets was awarded (39 Regular Portable Toilets and 7 ADA Handicap Portable Toilets) is there a possibility that the RFB could be for up to that many Portable Toilets? Just curious.

Answer 3:

The contract can be for any amount of portable toilet rentals at anytime.

Question 4:

Will vendor be providing 46 new portable toilets or using what is currently available on site?

Answer 4:

Awarded Vendor will provide their own portable toilets.

Question 5:

Do we need to mark each page of our bid with the Following Information? If so is it ok if we each page hand write

BID: Portable Toilet Rentals and Service

RFB No. 20-07-1177

RFB Due Date 3:00 PM, July 13, 2020

Answer 5:

Do not need to mark each page.

Question 6:

General Instructions to Respondents Question 16

Change of Contract Price: If our Suppliers pricing goes up on the portable Toilet Supplies our understanding is that we can submit those price changes on a written change order or amendment. Is this correct

Answer 6:

Price changes shall be submitted per the contract terms and conditions and shall be approved prior to implementation.

Question 7:

Information Required in the RFB Submittal – Tab Format-Tab B Question 6

State of Texas Licenses – Is this the Texas Commission on Environmental Quality Renewal that we renew each year to transport Waste?

Answer 7:

Yes, along with any other required licenses and permits.

Question 8:

Information Required in the RFB Submittal – Tab Format-Tab B Question 6

Pollution Liability Insurance – I have emailed into our Insurance Agent to see if we have that Pollution Liability, if we do not will that disqualify our bid?

Answer 8:

The bid submission will not be disqualified. The awarded vendor is required to obtain and maintain the proper insurance throughout the contract term per the contract requirements.

Question 9:

Page 8 of 8 Pricing on Portable Toilet Bid Amount

There is no line to put Delivery and Set Up Fees for the Portable Toilets - will you be adding a Line 6 To the Request for Bid - Bid Form?

Answer 9:

See question and answer to #2 above.

Question 10:

Conflict of Interest Questioner Form

I have read the instructions on page 6 and the explanation page that goes with the questionnaire page and both forms are confusing. Can you give an example? Would our current summer Contract with the BRA that started on June 24th through July 31st go Here?

If we do not have a conflict of interest, do we leave this form blank and just write in Bubba's Portable Toilets at the bottom of the Page?

Answer 10:

Please refer to Section 7. Conflict of Interest of the solicitation for an explanation of the form.

Question 11:

Service Provider Contract Pages 1 through 12

Do we fill out these 12 Pages of the Service Provider Contract? If so what do we put in the Blanks at the very bottom of the where it has RFP (OR IF APPLICABLE: RFB: _____ SSS _____

It looks like it is provided so that we can read what the contract could look like

Answer 11:

The Service Provider Contract is an example of the contract the vendor will be required to sign upon award. No need to complete at this time.

Question 12:

Service Provider Contract Pages 1 through 12
Page 10 of 12 Do we go ahead and get the page Notarized also?

Answer 12:

See question #11 above.

Question 13:

Exhibit A- Scope of Work: What goes on this page? The work we are wanting to provide the BRA at Possum Kingdom Lake Recreational Facilities located around the lake?

Answer 13:

See question #11 above, Exhibit A is part of the Service Provider Contract example.

Question 14 :

Exhibit B- Compensation What goes on this page? A breakdown of the Cost to Deliver and Service the 39 Portable Toilets and 7 handicap Toilets, Set up and Delivery FEE and Cost to Clean all 46 Toilets on Monday and Friday of each week during the contract period?

Answer 14:

Same as question #13 above.

Question 15 :

Do you know how long the Brazos River Authority will need these services?

Answer 15:

Please refer to Section 8. Term of Agreement of the solicitation for beginning and ending dates.

Sincerely,

Clarissa Cabrera, CTPM, CTCM

Clarissa Cabrera, CTPM, CTCM
Purchasing Manager



Brazos River Authority



****REVISED BID FORM****
REQUEST FOR BIDS – BID FORM
PORTABLE TOILET RENTALS AND SERVICE
RFB No. 20-07-1177

Base Bid Item	Description	Quantity	Bid Amount
1	Regular Portable Toilet Rental Fee Per Day	1	\$ _____
2	Regular Portable Toilet Rental Fee Per Month	1	\$ _____
3	ADA Accessible Portable Toilet Rental Fee Per Day	1	\$ _____
4	ADA Accessible Portable Toilet Rental Fee Per Month	1	\$ _____
5	Cleaning Service and Restocking of Portable Toilet Rentals per Service	1	\$ _____
6	Delivery and Set Up Fee – Per Portable Toilet Rental	1	\$ _____
7	Removal and Break Down Fee – Per Portable Toilet Rental	1	\$ _____

**ACKNOWLEDGMENT OF REQUEST FOR BIDS AND
RECEIPT OF ADDENDA**

RESPONDENT MUST ACKNOWLEDGE RECEIPT OF THIS REQUEST FOR BIDS AND ADDENDA BY SIGNING BELOW AND SUBMITTING THIS ACKNOWLEDGEMENT WITH YOUR BID. FAILURE TO SIGN THIS ACKNOWLEDGEMENT WILL DISQUALIFY THE BID AS NON-RESPONSIVE. SIGNATURE MAY BE DIGITAL, ELECTRONIC OR HAND WRITTEN.

This acknowledgement shall become part of your response and the subsequent contract documents if applicable.

ACKNOWLEDGMENT OF REQUEST FOR BIDS:

Respondent hereby acknowledges that it has received and read the Request for Bids and all Addenda, and that this Bid is made in accordance with the provisions thereof. Respondent acknowledges that this Bid meets or exceeds all terms, requirements, conditions, and/or specifications set forth in the Request for Bids and Addenda, and exceptions or deviations from such terms, requirements, conditions, and/or specifications, if any, have been clearly and conspicuously identified as such in the Bid.

Does your company have 10 or more full time employees? Check one box only.

YES

NO

Name of Firm (Respondent)

Signature – Authorized Representative

Printed Name

Date

E-mail Address

Telephone Number