



CITY OF ROCKVILLE
Procurement Department
111 Maryland Avenue
Rockville, Maryland 20850-2364
Phone 240-314-8430 Fax 240-314-8439

ADDENDUM 1

DATE: August 21, 2025

REFERENCE: City of Rockville
Invitation for Bids:

IFB 04-26
Supply of 15% Sodium Hypochlorite

Scheduled Submittal Deadline:

Friday, August 29, 2025 at 2:00 P.M. (EST)

NOTE: This addendum must be signed and submitted with your quote submittal. Failure to submit this addendum shall deem the bidder non-responsive.

QUESTIONS AND ANSWERS:

1. Pricing is tailored to the unique requirements of each municipality. While it may seem natural to compare pricing across jurisdictions, it's important to understand that several key factors influence the final cost. Scope of services, annual volume, delivery volumes, distance, freight, risk among other things incorporate the bid price. Can this be removed? "Should the awarded vendor, at any time during the life of the contract, sell materials of similar quality to another customer, or advertise special discounts or sales, at a price below those quoted within the contract, the lowest discounted prices shall be offered to the City."

Yes, this can be removed. See the modifications to the IFB below.

2. Is delivery required in 48 or 72 hours? Page 18/28 3.13 Ordering and Delivery Schedule Upon award, orders will be placed on an "as needed" basis by the Water Treatment Plant Superintendent. All chemical orders shall be delivered within (72) hours after placement. Page 24/28 Delivery Schedule: As needed, typically within 48 hours of request. Deliveries may occur weekdays between 7:00am – 4:00pm.

Required delivery within 72 hours will be sufficient as staff will coordinate. See the modifications to the IFB below.

3. If the city were to reject a price increase does the vendor have to renew the contract at the same, price, terms, and conditions? Page 17/28 price adjustments may be permitted only for changes in the contractor's cost of services and materials and may not exceed the increase in the Producer Price Index (PPI). The Contractor shall give not less than sixty (60) days advance notice, in writing, of any chemical price increase to the Purchasing Division. The notice shall document the proposed amount and effective date for each chemical subject to an increase. A request for a price adjustment is subject to approval or rejection by the City.

The vendor will need to either renew at the current agreement price or the chemical will have to be rebid on the open market.

IFB MODIFICATIONS:

1. Section III ("Special Terms and Conditions"), section 3.5 ("Option to Renew Contract Period"), item E., shall be deleted in its entirety.

2. Section IV (“Technical Requirements”), section 4. (“Delivery and Handling”), shall be modified to delete the item titled “Deliver Schedule” in its entirety and replace the following:

- **Delivery Schedule: As needed, typically within 72 hours of request. Deliveries may occur weekdays between 7:00am – 4:00pm.**

Please sign below to acknowledge receipt of addendum and return with your bid.

Company Name

Authorized Signature

Date