

ADDENDUM TO BID DOCUMENT

ADDENDUM NUMBER: #2

DATE OF ISSUANCE: 2/20/2020

PAGE NUMBER: 1 of 3

BID NUMBER & TITLE: 20-080B Provide EOC Position Training

ISSUING OFFICE:



Purchasing Division
Matanuska-Susitna Borough
350 East Dahlia Avenue
Palmer, Alaska 99645
Phone: 907-861-8601
Facsimile: 907-861-8617
Email: purchasing@matsugov.us

PREVIOUS ADDENDUM ISSUED:

Addendum Number	Date of Issuance
1	2/20/2020

DEADLINE FOR SUBMISSION OF QUESTIONS:

As Advertised: 2/18/2020 @ 5:00 PM
Revised by Addendum Number: 1
Revised to: 2/20/2020 @ 5:00 PM

DATE AND HOUR OF BID OPENING:

As Advertised: 2/25/2020 @ 3:30 PM
Revised by Addendum Number: 1
Revised to: 2/28/2020 @ 12:00 PM

The following corrections, changes, additions, deletions, revisions, and/or clarifications are hereby made a part of the Contract Documents. In case of conflicts between this Addendum and previously issued Documents, this Addendum shall take precedence. **The bidder must acknowledge receipt of this Addendum in the space provided on the Submittal Page**, failure to do so may subject the bidder to **disqualification**.

CHANGES TO THE BID DOCUMENT:

1. Revised bid form has been provided in this addendum. Bidders must use this revised bid form to be considered responsive to this bid.

Award will be made to the lowest responsive and responsible bidders based on Schedule A or Schedule B, whichever is the lowest total cost to the borough. It is the intent that two contracts will result from Schedule A or one contract will result from Schedule B. See attached revised bid form.

CLARIFICATIONS RESULTING FROM BIDDER'S QUESTIONS:

1. Q: The bid specification reserves the right of the borough to combine classes in order to minimize travel costs. Should travel costs be listed in the bid or separated as reimbursable costs? If included in the bid is it acceptable to list two prices, one with separate classes and one with combined classes?

A: Travel costs must not be listed in the bid or separated as reimbursable costs. See "Changes to the bid document" item #1, in addition see attached revised bid form.

ADDENDUM ATTACHMENTS:

1. Revised Bid Form (2 pages)

END OF ADDENDUM

APPROVED BY: Signature on File

BID FORM
SOLICITATION 20-080B
Provide EOC Position Specific Training

Provide all personnel, material, supplies, equipment, transportation and all other items as may be required to complete the services identified within the Scope of Services of this solicitation.

Award will be made to the lowest responsive and responsible bidders based on Schedule A or Schedule B, whichever is the lowest total cost to the borough. It is the intent that two contracts will result from Schedule A or one contract will result from Schedule B.

Place "NO BID" in the Bid Price column if not bidding on a particular course.

SCHEDULE A		
Bid Item	Description	Bid Price
1.	Instruct NIMS ICS All-Hazards Liaison Officer Course – Course E0956	\$
2.	Instruct Plans Section Chief – Course E0962	\$

SCHEDULE B		
Bid Item	Description	Bid Price
1.	Instruct NIMS ICS All-Hazards Liaison Officer Course – Course E0956 AND Instruct Plans Section Chief – Course E0962 in consecutive weeks to reduce travel costs.	\$

Company Name

Date

Signature

BID FORM (Continued)
SOLICITATION 20-080B
Provide EOC Position Specific Training

By signing below, the Bidder is hereby certifying to the following –

1. The Bidder has carefully examined the bid documents for this solicitation and agrees to perform all specified services for the sum(s) provided above.
2. The individual signing below, or the firm association or corporation of which they are a member, has not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with this solicitation.
3. The individual signing below is authorized by the firm association or corporation to bind such association or corporation to a legal contract.
4. The individual signing below, or the firm association or corporation of which they are a member, is not debarred or suspended from doing business with the Matanuska-Susitna Borough.

They are acknowledging receipt of the following Addenda Numbers (if no addenda have been issued, either leave blank or write "N/A"):

Acknowledge Addenda Here _____

Company Name

Date

Mailing Address

Signature

City, State and Zip Code

Printed (or typed) Name

Contact Person (printed or typed)

Title (printed or typed)

Phone Number

Email Address

Facsimile Number

It shall be the responsibility of the Bidder to see that their bid is received at or before the date and time fixed for opening.

To be considered responsive, Bidders should include the following with their bid:

- ✓ Signed Bid Form (acknowledging Addenda if applicable)
- ✓ Other Items required in Instructions to Bidders & Specifications/Scope of Work
 - FEMA or NWCG Certification
 - 5 Previous Instruction Contracts
- ✓ Certification Regarding Lobbying – Attachment 1
- ✓ Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Attachment 3