



## **ADDENDUM I**

**SUBJECT:** 6100018895 Formal Invitation for Bid Annual Contract for Electrolyte Replacement Drinks, Scheduled to Open: Wednesday, April 23, 2025; Date of Issue: Friday, April 4, 2025

**FROM:** Jennifer Johnson  
Procurement Administrator

**DATE:** April 21, 2025

**THIS NOTICE SHALL SERVE AS ADDENDUM NO. I - TO THE ABOVE REFERENCED INVITATION FOR BID**

**THE ABOVE MENTIONED INVITATION FOR BID IS HEREBY AMENDED AS FOLLOWS:**

- 1. THE BID OPENING DUE DATE HAS BEEN REVISED TO APRIL 28, 2025; 2:00PM CT.**
- 2. SECTION 005 – Supplemental Terms & Conditions for the referenced solicitation is revised as follows:**

**Original Contract Term.**

This contract shall begin upon the effective date of the ordinance awarding the contract, on the City Manager or designee approved contract effective date as applicable. This contract shall begin upon the date specified in the award letter, if it does not exceed \$50,000.00. This contract shall terminate on June 30, 2028.

**Renewals.**

At City's option, this Contract may be renewed under the same terms and conditions for two (2) additional one (1) year period(s). Renewals shall be in writing and signed by Director, without further action by the San Antonio City Council or City Manager or designee as applicable, subject to and contingent upon appropriation of funding therefor.

**Temporary Short-Term Extensions.**

City shall have the right to extend this contract under the same terms and conditions beyond the original term or any renewal thereof, on a month to month basis, not to exceed three months. Said month to month extensions shall be in writing, signed by Director, and shall not require City Council or City Manager or designee approval as applicable, subject to and contingent upon appropriation of funding therefor.

**Temporary Contract Pending Award of Contract by City Council, City Manager or designee.**

Occasionally, the City has a need for goods or services prior to the date set for the San Antonio City Council or the City Manager or designee as applicable, to consider a contract for award. If such a situation arises with regard to this solicitation, and if City intends to

recommend Vendor's bid to the City Council, or City Manager or designee as applicable, for award of a contract, City may require Vendor to provide goods or services prior to the date set for City Council, or City Manager or designee award, to consider the bid for award of a contract. City shall provide Vendor advance written notice if such occasion arises.

In such event, City's written notice shall constitute acceptance of Vendor's bid and shall result in a temporary contract to provide goods and/or services until City Council, or City Manager or designee, considers and awards the contract contemplated in this solicitation. The total expenditure under the temporary contract shall not exceed \$50,000. The temporary contract shall begin on the date set forth in City's written notice and shall terminate when the total expenditure reaches \$50,000, or upon subsequent written notice from City, whichever shall occur sooner. Should City Council or City Manager or designee authorize award of a contract, to Vendor pursuant to this solicitation, said award shall automatically terminate the temporary contract upon the effective date of the newly awarded contract.

During the term of the temporary contract, all goods or services shall be provided in accordance with the terms and conditions contained in this solicitation, with the exception of the Original Contract Term, which is modified as indicated above for the temporary contract.

Acceptance of Vendor's bid for the purposes of award of a temporary contract does not constitute award of the full contract with the Original Contract Term. Such a contract may only be awarded by the San Antonio City Council by passage of an ordinance, or by the City Manager or designee as applicable. Neither does award of a temporary contract obligate City to recommend Vendor's bid for award to the City Council, or to the City Manager or designee, or guarantee that the City Council or City Manager or designee will award the contract to Vendor.

*Shelly Reynolds* Signed for

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Jennifer Johnson  
Procurement Administrator  
Finance Department – Procurement Division

**Acknowledged and Agreed:**

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

Address \_\_\_\_\_

City/State/Zip Code \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_