



ADDENDUM III

SUBJECT: Annual Contract for Decorative Metal Chairs and Benches (IFB 6100019179), Scheduled to Close: Monday, August 25, 2025; Date of Issue: Friday, August 1, 2025

FROM: Jennifer Johnson
Procurement Administrator

DATE: August 25, 2025

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

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

- 1. Modify: The IFB opening date has been extended to August 29, 2025; 2:00 PM CT.**

QUESTIONS SUBMITTED IN ACCORDANCE WITH SECTION 003, RESTRICTIONS OF COMMUNICATION:

- Question 1: Does the delivery location have a loading dock or a forklift on site for offloading skids?
Response: Yes, the delivery location has a loading dock, a forklift, and forklift operator capable of offloading skids. If a City provided forklift and operator are needed to complete the delivery, the Supplier should plan accordingly to confirm availability with the City on the expected date of delivery.
- Question 2: Is the delivery location able to accept shipments secured with load bars?
Response: It is understood that load bars are used to secure goods and supplies during transport but are removed at the delivery site to allow for accessing and unloading the items. The deliverer is expected to have the capability to remove load bars if the load bars prevent access or compromise the safe unloading of items.
- Question 3: Delivery will require multiple truckloads—will the City accept trucks delivered approximately one week apart until the order is fulfilled?
Response: The City does not anticipate placing single annual orders for the entire estimated quantity of chairs (50) and benches (100) needed each year. Instead, orders are placed on an as-needed basis throughout the term of the agreement. Orders may range from a quantity of 4 to 20 items or more, depending on the City's need. Staggered deliveries to fulfill an order are acceptable if the final delivery is completed within 45 calendar days of receiving the City's purchase order unless otherwise agreed to by the City.
- Question 4: Is there a City-approved foundry for the castings?
Response: No, the City does not have a designated and/or approved foundry for the castings.
- Question 5: Are "25 units" total or 25 units per color? If total, please provide the color breakdown.
Response: This IFB is for complete chairs and benches only; it does not include standalone replacement slats, and there is no 25-unit quantity in the solicitation. Chair slats are finished in black and bench slats in dark green per the specs. If the City adds replacement slats as a separate item, we'll issue an addendum with quantities and any color breakdown.

Question 6: Will the City provide the designated storage area referenced (original packaging, well-ventilated area)?
Response: Storage" in Section 4.3 refers to the conditions the items are stored and maintained in prior to final delivery to the City.

Question 7: Can you confirm whether installation is required, or is this bid for delivery only?
Response: The Scope of Services for this solicitation includes the fabrication, painting, and delivery of chairs and benches. It does not include installation.

Question 8: Are we able to submit more than 1 option? (design/ style of bench and chair and pricing)
Response: Attach more than 1 pricing page with corresponding drawings.
Yes. Vendors may submit alternate options. Refer to Section 003 – Instructions for Bidders; Alternate Bids. Alternate bids may be allowed at the sole discretion of City.
Electronic Alternate Bids Submitted Through the Portal. All alternate bids are recorded with original bids when submitted electronically.
Bidder must submit alternate price and corresponding drawings/specs for each alternate option. All alternate items must meet or exceed the minimum specifications and delivery requirements.



Jennifer Johnson
Procurement Administrator
Finance Department - Procurement Division