



# Upper Occoquan Service Authority

*Leader in Water Reclamation and Reuse*

14631 COMPTON ROAD, CENTREVILLE, VIRGINIA 20121-2506  
(703) 830-2200

October 22, 2021

## TO ALL IFB RECIPIENTS:

**For UOSA IFB 22-01 provide and Install Electric Valve Actuators**

**SUBJECT: Addendum # 3**

The above numbered solicitation is amended as set forth below. The hour and date specified for receipt of offers:

☒ is not extended

☐ is extended

**OFFERORS MUST ACKNOWLEDGE** receipt of this Addendum by one of the following methods:

- a. By acknowledgement of this Addendum on Submission Form submitted with the proposal;
- b. By referencing its receipt in your Transmittal Letter

If by virtue of this Addendum you desire to change a proposal already submitted, such change may be made by letter, provided it includes reference to the solicitation and this Addendum and is received prior to the due hour and date specified.

## DESCRIPTION OF ADDENDUM:

1. The following question was received prior to the extended deadline for questions and the answer has been provided below:

Q: Are we required to provide any spare parts for the actuators? If so, would you be able to provide a list of the spare parts you would like us to include with our bid?

A: UOSA does not require any spare parts to be supplied. UOSA would just like to have a spare part list as part of the O&M.

2. The quantity of actuators was incorrectly listed as 20 on the Bid Summary Sheet provided with Addendum #1. A revised copy that correctly lists the actuator quantity as 19 has been provided as Attachment A. The revised copy provided with this addendum shall supersede and replace all previous versions.

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*All other Terms, Conditions, Tables, Charts and Specifications, and Drawings not otherwise changed remain as originally stated or as shown.*

## ISSUED BY:

Upper Occoquan Service Authority

A handwritten signature in blue ink, appearing to read 'Dustin Baker', is written over a horizontal line.

Dustin Baker, Senior Buyer

10/22/2021

Date

## ATTACHMENT E – BID SUMMARY SHEET

### Section 1 – Actuators and Installation

Bid Evaluation and Contract Award will be based on the **TOTAL LUMP SUM PRICE (Item 3)** to furnish, deliver and install equipment as specified in this IFB (the total provided on line 3 below). All costs - labor, materials, packaging, shipping, etc. must be included. Additional charges not included in the price bid will not be considered.

Item	Description of Requirement	Proposed Equipment*	Price Each Total Price
1	Lump Sum Cost for 19 actuators including delivery	Provide Separately	\$
2	Lump sum cost for the complete installation services for all actuators		\$
3	<b>TOTAL LUMP SUM PRICE (1+2)</b>		<b>\$</b>

Pricing provided on lines 4 & 5 below is optional and will not be considered for award. A complete description of the change in product or scope of service for the addition or deduction to the total bid price provided above.

4	Additive or Deductive Alternative Cost	Provide Details Separately	\$
5	<b>TOTAL ADDITIVE/DEDUCTIVE LUMP SUM (3+4)</b>		<b>\$</b>

**\*Provide detailed specifications, cut sheets, engineering drawings, etc. for all equipment being proposed.**

Estimated product lead time after receipt of Purchase Order: \_\_\_\_ Days

Estimated time to project completion after receipt of Purchase Order: \_\_\_\_ Days

Discount Payment Terms if applicable shall be \_\_\_\_\_%, \_\_\_\_\_, Net \_\_\_\_\_ Days

(Please note any prompt payment discount payment offered, i.e. 2%10, Net 30 Days)

Performance Bond Cost (See section 1.12): \_\_\_\_\_

If the bidder is awarded any Contract and the Contract Price is in excess of \$100,000, the Surety who will provide the Performance Bond is expected by the bidder to be:

\_\_\_\_\_, whose address is  
(Name of Surety)

\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
(Address) (City) (Zip)

**Section 2 – Rates for Optional Additional Services on an As-Needed Basis**

The rates provided in this section will not be considered as basis for award.

**A. Labor Rates:**

Provide the following titles/labor rates\*\* for the services identified in this IFB:

<u>Title</u>	<u>Hourly Rate**</u>	<u>Overtime Multiplier</u>	<u>Holiday Multiplier</u>
_____	\$ _____	_____	_____
_____	\$ _____	_____	_____
_____	\$ _____	_____	_____
_____	\$ _____	_____	_____

\*\* Rates must include overhead, profit, travel fees and administrative costs, etc. Use separate sheet if needed.

**B. Materials**

Provide markup/discount rate for purchased materials: discount/markup (circle one) \_\_\_\_\_%

**THIS FORM MUST BE SUBMITTED WITH YOUR BID/PROPOSAL**  
**End Attachment E**