

Upper Occoquan Service Authority

Leader in Water Reclamation and Reuse 14631 COMPTON ROAD, CENTREVILLE, VIRGINIA 20121-2506 (703) 830-2200

October 19, 2021

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For UOSA IFB 22-04 Supply and Delivery of Terminal Tractor

SUBJECT: Addendum # 1

The above numbered solicitation	is amended as se	t 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:

We received a question asking if the June 30, 2022 delivery deadline was a firm requirement and would a bid not meeting the deadline be rejected. Per the terms of the current IFB, a stated delivery date after 6/30/2022 would be cause to reject a bid.

We need the vehicle to be delivered by the deadline for the purchase to be included in our current fiscal year budget, however, we understand that it may be difficult for some or all vendors to deliver by the deadline.

To avoid having to reject bids, and at the same time providing UOSA with the maximum competition, this change will allow us to review our award decision from the standpoint of both delivery and cost. Because of those benefits to both UOSA and all potential bidders, we have decided that we may cancel the current IFB and replace it with an informal Request for Quotations (RFQ) which would allow us to consider costs and the delivery date when choosing for award without having the fixed deadline.

The cost of this procurement currently requires us to use the IFB process, however we are in the process of Board and UOSA management approval to adopt current VPPA dollar thresholds. This process is expected to be completed by Friday, October 22 and will increase our 'small purchase' limit to a level that would cover this purchase by the end of the week and allow us to utilize the RFQ process in place of the IFB to everyone's benefit.

Assuming the increase is adopted, we will cancel this IFB and replace it with a RFQ with the same due date and the same technical specifications. The RFQ will indicate that our strong preference is for delivery before 6/30/2022 but we will award based on the overall best value to UOSA considering price and the delivery schedule.

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

10/19/2021

Date

Dustin Baker, Senior Buyer