



CITY OF ALBANY  
Public Works Department

ADDENDUM #2

**ST-19-01, Crocker and Gibson Hill Traffic Signal**

In order to clarify the intent of the Specifications and Drawings, the following provisions are provided and shall be considered part of the contract documents.

In order to ensure that all bidders are aware of these provisions, each bidder shall sign this addendum below and attach it to the proposal.

**IMPORTANT: Failure to include a signed Addendum could result in the disqualification of your bid.**

**NEW BID SUBMITTAL PROCESS**

- Bid submittal documents must be submitted by email to [procurement@cityofalbany.net](mailto:procurement@cityofalbany.net) by 2:00 p.m., April 14, 2020.
  - The body of the email shall plainly identify: (1) the project name, (2) the bid opening time and date, (3) the bidder's name, and (4) the contractor's license number.
    - Contractor shall be responsible for calling 541-917-7676 to confirm the City has received the bid.
  - A scanned copy of a bid bond is acceptable for the purposes of the bid opening. Original bid bonds must be submitted to City Hall by 10:00 a.m., Wednesday, April 16, 2020. Contractor must call 541-917-7676 to make an appointment to submit the original bid bond.
  - To ensure your Bid receives priority treatment, please submit one document when possible, and mark the email subject line with the name of the Project, as follows: **ST-19-01, Crocker and Gibson Hill Traffic Signal**.
  - Email First-Tier Subcontractor Disclosure form to [procurement@cityofalbany.net](mailto:procurement@cityofalbany.net) by 4:00 p.m., Tuesday, April 15, 2020.
    - Contractor shall be responsible for calling 541-917-7676 to confirm the City has received the First-Tier Subcontractor Disclosure form.
- Bid Submittal Option 2 – Appointment.
  - **Delete this option found on Addendum 1.** In response to the COVID-19 virus, no bids will be taken in person or by appointment

**NEW BID OPENING PROCESS**

An in-person bid meeting will not be held at City Hall at the time of the bid opening. Instead, contractors may participate in a Meet-Me conference call at 2:00 p.m., Tuesday, April 14, 2020, to listen to the bids being read.

- Bidders may call in to **(571) 317-3122, Access Code: 623-409-989** or join the meeting from their computer, tablet, or smartphone at the following link to hear or view the bid opening: <https://global.gotomeeting.com/join/623409989>.

As per usual, bid results will be posted on the City’s website.

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Contractor’s Signature

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Date

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Company Name *(please type or print)*