

**Procurement Department**

Sara Rowe, NIGP-CPP, Procurement Agent  
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**Addendum #1**

**IFB 24-SRP-028  
CAFETERIA EQUIPMENT**

**TO: ALL BIDDERS**  
**FROM: Sara Rowe, Procurement Agent**  
**DATE: May 3, 2024**

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The purpose of this addendum is to provide clarification to all prospective bidders.

1. **QUESTION:** I'm working on the Bid No. 24-SRP-028 Cafeteria Equipment and I read that you will not allow subcontractors. We are based out of Bluefield WV so we would have to subcontract the installation of the equipment.

Will we be allowed to do this and submit a quote for this project?

**ANSWER:** Please refer to Page 37, Section 15. No subcontractors are permitted for this project.

2. **QUESTION:** Because this project scope also ask for disconnections and connections of utilities, a licensed electrician and/or plumber will most likely be needed for the utility portion of the scope of work. We have our own installers however, we do not have licensed electricians or plumbers and would have to subcontract that work. Looking at this paragraph in the scope of work (pg. #37), please advise if we would be able to be granted a waiver in order to subcontract for licensed electricians or plumbers if needed.

**ANSWER:** The type of equipment on this bid states "connection within 5 feet". For electrical via cord or cord and plug for electric, HCPS would handle any main electrical required prior. In addition, regarding plumbing, supplier will disconnect and reconnect locally which does not require permitting to existing.

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I hereby acknowledge receipt of Addendum #1 dated May 3, 2024, to Bid # 24-SRP-028 Cafeteria Equipment.

\_\_\_\_\_  
Company

\_\_\_\_\_  
Name (Print or Type)

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

**Note: Bidder shall sign and submit Addendum with bid submission. The same person signing Addendum shall sign the Bid Form. Failure to submit the Addendum may deem your bid as non-responsive.**