

**CITY OF ROCKY MOUNT
ROCKY MOUNT, NORTH CAROLINA**

**SPECIFICATIONS AND BID DOCUMENTS FOR
TWO WAY LOAD MANAGEMENT SWITCH
FOR THE CITY OF ROCKY MOUNT
BID #320-190423AG**

ADDENDUM NO. 1

Below are answers to received questions:

Question: *May the closing date be extended by three weeks?*

Answer: Yes, the closing date has been extended.

Question: *May the option to submit electronically be reviewed?*

Answer: Sealed Proposals must be submitted by mail or hand delivery; not electronically.

Question: *May a Word document version be provided of the Form of Proposal and the respective sections that the bidder will edit and provide response?*

Answer: Yes, a Word document of the Form of Proposal and the respective sections will be available on The City of Rocky Mount website: <https://rockymountnc.gov/services-finance-bids/>

Question: *Please help detail the existing load management versions that Rocky Mount has deployed to enable the vendor to confirm the ability to propose a door swap option for the existing LCM.*

Answer: The brands The City of Rocky Mount has deployed are as follows:
Itron, Entek, Regency, CSE (Corporate Systems Engineering)

The Specifications and bid documents are hereby modified as detailed below:

N-1, 2 The bid closing date has been extended 3 weeks. Proposals will be opened and read at
2:00 PM, local time, Wednesday, June 7, 2023.

This change shall be incorporated in the Specifications and bid documents and a copy of this Addendum, signed by the Bidder, must accompany his bid to indicate he has received and is familiar with the change. If the bid has already been forwarded, the Bidder should mail this Addendum under separate cover to accompany his bid. At the Bidder's request, the Engineer will return bids already received to the Bidder unopened.

By: Michael Winkler, PE Date: May 12, 2023
Project Engineer III

ACKNOWLEDGEMENT

Bidder: _____

By: _____

Date: _____

NOTICE TO PROSPECTIVE BIDDERS

Sealed Proposals for the furnishing and installation of all materials and equipment complete and conforming to the bid documents for a Two-Way Load Management System, as set forth in the Bid Schedule, will be received by **The City of Rocky Mount** (hereinafter referred to as the Owner) at the offices of their Purchasing Manager, City of Rocky Mount, Purchasing Division, City of Rocky Mount 331 South Franklin Street Rocky Mount, NC 27804, or PO Box 1180, Rocky Mount, North Carolina 27802-1180, on or before **2:00 PM, local time, Wednesday, June 7, 2023**, at which time the Proposals will be opened and read. Proposals can be hand delivered to the Purchasing Office at 331 South Franklin Street, Rocky Mount, NC 27804 or the First Floor Atrium. Any Proposal received after that time will be promptly returned to the Bidder unopened.

The Specifications, together with all necessary forms and other documents for the Bidder, may be obtained from the Owner's website <https://rockymountnc.gov/services-finance-bids/>. Questions and comments can be submitted to Alicia Gaines (Alicia.Gaines@rockymountnc.gov).

Proposals and all supporting instruments must be submitted on and in the format of the forms furnished in the *Form of Proposal* of these bid documents and must be delivered in a sealed envelope addressed to the Owner's Engineer, Booth & Associates, LLC. Proposals must be filled in with indelible ink. No alterations or interlineations will be permitted unless made before submission and initialed and dated.

Prior to the submission of the Proposal, the Bidder shall make and shall be deemed to have made a careful examination of the bid documents on file with the Owner and with the Engineer and of all other matters that may affect the cost and the time of the work.

The name and address of the Bidder, its license number (if a license is required by the State), and the following description must appear on the envelope in which the Proposal is submitted:

**"BID FOR TWO WAY LOAD MANGEMENT SWITCH FOR THE
CITY OF ROCKY MOUNT
ROCKY MOUNT, NORTH CAROLINA
NOT TO BE OPENED UNTIL
2:00 PM, LOCAL TIME, WEDNESDAY, JUNE 7, 2023"**

The Owner reserves the rights to (1) waive minor irregularities or minor errors in any Proposal if it appears to the Owner that such irregularities or errors were made through inadvertence. Any such irregularities or errors so waived must be corrected on the Proposal prior to its acceptance by the Owner; (2) reject any or all Proposals and to hold any or all Proposals for a period of sixty (60) days from the date of opening thereof; (3) accept the bid, in its opinion, that represents the best value for the Owner, regardless of whether such bid is the lowest price; and (4) award Contracts to Bidder(s) for any Schedule(s) individually or collectively from the Bid Schedules.

Each Proposal shall be accompanied by cash, cashier's check, or certified check drawn on a bank insured with the Federal Deposit Insurance, payable to the Owner, in an amount not less than ten percent (10%) of the total bid as a guarantee that a Purchase Order, if awarded, will be accepted. In lieu thereof, a Bid Bond may be submitted by the Bidder in an amount not less than ten percent (10%) of the total bid (see attached Bid Bond form). The total bid price for which the ten percent (10%) applies shall be the total of all schedules.

THE CITY OF ROCKY MOUNT
ROCKY MOUNT, NORTH CAROLINA

By: Alicia Gaines
Purchasing Associate III

Date: May 3, 2023

N-1 (R)

BID DATES SCHEDULE
City of Rocky Mount
BID # RFP 230-190423AG
Two Way Load Management Switch

No.	Item	Description
1	Bid Issue Date:	Wednesday, May 3, 2023
2	Owner's Contact on Bid:	Name: Alicia Gaines Phone: (252) 972-1227 Email: alicia.gaines@rockymountnc.gov
3	Site Visit Meeting Date:	NA
4	Address for submission of clarification requests on Bid Documents: Or Email to:	City of Rocky Mount 331 South Franklin Street Rocky Mount, NC 27804 Or alicia.gaines@rockymountnc.gov
5	Deadline for submission of questions and clarification requests on Bidding Documents:	4:00 PM Monday, May 8, 2023
6	Deadline for the City to respond to submitted questions	4:00 PM Friday, May 12, 2023
7	Bid Closing Date and Time (Local Time):	2:00 PM Wednesday, June 7, 2023
8	Bid Submission Address, by Hand Delivery*: Bid Submission Address, by Mail:	City of Rocky Mount 331 South Franklin Street Rocky Mount, NC 27804 Or PO Box 1180 Rocky Mount, NC 27802-1180
9	Bids received after the "Bid Closing Date and Time":	Shall not be accepted and shall be returned closed to the bidder.
10	Bid Opening Date & Time (Local Time):	2:00 PM Wednesday, June 7, 2023
11	Bid Opening Location:	First Floor Atrium City of Rocky Mount 331 South Franklin Street Rocky Mount, NC 27804
12	Validity of Bids:	Bids shall be valid for a period of 60 days after the Bid Closing Date.
13	Validity of Bid Security:	The Bid Security shall be valid for 60 days beyond the validity date of the Bid.
14	Delivery Date:	December 2023
15	Performance Bond:	Required
16	Warranty/Guaranty Period:	2 years

Bid updates can be found at the City website at <https://rockymountnc.gov/services-finance-bids/>

***Final Submissions cannot be submitted electronically and must be delivered to the purchasing office as described on page N-1**