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| **County Administration Building****404 Elm Street****Rockford, Illinois 61101** | **Ann Johns****Director of Purchasing****Phone: 815-319-4380****Fax: 815-319-4381** |

**September 14, 2020**

 **20B-2204 PAPER GOODS, LINERS, & CHEMICAL PRODUCTS**

# ADDENDUM ONE

***Bidders are required to indicate on their Bid Form that they have received and acknowledged Addendum One.***

**Attached find questions that were submitted, followed by their answers.**

1. **I don’t see anywhere specified if we have to bid on all line items in the bid. Would we be able to bid on just a few items?**

 ***Yes***

1. **I was wondering if we would be able to obtain the past history on this bid.**

**You will find the Bid Tab here;**

 <http://wincoil.us/departments/purchasing/awarded-bids-and-proposals/2015-awarded-bids-and-proposals/>

1. **What is the approx. amount per release on these items?**

**The amounts are unknown.**

1. **Can you please provide me with previous award information and tabulations?**

**See response to Question #2**

1. **How many locations will be utilizing this contract?**

**There are 14 County Departments that will have access to this contract award.**

1. **Are locations equipped with a loading dock & forklift?**

**The Winnebago County Jail, Sheriff’s Office, and River Bluff Nursing Home have docks. We have a forklift at the downtown locations to unload in the street.**

1. **Will this be awarded by line item or to one vendor?**

**This will be awarded by line item to possibly more than one Vendor. You may bid on any or all items.**

1. **Do you have part numbers for…Both brown roll towels, Enmotion paper towel, White roll towel, And all of the chemicals unless we can provide different brands**

**Attached to this Addendum you will find the SKU’s of all the products from the previous 2015 bid.**

1. **How many sheets on your kitchen roll towel?**

**We believe there are 85 sheets per roll**

1. **The bid is requesting “Right in time Delivery”.  Would the county be open to Weekly, EOW, or Monthly delivery?**

**Deliveries should be scheduled after the order is placed from each Department. Each Department will have different order amounts.**

1. **Are we allowed to substitute our product on the bid? Some of our products, though serve the same purpose and are very close, are not identical to what is requested.**

**No substitutions. There is usually a reason the item is specified by a Department.**

1. **Will we be allowed to remove/replace the “enmotion” dispensers and replace them with ours?  Enmotion dispensers are propriety in their size so we would replace all of the dispensers free of charge and maintain the service and upkeep of these units.**

**The Enmotion Dispensers and other dispensers are County owned. They were purchased so, we would not have to change dispensers every time we go out for bid. Line item 35 is to bid the cost of new dispensers.**

1. **Is the bid “all or nothing” ? Will a bid be disqualified if the bidding company does not offer some of the requested services?**

 **See response to Question #7**

Any questions should be directed to the Purchasing Department, 404 Elm Street, Room 202, Rockford, IL 61101 or by telephone 815-319-4380, or email Ann Johns at purchasing@wincoil.us

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 **END OF ADDENDUM ONE**