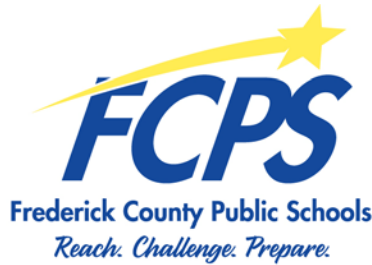


Purchasing Office
191 South East St
Frederick, Maryland 21701
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Stephen P. Starmer, C.P.M., CSBA,
Purchasing Manager
Kim Miskell, Assistant Purchasing Manager
Billie Laughland, Buyer Specialist
Bill Meekins CPPB, CPCP, Buyer Specialist

September 14, 2016

ADDENDUM 1
RFP 17I1, Repair Services for Fitness Equipment

DUE DATE: SEPTEMBER 22, 2016 at 2:00 P.M.

As a result of the pre-bid meeting held yesterday, please be advised of the following additional information and clarifications:

1. Page 26, #5.e. Add:
The "Certificate of Inspection Form" (see attachment A) may be used, or the awarded vendor may use a modified form of their own choosing with prior approval from Brian Griffith, the contract administrator.
2. Page 26, #5.f. Add:
Preventative maintenance servicing will only be scheduled for one time per year per piece of equipment.
3. Page 32, #14.e. 3). Add:
A separate fee for the estimate is not acceptable.
4. Page 34, Section I. Question #8. Clarification:
 - This question is intended to find out how you would propose scheduling the PMI appointments for all ten high schools and 13 middle schools—i.e. during the summer months or split between summer and fall; or all high schools one week and all middle schools the following week, etc.
 - The middle and high schools are either on the same campus or in close proximity to the other and are spread throughout the county. Reference the school addresses and map on pages 6 and 7 for their locations.
 - Mr. Griffith will conduct a post-award meeting with the successful vendor and the proposed PMI schedule will be discussed. A final schedule must be approved by Mr. Griffith and, once established, must be executed, unless circumstances beyond control occur.

Sincerely,

Ms. Billie Laughland

Billie Laughland
Buyer Specialist
billie.laughland@fcps.org

Attachment: Pre-bid Meeting Roster

BWL/kl

cc: Brian Griffith, Curriculum Specialist for Secondary Health and Physical Education
Bid File

Frederick County Public Schools
Purchasing Department
PRE-BID MEETING ATTENDANCE ROSTER

BID 1711, REPAIR SERVICES FOR FITNESS EQUIPMENT

MEETING DATE/TIME: SEPTEMBER 13, 2016 at 2:00 P.M.

NAME (PLEASE PRINT)	FIRM REPRESENTED (PLEASE PRINT)	PHONE NUMBER	FAX NUMBER	E-MAIL ADDRESS
JOSHUA RAMDEEN	Co. Name: RMS FITNESS Address: 9512 BELAIR RD 21236	410-529-5110	443-836-2397	JOSH@RMSFITNESS ONLINE.COM
BILLIE LAUGHLIN	Co. Name: Address: FCPD - Purchasing			
	Co. Name: Address:			
	Co. Name: Address:			
	Co. Name: Address:			
	Co. Name: Address:			
	Co. Name: Address:			
	Co. Name: Address:			
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