

**April 16, 2020**  
**ADDENDUM NO. 9**  
**FOR**  
**WATER METER INSTALLATIONS**  
**SPECIFICATION NO. 412225**

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For which Bids were due in the office of the Chief Procurement Officer, Department of Procurement Services, Bid & Bond Room 103, City Hall, 121 N. LaSalle Street, Chicago, IL 60602 at **11:00 a.m., Central Time on April 24, 2020.**

The following revisions and/or changes are incorporated into the above-referenced Specification (the "Contract Documents") as noted. All other provisions and requirements as originally set forth, except as amended by the previous addenda, remain in full force and are binding. Any additional work required by this Addendum shall conform to the applicable provisions of the original Contract Documents.

**BIDDER MUST ACKNOWLEDGE RECEIPT OF THIS ADDENDUM IN THE SPACE PROVIDED ON THE BID EXECUTION PAGE.**

**SECTION 1. NOTICE OF REVISIONS/CHANGES/CLARIFICATIONS**

***BID OPENING HAS BEEN POSTPONED TO May 22, 2020***

<b>1.</b>	The Bid Opening Date has been postponed to May 22, 2020. For which Bids will be opened in the Department of Procurement Services, Bid & Bond Room, Room 103, City Hall, 121 N. LaSalle Street, Chicago, Illinois, 60602, at 11:00 a.m., Central Time.
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**SECTION 2. NOTICE OF REVISIONS TO CONTRACT DOCUMENTS**

<b>Revision 1:</b>	<p>The Bid is hereby amended as follows:</p> <p><b>Section 1.16.1 "Date, Time, and Place"</b> is hereby deleted in its entirety and replaced with the following to change the paper submission process:</p> <p><b>Section 1.16.1 "Date, Time, and Place"</b></p> <p>1. Bids are to be submitted electronically to the Department of Procurement on the date and prior to the time stated on the Cover Page of the Bid Documents, or any addendum issued by the City to change such Bid Opening Date. No</p>
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	<p>bid will be accepted after the Bid Opening Date. The time of the receipt of the bid will be determined solely by the "Time of Quote" generated by the iSupplier system.</p> <p>Preparing Bids: Submit required information by scanning your completed bid and uploading as attachment(s) in iSupplier.</p> <p>Bidder must their total price on the line designated for this purpose in the iSupplier System.</p> <p>"iSupplier" refers to the City's eProcurement computer system for electronic bidding and providing Contractors with access to contract, ordering and payment information for their City contracts.</p> <p>iSupplier vendor portal registration is required. Allow three (3) business days to complete registration.</p> <p>2. Submit your Bid to: <a href="http://www.cityofchicago.org/eProcurement">http://www.cityofchicago.org/eProcurement</a></p> <p>Combining multiple PDF attachments is strongly encouraged in order to minimize the number of uploaded attachments.</p> <p>Respondent must read Appendix 1- eProcurement for more details regarding electronic access and documents to be submitted electronically and uploaded as attachments to your proposed submission.</p>
<b>Revision 2</b>	<b>Section 1.16.2 "Bid Must Be Sealed and Properly Labeled"</b> is hereby deleted in its entirety
<b>Revision 3</b>	<b>Section 1.16.3 "Bidders Are Responsible for Bid Delivery"</b> is hereby deleted in its entirety

#### END OF ADDENDUM NO. 9

CITY OF CHICAGO  
DEPARTMENT OF PROCUREMENT SERVICES

SHANNON E. ANDREWS  
CHIEF PROCUREMENT OFFICER

## **APPENDIX 1**

### **ePROCUREMENT**

This Solicitation is now an eProcurement Bid. Bids are to be submitted through the City's "iSupplier" system, the City's eProcurement computer system for electronic bids and providing Contractors with access to contract, ordering and payment information for their City contracts.

#### **1. Obtaining the Bid Documents**

Bidders are solely responsible for obtaining all Bid Documents, including Clarifications and Addenda. Documents may be downloaded from the Department of Procurement Services ("DPS") website at the following URL:

<http://www.cityofchicago.org/eProcurement>

Click on "Current Bids and Solicitation Opportunities"

In order to receive notice of clarifications and addenda, Bidders must be registered for and log-in to iSupplier, search for the solicitation number, open the solicitation for review, and accept the disclaimer. This will sign Bidders up for notifications.

Bid Document Holders are listed on the Bid & Bond Room Opportunity Take Out List. The Opportunity Take Out List is public information and is posted to the DPS web site at [www.cityofchicago.org/TOL](http://www.cityofchicago.org/TOL). To find Opportunity Take Out lists, go to "Get Started Online" and search by the specification number.

#### **2. Clarifications and Addenda**

The City will send an email notification to Bidders who have indicated intent to respond to a Bid that an Addendum or Clarification has been issued. The Clarifications and Addenda incorporated into the electronic Bid document available at the following URL:

<https://www.cityofchicago.org/eProcurement>

Bidders that have indicated interest in a Bid will receive email notification that an Addendum or Clarification has been issued. There may be multiple Clarifications and Addenda. Failure to obtain Clarifications and/or Addenda, for whatever cause, will not relieve a Bidder from the obligation to respond according to and comply with any changed or additional terms and conditions contained in the Clarifications and Addenda.

Electronic acknowledgement of Clarifications and/or Addenda is mandatory to submit an electronic bid. Any harm to the Bidders resulting from failure to obtain all necessary documents, for whatever cause, will not be valid grounds for a protest against award(s) made under this Bid solicitation.

#### **3. Questions Regarding the Bid Documents**

All inquiries regarding the Bid Documents or procurement process may be directed to the Procurement Specialist in iSupplier via online discussion.

Bidders may only rely on written answers in a Clarification or in an Addendum duly issued by the Chief Procurement Officer. Bidders cannot rely on oral or informal responses; such answers will not be binding upon the City.

#### **4. Completion of the Bid Documents**

Each Respondent must complete all of the forms listed in the Solicitation documents. Preparing Bids: Scan and upload all forms and required information as attachments to the electronic bid submission. Respondent may not change any of the Bid Documents. Any changes made by a Respondent to the Bid Documents may result in rejection of the Bid and will not be binding upon the City.

Bidder must also complete the Total Price line in the iSupplier system.

#### **5. Date, Time, and Place**

Bids are to be submitted electronically to the Department of Procurement on the date and prior to the time stated above, or any addendum issued by the City to change such Bid Due Date. No Bid will be accepted after the Bid Due Date. The time of the receipt of the Bid will be determined solely by the "Time of Quote" generated by the iSupplier system.

#### **6. Technical Assistance**

If you required technical assistance go to <https://www.cityofchicago.org/eProcurement> click the "Help" tab.

**CITY OF CHICAGO – DEPARTMENT OF PROCUREMENT SERVICES  
SHANNON E. ANDREWS, CHIEF PROCUREMENT OFFICER**