



# ROANOKE COUNTY

## Purchasing Division

5204 Bernard Drive, Suite 300-F, P.O. Box 29800  
Roanoke, Virginia 24018-0798  
TEL: (540) 772-2061 FAX: (540) 772-2074

September 19, 2022

### ADDENDUM NO. 1 TO ALL BIDDERS/OFFERRORS:

Reference – IFB #2023-033

Description: Updated Bid Form

Issue Date: 9/19/2022

Bids Due: September 22, 2022

The above Project is hereby changed as addressed below:

1. The County was made aware that existing slate shingle may need to be removed in order to repair roof trim. Attachment A: Bid Form has been updated accordingly to include pricing per shingle should damage occur during the repair process. It is incorporated into this addendum.

**Note:** A signed acknowledgment of this addendum must be received at the location indicated on the original solicitation either prior to the proposal due date or attached to your proposal. Signature on this addendum does not substitute for your signature on the original proposal/bid document. The original proposal/bid document must be signed.

Thank you,

Neil Huss  
Phone: (540) 283-8151  
[nhuss@roanokecountyva.gov](mailto:nhuss@roanokecountyva.gov)

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Sign Name:

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Print Name:

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Name of Firm:

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Date:

**IFB # 2023-033**  
**ATTACHMENT A: Bid Form/ Specifications**

County of Roanoke  
Purchasing Division  
5204 Bernard Drive, SW, Suite 300-F  
Roanoke, VA 24018-0798

**The County reserves the right to add, delete, or adjust quantities as deemed necessary by the County.**

Bids containing any conditions, omissions, unexplained erasures, alterations or items not called for in the bid, or irregularities of any kind, may be rejected by the County as being nonresponsive. No changes are to be made to the Bid Form. Any changes to a Bid Amount must be initialed by the person signing the Bid Form.

I/We hereby propose to furnish and provide roof trim replacement services for the Bent Mountain Center., in accordance with the enclosed general terms, conditions and specifications contained in IFB No. **2023-033**. The Bid Form must be completed in blue or black ink. Discrepancies in the multiplication of units of work and the unit prices will be resolved in favor of the correct multiplication of the unit prices. Discrepancies between the indicated sum of any column of figures and the correct sum thereof will be resolved in favor of the correct sum. My/Our prices are as follows:

PRICES QUOTED SHALL BE FOB DESTINATION. Freight charges shall be included in the bid price.

**Lump Sum:** \_\_\_\_\_ **Trim Replacement (\$ / board foot):** \_\_\_\_\_

**Slate Shingle Replacement (\$ / shingle):** \_\_\_\_\_

My/Our payment terms are: \_\_\_\_\_. If Bidder offers a cash discount for prompt payment, it will only be considered in determining the lowest responsible Bidder if the Bidder allows at least twenty (20) days for the prompt payment after the goods or services are received or after the invoice is rendered, whichever is later.

I/We can furnish and deliver all items within \_\_\_\_\_ calendar days after the date of the written notice to proceed with the contract from the County.

To aid in the evaluation of bids, bidders must submit the original Bid Form and one copy of the Bid Form, Attachments, and detailed specification sheets, if applicable. If you fail to do so, your bid may be considered non-responsive and rejected. Have you complied with this requirement?  
\_\_\_\_Yes / \_\_\_\_No.

Indicate whether your business \_\_\_\_\_ IS or \_\_\_\_\_ IS NOT located in Roanoke County. If it is, please include a copy of your Roanoke County business license with your bid.

I/We acknowledge the receipt of:

Addendum No.\_\_\_\_\_ Dated\_\_\_\_\_.