

City of Aurora



Finance Department | Purchasing Division

44 E Downer Place | Aurora, Illinois & 60507

Phone: (630) 256-3550 | Fax: (630) 256-3559 | Web: www.aurora-il.org

DATE: November 18, 2020
TO: Prospective Proposers
FROM: Jolene Coulter, Director of Purchasing
RE: **CITY OF AURORA REQUEST FOR PROPOSAL – Addendum #1**
City of Aurora Police Department Gate Repairs & Maintenance

This notice forms a part of the Request for Proposal 20-52: Aurora Police Department Gate Repairs & Maintenance. All other information pertaining to this Request for Proposal shall remain the same.

Proposer must submit an original bid response, marked as "original" and one (1) complete paper copy and shall have provided all requested information and submitted all appropriate forms, certificates, affidavits and addendum acknowledgements in each copy in order to be considered responsive.

In a separate sealed envelope, submit one (1) set of the proposal pricing.

Please acknowledge this addendum with your proposal. Failure to do so may subject Bidder to disqualification.

NON MANDATORY PRE PROPOSAL MEETING CHANGE: A non mandatory pre-proposal meeting will be held at 10:00 am, Monday, November 30, 2020. Proposers should meet at 1200 E Indian Trail, Aurora, 60505. Please be present at the start of the meeting to participate.

QUESTIONS AND ADDENDUM CHANGE: Inquiries and/or questions pertaining to the provisions and specifications of this request for proposal package shall be directed to the Director of Purchasing, in writing at PurchasingDL@aurora-il.org. Questions will be accepted until **5:00 pm, CST, Tuesday, December 1, 2020**. Questions expect to be answered via addendum and posted to the City's website at <https://www.aurora-il.org/bids.aspx> by 5:00 pm, Wednesday, December 2, 2020. NO questions will be accepted or answered verbally. **No questions will be accepted or answered after the December 1, 2020 5:00 pm cut-off date/time.** It is the Proposer's responsibility to check the website before submitting their proposal.

DUE DATE CHANGE: Sealed Proposals will be received at the City of Aurora, Attn: Purchasing Division, 44 East Downer Place, Aurora, Illinois 60507, until **2:00 pm, CST, Wednesday, December 9, 2020**.

Sealed bid proposals will be accepted until **2:00 pm, Wednesday, December 9, 2020** at:

City of Aurora
Attn: Purchasing Division
44 E. Downer Place
Aurora, IL 60507

NO Late Bid Proposals will be accepted. Overnight courier is acceptable provided timely receipt of bid proposals. The City shall not be responsible for late delivery of your bid proposal by a third party courier.

Bid Proposals can be dropped off Monday through Friday by contacting the Purchasing Division office at 630-256-3550 and someone will come to the door off Water Street Mall to take the sealed envelope from you.

End of Addendum