**CITY OF EVERETT**

**484 BROADWAY**

**EVERETT, MA 02149**

**25-17 ADDENDUM NO.: 1**

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| Plans and Specifications for: | **Furnish and Deliver Christmas Wreaths**  |
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TO: ALL PLANHOLDERS-BIDDERS-PROPOSERS-CONTRACTORS

Bidders are hereby informed that Plans and Specifications for the above-mentioned project are modified, corrected and/or supplemented as follows, and that Addendum No.: 1 becomes a part of the Contract Documents.

**Question 1:**  Where are the original products you are trying to match sourced from, vendor-wise?

**Answer 1:** Dekra-Lite

**Question 2:**  How many ornaments per wreath are you looking for, and are we trying to match existing decor?  Do you know the sizes of ornaments used previously?

**Answer 2:** 35-40 variable sizes

**Question 3:**  Where are the original bows you are trying to match sourced from, vendor-wise?

**Answer 3:**  Dekra-Lite

**Question 4:** Why are you seeking a new vendor? Procurement Guidelines

**ANSWER 4:** We are required to bid items if they reach a certain dollar value

**Question 5:** The form mentions terminology like "annually," and "each year". Is this a one-time purchase or are you seeking to lease the pieces? If so, for what term of agreement? One time purchase

**ANSWER 5:** The bid is established so that our DPW Department can purchase wreaths via this bid over the next three years as needed.

**Question 6.** Is there a goal budget per unit or per certain quantity?

**ANSWER 6:** This bid was put out so the DPW can buy wreaths or new locations and replace wreaths that are past their life expectancy.

**Question 7.** Is there any electronic submission platform acceptable for the bid?

ANSWER 7: No, all bids must be submitted via hardcopy as outlined within the bid.

**FAILURE TO ACKNOWLEDGE THIS ADDENDUM ON YOUR BID FORMS MAY CAUSE FOR BID REJECTION**

**For questions, please contact: Allison.jenkins@ci.everett.ma.us**

**Date: October 16, 2024**

**END OF ADDENDUM NO.: 1**