



☒ SOLICITATION ADDENDUM
☐ MODIFICATION OF CONTRACT

City of New Braunfels
Purchasing
550 Landa St.

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New Braunfels, Texas 78130

1. Solicitation No. NB 22-034		2. Contract No.		3a. Addendum No. 2 3b. Modification No.		4. Effective Date of this Action 22-Aug-22	
5. Name and Address of Offeror or Contractor				6. For Information Call: (No collect calls or Fax offers accepted) Paige McDonald Phone No.: 830-221-4081 Fax No.: 830-608-2112		7. Amount of Contract/Order is: Increased by: Decreased by: \$ _____ New Total: <input checked="" type="checkbox"/> Unchanged	
8. THIS BLOCK APPLIES TO SOLICITATION ADDENDA ONLY: The above numbered solicitation is amended as set forth in Block 10 below. <input checked="" type="checkbox"/> The date and time specified for receipt of offers IS NOT extended. <input type="checkbox"/> THE DATE AND TIME SPECIFIED FOR RECEIPT OF OFFERS IS CHANGED TO: Offerors must acknowledge receipt of this addendum prior to the date and time specified in the solicitation or as amended, by one of the following methods: (i) By completing Blocks 5 and 11 and returning this Amendment in the number of copies specified for the solicitation; or (ii) By acknowledging receipt of this Amendment on each copy of the proposal submitted If by virtue of this Addendum offeror desires to change an offer already submitted, such change may be made by letter or email, provided each such notice makes reference to the solicitation AND this Amendment, and is received prior to the date and time specified. NOTICE: NON-RECEIPT OF YOUR OFFER AND THIS ADDENDUM AT THE DESIGNATED PLACE WITHIN THE DATE AND TIME SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER.							
9. THIS BLOCK APPLIES TO MODIFICATIONS TO CONTRACTS, DELIVERY OR PURCHASE ORDERS ONLY. The above numbered Contract, Delivery, or Purchase order is modified as set forth in block 10 below. <input type="checkbox"/> This Change Order is issued in accordance with authority granted by instrument referenced in block 2. <input type="checkbox"/> The instrument in Block 2 is modified to reflect administrative changes. <input type="checkbox"/> This Supplemental Agreement is entered into pursuant to the Authority of: General Provision #2 Changes. <input type="checkbox"/> Other (Specify type of modification and authority): _____ <input type="checkbox"/> CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN TWO ORIGINALS. <input type="checkbox"/> Contractor is not required to sign this document but is requested to acknowledge receipt.							
10. DESCRIPTION OF CHANGES: a. This addendum incorporates the following questions: The solicitation calls for hand sanitizer stations, however this line item is missing from the proposal form. Proposers should add this as a line item to their proposal with an associated rate. The City will request clarification if necessary.							
11a. SIGNATURE OF OFFEROR OR CONTRACTOR				CITY OF NEW BRAUNFELS, TEXAS <i>Paige McDonald</i> 8/22/2022			
11b. PRINTED NAME AND TITLE		11c. DATE		SIGNED Paige McDonald Assistant Purchasing Manager		Date	

Except as provided herein, all terms and conditions of the document referenced above remain unchanged and in full force and effect.