



☒ AMENDMENT OF SOLICITATION  
☐ MODIFICATION OF CONTRACT

City of New Braunfels  
Purchasing  
550 Landa Street  
New Braunfels, Texas 78130

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<b>1. Solicitation No.</b> RFP 24-005		<b>2. Contract No.</b>		<b>3a. Amendment No.</b> 1 <b>3b. Modification No.</b>		<b>4. Effective Date of this Action</b> 12-Jan-24	
5. Name and Address of Offeror or Contractor				6. For Information Call: <b>Greg Gutierrez</b> <b>Buyer</b> Phone No.: 830-221-4398 Email: <a href="mailto:ggutierrez@newbraunfels.gov">ggutierrez@newbraunfels.gov</a>		7. Amount of Contract/Order is: Increased by: Decreased by: \$ _____ New Total: <input checked="" type="checkbox"/> Unchanged	
8. THIS BLOCK APPLIES TO AMENDMENTS OF SOLICITATIONS 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"/> <b>THE DATE AND TIME SPECIFIED FOR RECEIPT OF OFFERS IS CHANGED TO:</b> Offerors must acknowledge receipt of this amendment 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; (ii) By acknowledging receipt of this Amendment on each copy of the bid submitted; or, (iii) By separate letter, telegram, or fax referencing the solicitation and amendment. If by virtue of this Amendment 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. <b>NOTICE: NON-RECEIPT OF YOUR OFFER AND THIS AMENDMENT AT THE DESIGNATED PLACE WITHIN THE DATE AND TIME SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER.</b>							
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. <input type="checkbox"/> Contractor is not required to sign this document but is requested to acknowledge receipt.							
10. DESCRIPTION OF CHANGES: a. Questions and Answers below: 1. Will the awarded vendor be required to provide anything outside of a standard install kit? Yes, the City will expect overall labor pricing to include any additional parts, wire, loom, connectors or tools to complete the install to 100%. 2. Are these units to be quoted for all windows plus a brow tint? Yes. 3. Is the City good with standard tint? Yes. Standard with UV protection. 4. Is the City going to provide a parts list (i.e. toolbox, bed drawer, shelves)? No, the City was looking for the most common basic parts. 5. What kind of transport does the City require? The City will be responsible to deliver vehicles or cover the cost for transportation.  Except as provided herein, all terms and conditions of the document referenced above remain unchanged and in full force and effect.							
11a. SIGNATURE OF OFFEROR OR CONTRACTOR				CITY OF NEW BRAUNFELS, TEXAS			
11b. PRINTED NAME AND TITLE		11c. DATE		SIGNED <b>Greg Gutierrez</b> <b>Buyer</b>  Date 12-Jan-24			