



☒ 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><br>CSP 24-002                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  | <b>2. Contract No.</b> |  | <b>3a. Amendment No.</b> 1<br><b>3b. Modification No.</b>                                                                                                                    |  | <b>4. Effective Date of this Action</b><br>15-Feb-24                                                                                          |  |
| <b>5. Name and Address of Offeror or Contractor</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |                        |  | <b>6. For Information Call:</b><br>Greg Gutierrez<br>Buyer<br>Phone No.: 830-221-4398<br>Email: <a href="mailto:ggutierrez@newbraunfels.gov">ggutierrez@newbraunfels.gov</a> |  | <b>7. Amount of Contract/Order is:</b><br>Increased by:<br>Decreased by: \$ _____<br>New Total: <input checked="" type="checkbox"/> Unchanged |  |
| <b>8. THIS BLOCK APPLIES TO AMENDMENTS OF SOLICITATIONS ONLY:</b><br>The above numbered solicitation is amended as set forth in Block 10 below.<br><input checked="" type="checkbox"/> The date and time specified for receipt of offers IS NOT extended.<br><input type="checkbox"/> <b>THE DATE AND TIME SPECIFIED FOR RECEIPT OF OFFERS IS CHANGED TO:</b><br>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:<br>(i) By completing Blocks 5 and 11 and returning this Amendment in the number of copies specified for the solicitation;<br>(ii) By acknowledging receipt of this Amendment on each copy of the bid submitted; or,<br>(iii) By separate letter, telegram, or fax referencing the solicitation and amendment.<br>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.<br><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> |  |                        |  |                                                                                                                                                                              |  |                                                                                                                                               |  |
| <b>9. THIS BLOCK APPLIES TO MODIFICATIONS TO CONTRACTS, DELIVERY OR PURCHASE ORDERS ONLY.</b><br>The above numbered Contract, Delivery, or Purchase order is modified as set forth in block 10 below.<br><input type="checkbox"/> This Change Order is issued in accordance with authority granted by instrument referenced in block 2.<br><input type="checkbox"/> The instrument in Block 2 is modified to reflect administrative changes.<br><input type="checkbox"/> This Supplemental Agreement is entered into pursuant to the Authority of: General Provision #2 Changes.<br><input type="checkbox"/> Other (Specify type of modification and authority): _____<br><input type="checkbox"/> CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT.<br><input type="checkbox"/> Contractor is not required to sign this document but is requested to acknowledge receipt.                                                                                                                                                                                                                                                                                                                                                                                                                  |  |                        |  |                                                                                                                                                                              |  |                                                                                                                                               |  |
| <b>10. DESCRIPTION OF CHANGES:</b><br>a. We are adding a Teams link to the PreProposal Meeting that will still be held at the Golf Course.<br><a href="#">Join the meeting now</a><br>Meeting ID: 270 970 697 021<br>Passcode: zZc3Zi<br><br>Except as provided herein, all terms and conditions of the document referenced above remain unchanged and in full force and effect.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |                        |  |                                                                                                                                                                              |  |                                                                                                                                               |  |
| <b>11a. SIGNATURE OF OFFEROR OR CONTRACTOR</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |                        |  | <b>CITY OF NEW BRAUNFELS, TEXAS</b>                                                                                                                                          |  |                                                                                                                                               |  |
| <b>11b. PRINTED NAME AND TITLE</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  | <b>11c. DATE</b>       |  | <b>SIGNED</b><br>Greg Gutierrez<br>Buyer<br><br>Date Feb 15 2024                                                                                                             |  |                                                                                                                                               |  |