

Nick Poulter
Green Resource Management DBA The Shredder
1000 Thomas Beck Road,
Des Moines, IA, 50315

01/08/20

Kelli Sizenbach

State Of Iowa

1305 E Walnut St, 3rd Floor

Des Moines, IA, 50319

Dear Kelli Sizenbach

Enclosed you will find The Shredder response to the RFP RFB1420005036

If you have any questions about this submission or if additional information is necessary, you may reach me at 515-280-3013 or nick@the-shredder.com. Thank you in advance for your attention.

Regards

Nick Poulter

Enclosed – RFP - RFB1420005036

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3.2.3 – Executive Summary

Green Resource Management - DBA The Shredder, is family owned local to Des Moines Shredding Vendor. We offer Secure Document Shredding on the same level as the national companies but back it up with the family owned service.

The Shredder has read, understands and agrees with the terms and conditions of the RFB and proposed contract.

The Shredder will comply with all the requirements of this RFB

No additional summary information

3.2.4 Specifications and Technical Requirements

Destruction Process

3.1.1, 3.1.2, 3.1.3, 3.1.4, 3.1.5, 3.1.6, 3.1.7, The Shredder agrees to all requests

Account Management

3.2.1, 3.2.2, 3.2.3, 3.2.4, The Shredder agrees to all requests

Required Certification and Agreements

3.3.1, 3.3.2, 3.3.3, The Shredder agrees to all request.

3.2.5 Background Information

3.2.5.1

The Shredder is a local Iowa Vendor who has preference for instate Bidders

3.2.5.2

Green Resource Management DBA The Shredder
1000 Thomas Beck RD, Des Moines, IA, 50315
Phone - 515-280-3013 Fax 515-280-8212
515-280-8212
Nick@the-shredder.com

3.2.5.4

S-Corporation

3.2.5.5

Only Location

1000 Thomas Beck RD, Des Moines, IA, 50315, Phone number - 515-280-3013

3.2.5.6

1000 Thomas Beck RD, Des Moines, IA, 50315, Phone number 515-280-3013

3.2.5.7

15 – 20 employees

3.2.5.8

Document Destruction

3.2.5.9

Nick Poulter, 1000 Thomas Beck Rd, Des Moines, Iowa, 50315, 515-280-3013

3.2.5.10

The Shredder is already registered to do business in Iowa

3.2.6 Experience

3.2.6.1

11 years in business

3.2.6.2

11 years of experience

3.2.6.4

Document Shredding, Storage and Medical Waste.

3.2.6.5

Broadlawns
Luis Esparza
(515) 282-2252

Community State Bank
John Wagner
515-252-1130

Iowa State University
Jayna Grauerholz
515-294-9394

3.2.6.6

The Shredder agrees

3.2.7 Terminations, Litigation, Debarment

3.2.7.1

No Terminated Services

3.2.7.2

No Damages or Penalties

3.2.7.3

No judgment, or decree of any Federal or State authority barring, suspending,

3.2.7.4

No litigation or threatened litigation, administrative or regulatory.

Attachment #1
Certification Letter

Alterations to this document are prohibited.

(Date) 01/08/20

Kelli Sizenbach, Issuing Officer
Iowa Department of Administrative Services
Hoover State Office Building, Level 3
1305 East Walnut Street
Des Moines, IA 50319-0105

Subject: Request for Bid - Bid Certifications

Issuing Officer:

I certify that the contents of the Bid submitted on behalf of The Shredder (Nick Poulter) in response to Iowa Department of Administrative Services for RFB1420005036 for Secure Document Shredding are true and accurate. I also certify that Bidder has not knowingly made any false statements in its Bid.

Certification of Independence

I certify that I am a representative of Bidder expressly authorized to make the following certifications on behalf of Bidder. By submitting a Bid in response to the RFB, I certify on behalf of the Bidder the following:

1. The Bid has been developed independently, without consultation, communication or agreement with any employee or consultant to the Agency or with any person serving as a member of the evaluation committee.
2. The Bid has been developed independently, without consultation, communication or agreement with any other Bidder or parties for the purpose of restricting competition.
3. Unless otherwise required by law, the information found in the Bid has not been and will not be knowingly disclosed, directly or indirectly prior to Agency's issuance of the Notice of Intent to Award the contract.
4. No attempt has been made or will be made by Bidder to induce any other Bidder to submit or not to submit a Bid for the purpose of restricting competition.
5. No relationship exists or will exist during the contract period between Bidder and the Agency or any other State agency that interferes with fair competition or constitutes a conflict of interest.

Certification Regarding Debarment

I certify that, to the best of my knowledge, neither Bidder nor any of its principals: (a) are presently or have been debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by a Federal Agency or State Agency; (b) have within a five year period preceding this Bid been convicted of, or had a civil judgment rendered against them for commission of fraud, a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public

transaction, violation of antitrust statutes; commission of embezzlement, theft, forgery, falsification or destruction of records, making false statements, or receiving stolen property; (c) are presently indicted for or criminally or civilly charged by a government entity (federal, state, or local) with the commission of any of the offenses enumerated in (b) of this certification; and (d) have not within a three year period preceding this Bid had one or more public transactions (federal, state, or local) terminated for cause.

This certification is a material representation of fact upon which the Agency has relied upon when this transaction was entered into. If it is later determined that Bidder knowingly rendered an erroneous certification, in addition to other remedies available, the Agency may pursue available remedies including suspension, debarment, or termination of the contract.

Certification Regarding Registration, Collection, and Remission of Sales and Use Tax

Pursuant to *Iowa Code sections 423.2(10) and 423.5(8) (2013)* a retailer in Iowa or a retailer maintaining a business in Iowa that enters into a contract with a state agency must register, collect, and remit Iowa sales tax and Iowa use tax levied under *Iowa Code chapter 423* on all sales of tangible personal property and enumerated services. The Act also requires Bidders to certify their compliance with sales tax registration, collection, and remission requirements and provides potential consequences if the certification is false or fraudulent.

By submitting a Bid in response to the (RFB), the Bidder certifies the following: (check the applicable box)

Bidder is registered with the Iowa Department of Revenue, collects, and remits Iowa sales and use taxes as required by *Iowa Code chapter 423*; or

Bidder is not a "retailer" or a "retailer maintaining a place of business in this state" as those terms are defined in *Iowa Code subsections 423.1(47) and (48)*.

Bidder also acknowledges that the Agency may declare the Bidder's Bid or resulting contract void if the above certification is false. The Bidder also understands that fraudulent certification may result in the Agency or its representative filing for damages for breach of contract in addition to other remedies available to Agency.

Sincerely,



Signature

NICK LOUDER SALES

Name and Title of Authorized Representative

Date

04/08/20

3.2.9 Acceptance of Terms and Conditions

The Shredder Agrees

3.2.10 Authorization to release Information

Attachment 2

3.2.11 Firm Bid Terms

The Shredder agrees

3.2.12 Bid Security

The Shredder agrees

3.2.13 Bin Lock Keys

The Shredder has the ability to provide keys to locks with the “do not duplicate “ statement stamped on them.

3.3 Cost

On-site Rate

| | Lock | 32 Gal | 64 Gal | 95 Gal | Gaylord | Pallet | Other |
|-------|------|---------|---------|---------|----------|-----------------|-------|
| Paper | 0 | \$10.00 | \$10.00 | \$10.00 | \$200.00 | TBD on quantity | TBD |
| Other | | | | | | | |

Off-site Rate

| | Lock | 32 Gal | 64 Gal | 95 Gal | Gaylord | Pallet | Other |
|-------|------|---------|---------|---------|----------|-----------------|-------|
| Paper | | \$10.00 | \$10.00 | \$10.00 | \$200.00 | TBD on Quantity | |
| Other | | | | | | | |

On Call Service - On-Site

| | Lock | 32 Gal | 64 Gal | 95 Gal | Gaylord | Pallet | Other |
|-------|------|---------|---------|---------|----------|-----------------|-------|
| Paper | | \$10.00 | \$10.00 | \$10.00 | \$200.00 | TBD on Quantity | |
| Other | | | | | | | |

On Call Service – Off-site Rate

| | Lock | 32 Gal | 64 Gal | 95 Gal | Gaylord | Pallet | Other |
|-------|------|---------|---------|---------|----------|-----------------|-------|
| Paper | | \$10.00 | \$10.00 | \$10.00 | \$200.00 | TBD on Quantity | |
| Other | | | | | | | |

| | Additional Services/Fees | |
|---------------------|--------------------------|---------------------|
| | On-site | Off-site |
| Container Rental | \$0.00 | \$0.00 |
| Container Drop Off | \$0.00 | \$0.00 |
| Contain Pick Up | \$0.00 | \$0.00 |
| Incineration | \$3.00 per Lbs | \$3.00 per Lbs |
| Expedited Services | \$0.00 | \$0.00 |
| Emergency Services | \$100.00 sur charge | \$100.00 sur charge |
| Purge service | \$4.00 per box | \$4.00 per box |
| Monthly minimums | \$0.00 | \$0.00 |
| Monthly Flat fees | \$0.00 | \$0.00 |
| Discounts Available | \$0.00 | \$0.00 |
| Other | \$0.00 | \$0.00 |

Attachment #2
Authorization to Release Information Letter

Alterations to this document are prohibited.

(Date) 01/08/20

Kelli Sizenbach, Issuing Officer
Iowa Department of Administrative Services
Hoover State Office Building, Level 3
1305 East Walnut Street
Des Moines, IA 50319-0105

Subject: Request for Bid – Authorization to Release Information

Dear Issuing Officer:

Bidder hereby authorizes the Iowa Department of Administrative Services ("Agency") or a member of the Evaluation Committee to obtain information regarding its performance on other contracts, agreements or other business arrangements, its business reputation, and any other matter pertinent to evaluation and the selection of a successful Bidder in response to this Request for Bids (RFB).

The Bidder acknowledges that it may not agree with the information and opinions given by such person or entity in response to a reference request. The Bidder acknowledges that the information and opinions given by such person or entity may hurt its chances to receive contract awards from the State or may otherwise hurt its reputation or operations. The Bidder is willing to take that risk.

The Bidder hereby releases, acquits and forever discharges the State of Iowa, the Agency, their officers, directors, employees and agents from any and all liability whatsoever, including all claims, demands and causes of action of every nature and kind affecting the undersigned that it may have or ever claim to have relating to information, data, opinions, and references obtained by the Agency or the Evaluation Committee in the evaluation and selection of a successful Bidder in response to the RFB.

The Bidder authorizes representatives of the Agency to contact any and all of the persons, entities, and references which are, directly or indirectly, listed, submitted, or referenced in the Respondent's Bid submitted in response to RFB.

The Bidder further authorizes any and all persons, and entities to provide information, data, and opinions with regard to its performance under any contract, agreement, or other business arrangement, its ability to perform, business reputation, and any other matter pertinent to the evaluation of the Bidder's Bid. The Bidder hereby releases, acquits and forever discharges any such person or entity and their officers, directors, employees and agents from any and all liability whatsoever, including all claims, demands and causes of action of every nature and kind affecting the Bidder that it may have or ever claim to have relating to information, data, opinions, and references supplied to the Agency in the evaluation and selection of a successful Bidder in response to RFB.

Sincerely,



Signature

Nick Rouder SALES
Name and Title of Authorized Representative

01/08/20
Date

This certification is a material representation of fact upon which the Agency has relied upon when this transaction was entered into. If it is later determined that Bidder knowingly rendered an erroneous certification, in addition to other remedies available, the Agency may pursue available remedies including suspension, debarment, or termination of the contract.

Certification Regarding Registration, Collection, and Remission of Sales and Use Tax

Pursuant to *Iowa Code sections 423.2(10) and 423.5(8) (2013)* a retailer in Iowa or a retailer maintaining a business in Iowa that enters into a contract with a state agency must register, collect, and remit Iowa sales tax and Iowa use tax levied under *Iowa Code chapter 423* on all sales of tangible personal property and enumerated services. The Act also requires Bidders to certify their compliance with sales tax registration, collection, and remission requirements and provides potential consequences if the certification is false or fraudulent.

By submitting a Bid in response to the (RFB), the Bidder certifies the following: (check the applicable box)

- ☒ Bidder is registered with the Iowa Department of Revenue, collects, and remits Iowa sales and use taxes as required by *Iowa Code chapter 423*; or
- ☐ Bidder is not a "retailer" or a "retailer maintaining a place of business in this state" as those terms are defined in *Iowa Code subsections 423.1(47) and (48)*.

Bidder also acknowledges that the Agency may declare the Bidder's Bid or resulting contract void if the above certification is false. The Bidder also understands that fraudulent certification may result in the Agency or its representative filing for damages for breach of contract in addition to other remedies available to Agency.

Sincerely,



Signature

NICK POULTER SALES
Name and Title of Authorized Representative

01/08/20
Date

Attachment #4
Form 22 – Request for Confidentiality

SUBMISSION OF THIS FORM 22 IS REQUIRED

THIS FORM 22 (FORM) MUST BE COMPLETED AND INCLUDED WITH YOUR RESPONSE (BID) TO THE REQUEST FOR BIDS (RFB). THIS FORM 22 IS REQUIRED WHETHER THE BID DOES OR DOES NOT CONTAIN INFORMATION FOR WHICH CONFIDENTIAL TREATMENT WILL BE REQUESTED. FAILURE TO SUBMIT A COMPLETED FORM 22 WILL RESULT IN THE BID TO BE CONSIDERED NON-RESPONSIVE AND ELIMINATED FROM EVALUATION. COMPLETE PART 1 OF THIS FORM 22 IF BID DOES NOT CONTAIN CONFIDENTIAL INFORMATION. COMPLETE PART 2 OF THIS FORM 22 IF THE BID DOES CONTAIN CONFIDENTIAL INFORMATION.

1. Confidential Treatment Is Not Requested

A Bidder not requesting confidential treatment of information contained in its Bid shall complete Part 1 of Form 22 and submit a signed Form 22 Part 1 with the Bid.

2. Confidential Treatment of Information is Requested

A Bidder requesting confidential treatment of specific information shall: (1) fully complete and sign Part 2 of Form 22, (2) conspicuously mark the outside of its Bid as containing confidential information, (3) mark each page upon which the Bidder believes confidential information appears **and CLEARLY IDENTIFY EACH ITEM for which confidential treatment is requested; MARKING A PAGE IN THE PAGE MARGIN IS NOT SUFFICIENT IDENTIFICATION**, and (4) submit a "Public Copy" from which the confidential information has been excised.

Form 22 will not be considered fully complete unless, for each confidentiality request, the Bidder: (1) enumerates the specific grounds in Iowa Code Chapter 22 or other applicable law that supports treatment of the information as confidential, (2) justifies why the information should be maintained in confidence, (3) explains why disclosure of the information would not be in the best interest of the public, and (4) sets forth the name, address, telephone, and e-mail for the person authorized by Bidder to respond to inquiries by the Agency concerning the confidential status of such information.

The Public Copy from which confidential information has been excised is in addition to the number of copies requested in Section 3 of this RFP. The confidential information must be excised in such a way as to allow the public to determine the general nature of the information removed and to retain as much of the Bid as possible.

Failure to request information be treated as confidential as specified herein shall relieve Agency and State personnel from any responsibility for maintaining the information in confidence. Bidders may not request confidential treatment with respect to pricing information and transmittal letters. A Bidder's request for confidentiality that does not comply with this form or a Bidder's request for confidentiality on information or material that cannot be held in confidence as set forth herein are grounds for rejecting the Bid as non-responsive. Requests to maintain an entire Bid as confidential will be rejected as non-responsive.

If Agency receives a request for information that Bidder has marked as confidential and if a judicial or administrative proceeding is initiated to compel the release of such information, Bidder shall, at its sole expense, appear in such action and defend its request for confidentiality. If Bidder fails to do so, Agency may release the information or material with or without providing advance notice to Bidder and with or without affording Bidder the opportunity to obtain an order restraining its release from a court possessing competent jurisdiction. Additionally, if Bidder fails to comply with the request process set forth herein, if Bidder's request for confidentiality is unreasonable, or if Bidder rescinds its request for confidential treatment, Agency may release such information or material with or without providing advance notice to Bidder and with or without affording Bidder the opportunity to obtain an order restraining its release from a court possessing competent jurisdiction.

Part 1 – No Confidential Information Provided

Confidential Treatment Is Not Requested

Bidder acknowledges that bid response contains no confidential, secret, privileged, or proprietary information. There is no request for confidential treatment of information contained in this bid response.

This Form must be signed by the individual who signed the Bid. The Bidder shall place this Form completed and signed in its Bid.

****Fill in and sign the following if you have provided no confidential information. If signing this Part 1, do not complete Part 2.***

THE SHREDDER

Company

1420005036

RFB Number

SECURE

DOCUMENT SHREDDING

RFB Title

N. Joutz

Signature (required)

SALES

Title

01/08/20

Date

(Proceed to the next page only if Confidential Treatment is requested.)

Part 2 - Confidential Treatment is Requested

The below information is to be completed and signed ONLY if Bidder is requesting confidential treatment of any information submitted in its Bid.

NOTE:

- **Completion of this Form is the sole means of requesting confidential treatment.**
- **A BIDDER MAY NOT REQUEST PRICING FOR BIDS BE HELD IN CONFIDENCE.**

Completion of the Form and Agency's acceptance of Bidder's submission does not guarantee the agency will grant Bidder's request for confidentiality. The Agency may reject Bid entirely in the event Bidder requests confidentiality and does not submit a fully completed Form or requests confidentiality for portions of its Bid that are improper under the RFB.

Please provide the information in the table below. Bidder may add additional lines if necessary or add additional pages using the same format as the table below.

| RFB Section: | Bidder must cite the specific grounds in <i>Iowa Code Chapter 22</i> or other applicable law which supports treatment of the information as confidential. | Bidder must justify why the information should be kept in confidence. | Bidder must explain why disclosure of the information would not be in the best interest of the public. | Bidder must provide the name, address, telephone, and email for the person at Bidder's organization authorized to respond to inquiries by the Agency concerning the status of confidential information. |
|--------------|---|---|--|---|
| | | | | |
| | | | | |
| | | | | |
| | | | | |

This Form must be signed by the individual who signed the Bid. The Bidder shall place this Form completed and signed in its Bid immediately following the transmittal letter. A copy of this document shall be placed in all Bids submitted including the Public Copy.

****If confidentiality is requested, failure to provide the information required on this Form may result in rejection of Bidder's submittal to request confidentiality or rejection of the Bid as being non-responsive.***

****Please note that this Form is to be completed and signed only if you are submitting a request for confidential treatment of any information submitted in your Bid. If signing this Part 2, do not complete Part 1.***

Company

RFB Number

RFB Title

Signature (required)

Title

Date

Acknowledgment of Statement of Confidentiality

Release of Confidential Internal Revenue Service (IRS) Information

Pursuant to the agreement between the State of Iowa and the IRS, I realize that information provided the Iowa Department of Revenue by the Department of Treasury is confidential in nature. I am also aware that the following is punishable:

- 1) The willful inspection (browsing) of information without authorization, or
- 2) The willful release of such information to persons other than that intended by Iowa Department of Revenue policy and procedures.

A person committing an offense of willful inspection without authorization of federal information against the provisions of Section 7213 A of the Internal Revenue Code shall be guilty of a federal misdemeanor and, upon conviction thereof, shall be fined not more than \$1,000 or imprisoned not more than one year, or both, together with the cost of prosecution.

A person committing an offense of unauthorized disclosure of federal information against the provisions of Sections 6103 and 7213(a) of the Internal Revenue Code shall be guilty of a felony and, upon conviction thereof, shall be fined not more than \$5,000 or imprisoned not more than five years, or both, together with the cost of prosecution. In addition, a person may be subject to civil action by the taxpayer for unlawful inspection or disclosure pursuant to section 7431 of the Internal Revenue Code.

N.P.

Employee's Initials

Release of Confidential Iowa Department of Revenue Information

Pursuant to the Code of Iowa, I understand the willful release of confidential information in a manner inconsistent with Iowa law is punishable as set forth below. I also understand that the willful inspection (browsing) of tax records is a violation of Iowa law. A person committing an offense against the above provisions shall be guilty of a serious misdemeanor and, upon conviction thereof, shall be fined up to \$1,000 and/or imprisoned up to one year. In addition, that person will be discharged from employment and may face the potential of personal liability in a lawsuit brought by the affected taxpayer.

N.P.

Employee's Initials

My understanding of these obligations is acknowledged by my initials above and my signature here.

NICK POUTER

Print Name

N. Pouter

Signature

01/08/20

Date

THE SHREDDER

IDR Division / Company Name

subcontractors shall sign, either with ink or electronic signature, a confidentiality statement certifying their understanding of the security requirements.

Acknowledgement of Statement of Confidentiality

I understand all information received under this contract is confidential unless otherwise designated by the Agency. I further understand I am bound by state and federal confidentiality law that prohibits disclosure of state and federal data and program information. For example, see Iowa Code section 252B.9 and 252B.9A. Some of these statutes carry criminal penalty or civil liability for statute violation. For example, see Iowa Code section 252B.10, 42 U.S.C. §653(l)(2) and 654a(d)(5), and 5 U.S.C. § 552a.

I realize that information provided to the Department of Human Services by the Internal Revenue Service is confidential in nature. I am also aware the following is punishable:

- 1) The willful inspection (browsing) of information without authorization, or
- 2) The willful release of such information to persons other than that intended by the Iowa Department of Human Services policy and procedures.

I understand unauthorized inspection of federal tax information to anyone against the provisions of Section 7213A and 7431 of the Internal Revenue Code is a criminal misdemeanor punishable, upon conviction, by a fine of as much as \$1,000.00 or imprisonment for as long as 1 year, or both, together with the costs of prosecution. I further understand that any such unauthorized inspection I am found to be responsible for may also result in a money judgment against me in an amount equal to the sum of the greater of \$1,000 for each unauthorized inspection or the amount of the actual damages to the taxpayer.

I understand unauthorized willful disclosure of federal tax information to anyone against the provisions of Section 7213 and 7431 of the Internal Revenue Code is a felony punishable if convicted by a fine up to \$5,000 or imprisonment up to five (5) years, or both, plus the cost of prosecution. I further understand that any such unauthorized future disclosure of federal tax information may also result in a money judgment against me in an amount not less than \$1,000 for each unauthorized disclosure.

I also understand that under 5 U.S.C. § 552a, The Privacy Act of 1974, willful disclosure of SSA information can result in a misdemeanor and a fine not to exceed \$5,000. Willful maintenance of a system of records can result in a misdemeanor and fine not to exceed \$5,000. Willfully and knowingly requesting or obtaining records under false pretenses can result in a misdemeanor and fine not to exceed \$5,000.

I have read and understand this Acknowledgement of Statement of Confidentiality Information and have had an opportunity to ask my supervisor questions about this information.

| | |
|------------------------------|------------------------------|
| Printed Name NICK POULTER | Company Name THE SHREDDER |
| Signature N. Poulter | Date 01/13/20 |



January 8, 2020

To: All Potential Respondents
From: Kelli Sizenbach, Purchasing Agent
Subject: RFB1420005036

Addendum One

Please amend the subject RFP as follows:

Section 4.1.3 is changed to – Bidder must provide locks for all containers and allow agencies to add an additional lock if deemed necessary by the agency.

Section 4.1.7.1 is changed to – Destroyed within 72 hours.

Section 6.6 is added as follows - Qualified Service Organization. The Contractor acknowledges that it will be receiving, storing, processing, or otherwise dealing with confidential patient records from programs covered by 42 CFR part 2, and the Contractor acknowledges that it is fully bound by those regulations. The Contractor will resist in judicial proceedings any efforts to obtain access to patient records except as permitted by 42 CFR part 2. "Qualified Service Organization" as used in this Contract has the same meaning as the definition set forth in 42 CFR § 2.11.

Section 6.7 is added as follows: "Contractor Breach Notification Obligations. The Contractor agrees to comply with all applicable laws that require the notification of individuals in the event of unauthorized use or disclosure of Confidential Information or other event(s) requiring notification in accordance with applicable law. In the event of a breach of the Contractor's security obligations or other event requiring notification under applicable law, the Contractor agrees to follow Agency directives, which may include assuming responsibility for informing all such individuals in accordance with applicable laws, and to indemnify, hold harmless, and defend the State of Iowa against any claims, damages, or other harm related to such breach."

The due date has been extended to January 17, 2020 at 2:00 PM.

Please acknowledge receipt of this addendum by signing in the space provided below, and return this letter with your offer (do not send back separately).

I hereby acknowledge receipt of this addendum.

Signature

Nick Poulter

Typed or Printed Name

Date

01/08/20



January 9, 2020

To: All Potential Respondents
From: Kelli Sizenbach, Purchasing Agent
Subject: RFB1420005036

Addendum Two

Please amend the subject RFP as follows:

Bidders must use the newly updated RFB Document.

Section 3.2.13 – Line item added regarding Bin Lock Keys. The Bidder shall specify if they have the ability to provide keys to locks with the “do not duplicate” statement stamped on them.

Section 3.3 – Line item added to allow for trip charges to unlock bins.

Addition of Section 4.1.6 - Bidder must provide service within 72 hours of the request for service.


Addition of Section 4.3.4 - Bidder must agree to Confidentiality Acknowledgements listed in Attachment #9.

Attachment #9 – Deleted this attachment as it was a duplication of Section 3.3.

Added new Attachment #9 – Confidentiality Acknowledgements

Please acknowledge receipt of this addendum by signing in the space provided below, and return this letter with your offer (do not send back separately).

I hereby acknowledge receipt of this addendum.



Signature



Date



Typed or Printed Name

