

## ADDENDUM NO. 3

**DATE:** May 11, 2020  
**TO:** All Prospective Proposers  
**FROM:** Kathy Cheng, Buyer III  
**SUBJECT:** Addendum No. 3 - RFP P19157 – Water Delivery Services

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Certain revision, additions, and modifications are hereby incorporated into the Request for Proposal (RFP) documents. Proposer must sign FORM 10 - ACKNOWLEDGMENT OF ADDENDA (page 37 of RFP P19157) to indicate receipt of Addendum. Please list each Addendum received, sign, date and submit with your proposal in order for your proposal to be accepted.

The Change is as follows:

1. Section IX. SCOPE OF SERVICES, Paragraph 6 FILTRATION REQUIREMENTS FOR FILTRATION DISPENSERS, (page 19 of RFP P19157) is revised to add the following sentences to the end of the Paragraph:

“VTA also accepts an exchange of municipal water service dispensers by Contractor every six (6) month in lieu of replacing water filters every six (6) month. Contractor must provide newly cleaned or used dispensers with brand new filters replacement. Contractor must also provide a list of VTA replaced dispensers serial numbers with corresponding new filtration unit serial numbers to VTA for record purpose.”

2. Section IX. SCOPE OF SERVICES, Paragraph 13 SEMI-ANNUAL CLEANING OF WATER COOLERS/DISPENSERS, (page 22-23 of RFP P19157) is revised to add the following sentences to the end of the Paragraph:

“VTA also accepts an exchange of water coolers/dispensers by Contractor every six (6) months in lieu of providing semi-annual cleaning of water coolers/dispensers every six (6) month as described in the above paragraphs a. to k. Contractor must provide new or used dispensers which have been cleaned as required in the above paragraphs a. to k. Contractor must also provide a list of VTA replaced coolers and dispensers serial numbers with corresponding new cooler and/or dispenser unit serial numbers to VTA for record purpose.”

3. Section IX. SCOPE OF SERVICES, Paragraph 12 FURTHER DELIVERY REQUIREMENTS, Subparagraph 12e. (page 22 of RFP P19157) is deleted in its entirety and is replaced with the followings:

**“HALF-LITER BOTTLED WATER AND ONE GALLON DISTILLED WATER:**

Contractor must provide half-liter bottled water and one gallon bottled distilled water. Deliveries of cases of half-liter bottled water and one gallon bottled distilled water must be hand delivered to the area(s) indicated. VTA equipment may be used to move palletized or otherwise packaged materials as appropriate if the Contractor cannot supply its own lifting equipment. In these cases, the Contractor’s technician must be certified to use the appropriate equipment in a manner that is acceptable to VTA. The Contractor or Contractor’s technician will supply a certificate or evidence of his or her certification to operate the lifting equipment upon request by the VTA Authorized Representative, VTA Designated Contact, or submit the document to the VTA to remain on file confirming eligibility to use the lifting equipment. VTA will not be responsible for any accidents or injuries incurred by Contractor or Contractor’s technician using VTA lifting or man use equipment. Contractor’s use of any VTA-provided equipment is subject to the indemnity provisions of this Contract.

Quantities and locations of half-liter cased bottled water must be hand delivered and labeled as follows:

- i. 600 bottles per month for the Field Supervision Group: Deliver via hand service to Cerone Division Building H.”
  
4. Form 4: Cost Proposal Form is replaced by Form 4: Cost Proposal Form – Revision 1. Please download Form 4: Cost Proposal Form – Revision 1 from VTA’s website at: <https://www.vta.org/business-center/solicitations/water-delivery-services>. The description of line Item 3 and 4 in the Form has been updated. Best and Final Offer (BAFO) should be submitted by using Form 4: Cost Proposal Form – Revision 1. All references to Form 4: Cost Proposal Form in this RFP P19157 will thereafter be deemed to be references to Form 4: Cost Proposal Form – Revision 1.

If you have any questions, please do not hesitate to email me at [Kathy.Cheng@vta.org](mailto:Kathy.Cheng@vta.org) or call (408) 952-4273.