

# COUNTY OF BERKS

## Purchasing Department

Berks County Services Center, 633 Court Street, Reading, PA 19601

Tel: 610-478-6168 Fax: 610-898-7404

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*George Rodrigues, Director of Contracts and Procurement*

### NOTICE TO BIDDERS

#### Amendment #1 Issued on March 31, 2026

#### Re: Invitation to Bid #26-06-JR

This Amendment should consist of a total of 2 pages. If you have not received this Amendment in its entirety, please contact the County of Berks Purchasing Department at (610) 478-6168.
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The County hereby amends the above noted Invitation to Bid (ITB) as indicated herein. All other details of the ITB remain unchanged. Language that is underlined denotes that which has been added. Language that has been stricken denotes that which is hereby removed.

Where conflict exists between these responses and information in the original ITB package, the responses shall prevail.

A pre-bid conference was held via Teams Meeting on March 17, 2026 at 1:00 P.M. The following individuals and companies were represented at the meeting:

<u>Name</u>	<u>Entity</u>
Jennifer Rhoads	County of Berks
Amber Axon-Good	County of Berks
George Rodrigues	County of Berks
Mansoor Zaki	County of Berks
Melanie Olson	County of Berks
Chris Dunne	Cintas
Brad Bartman	Office Service

Several key points were reviewed by the Purchasing Department at the beginning of the pre-bid meeting. They were:

- As per Section One, an amendment will be issued to respond to any and all questions and clarifications submitted and/or identified as needed by the County. Questions answered, or responses not set forth in an amendment shall not be valid and binding upon the County.
- As per Section One, submit all questions in writing to the County point of contact, as detailed therein.
- Section One, contains the deadline for receipt of bids. The County Controller's clock shall be considered the official time. There will be no exceptions to the Bid Deadline.
- Section One, Clause 16, Insurance – Please review carefully with your agency/broker to ensure you meet or exceed all the limits and the endorsements identified therein.

Following is a list of questions asked at the pre-bid conference or submitted in writing and the County's response to each question. **The responses to these questions form an integral part of the Invitation to Bid (ITB) package and these responses may alter a Bidder's responsibilities in submitting a bid.** Where conflict exists between these responses and information in the original ITB package, the responses shall prevail.

### **Responses to Questions**

**Q1: Will the contract be awarded to a single vendor?**

**A1: The County reserves the right to award a single contract for the total requirement or award multiple contracts on a group a line-item basis in any combination that best serves the interest of the County.**

**Q2: Are you requesting (2) physical samples of everything on this bid completely embellished?**

**A2: Samples are required when a bidder proposes a substitute instead of the exact specified item.**

**Q3: What if the bidder is unable to find the exact style number listed in the solicitation?**

**A3: Bidders may submit an alternate based on the specifications outlined in Section Two of the ITB. Samples will be required for all alternate items.**

**Q4: How Should the bidder indicate a proposed alternate item?**

**A4: On Attachment L, Price Schedule, column H, bidder must note the brand and style number of any alternate being proposed.**

Should you have any questions regarding this Amendment, please contact Jennifer Rhoads, Senior Buyer, via phone at (610) 478-6168 ext. 6278 or via email at [jarhoads@berkspa.gov](mailto:jarhoads@berkspa.gov).