



CITY OF TORRINGTON
Addendum # 1

RFP #TCH-316-021709 RELOCATION OF CITY HALL FURNISHINGS, FIXTURES & EQUIPMENT TO 59 FIELD STREET, TORRINGTON

Date of bid opening: February 17, 2009

Time: 10:00 AM

Location: Room 109A, City Hall

Submit signed addenda with bid.

The City of Torrington reserves the right to accept or reject any or all bids or any portion thereof, to waive technicalities, and to award the contract as will best serve the public interest.

Dated in Torrington: February 10, 2009 Purchasing Agent _____
Pennie Zucco

Bid Submitted By: _____

Name of Company _____ Signature _____

Date _____ Title _____

ADDENDUM #1 HAS (5) FIVE CHANGES SPECIFIED BELOW:

1) Reference Supplement "Probate Office Vault". The twenty-four (24) Vertical Document Files (see referenced photo) was stated that these items will not be moved, will not be packed by movers. **ONLY the Packed file boxes will now be moved by the successful bidder.**

2) **A) Reference: Paragraph 1.6 Schedule.** Although the Probate Office move scheduled during the three day period of February 27, 2009 through March 1, 2009, has been postponed to the second phase of the relocation, substitution of another department(s) will be made to ensure that movers have ample departments/items available to completely fill the three day period and provide maximum utilization and efficiency of their work. The Probate Office will be moved in accordance with the scheduling of Phase II of the move, as outlined in Paragraph 3 of this addendum. This change is predicated on the completion of the Temporary Vault at 59 Field Street, Torrington.

B) This change also applies to the schedule outlined in the first paragraph of the 9th page of the bid invitation titled "Relocation of City Hall Furnishings, Fixtures & Equipment to 59 Field Street, Torrington, BID #TCH-316-021709, Specifications".

- 3) Although every effort is being made to stay with the second phase of the move scheduled for March 6th, 7th, and 8th, 2009, there is a potential that the second phase of the move will have to be rescheduled to March 13th, 14th and 15th, 2009. This delay is due to construction restraints imposed by the State mandated vault requirements at 59 Field Street, Torrington. The successful bidder will be kept closely informed of the progress of the vault construction, and attendant changes to the schedule.
- 4) The TAX COLLECTOR'S OFFICE counter/customer service desk will **NOT** be included in the move to 59 Field Street, Torrington.
- 5) There were no written questions submitted by potential bidders that attended the mandatory walk-thru on February 10, 2009.