

# COLUMBUS CONSOLIDATED GOVERNMENT

Georgia's First Consolidated Government



## FINANCE DEPARTMENT

### PURCHASING DIVISION

100 TENTH STREET, P. O. BOX 1340  
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[www.columbusga.org](http://www.columbusga.org)

March 3, 2010

### Addendum No. Two

#### EMPLOYEE SERVICE AWARD PINS

PQ No. 10-0012

**Acknowledgment of receipt of Addenda must be included with sealed Quote. Include an initialed copy of each addendum or initial the appropriate area on the Quote Form.**

**Initials: \_\_\_\_\_ Company: \_\_\_\_\_**

Vendors are informed that the above subject Price Quote is hereby modified, corrected, or supplemented as specified, described and set forth in this Addendum:

1. City's response to the following submitted questions:

A. Question: *"The company I am trying to source these pins from is in China. They can provide exactly what you want; however we can't do it in 1 month. Is there any chance of extending the deadline which would allow me to bid?"*

Response: **The deadline date cannot be delayed. The pins are given out to employees during Public Service Recognition Week which is the first week in May (3<sup>rd</sup>-7<sup>th</sup>) this year.**

B. Question: *"We also want to bid the pins in their natural finish thereby saving additional dollars. Your spec says antique finish. How important is that?"*

Response: **Antique finish only.**

C. Question: *"We can send a sample, but it will not be made to these specifications exactly, just what we have on hand. What do you expect?"*

Response: **Page 10, Section VII of the Submission Requirements, Item B. Samples, states "Submit a sample pin, of comparable size and detail, depicting the typical quality the City can expect."**

D. Question: *“Is it possible to receive the tabulation results from last year’s bid?”*

Response: **This item was not processed as a bid (PQ) last year as it fell below the \$5,000.00 thresh-hold. Per the Procurement Ordinance No. 09-24, Section1, Article 3, Item 3-104 (2), the using Department was authorized to obtain three competitive quotes from reputable vendors. The vendors were Crown Trophy #87, J Brandt Recognition Ltd and Herndon Recognition Company. The tabulation for the awarded vendor, Crown Trophy #87, is shown below.**

**5 Year Pin - \$6.33 ea.**

**10 Year Pin - \$12.42 ea.**

**15 Year Pin - \$14.26 ea.**

**20 Year Pin - \$14.26 ea.**

**25 Year Pin - \$14.26 ea.**

**30 Year Pin - \$14.26 ea.**

**35 Year Pin - \$34.16 ea.**

**40 Year Pin - \$36.00 ea.**

2. Indicate that your company has received this Addendum in the appropriate areas and include with sealed Quote. **Failure to acknowledge receipt of this addendum will render your Quote “Incomplete”.**

*Andrea J. McCorvey*

Andrea J. McCorvey, CPPB  
Purchasing Division Manager