

STATE OF NORTH CAROLINA  
NORTH CAROLINA DEPARTMENT OF TRANSPORTATION  
PURCHASING DEPARTMENT  
1 SOUTH WILMINGTON STREET, ROOM 334B  
RALEIGH, NC 27601

**IMPORTANT BID ADDENDUM**

April 13, 2021

**THE CONTRACTOR MUST SIGN THE ADDENDUM SIGNATURE PAGE AND RETURN WITH THE BID PACKAGE. FAILURE TO RETURN THE EXECUTED SIGNATURE PAGE OF THE ADDENDUM MAY RESULT IN DISQUALIFICATION OF BID:**

Bid Number: **54-SM-01-11985857**      Service/Commodity: **Custodial Operations & Maintenance of Rest Area**  
Addendum Number: **2**      Using Agency: **Roadside Environmental**  
Purchaser: **Sharon McCalop**      Opening Date/Time: **April 21, 2021 at 2:00 PM**

**INSTRUCTIONS:** Please adhere to the following changes on the bid referenced above:

**THIS BID ADDENDUM MUST BE SIGNED AND RETURNED PRIOR TO APRIL 21, 2021 AT 2:00 PM.**

The following changes are made to the above referenced proposal for the **Dare County Roanoke Island Rest Area/Visitor Information Center (single) on US 64/264.**

**1. Amend Page 47: STANDARD COMPENSATION REDUCTIONS FOR REST AREA PERSONNEL, SUPPLIES AND PROCEDURES FOR EACH REST AREA SITE as follows:**

D. Rest Area Staff Uniform: In cases where an attendant or supervisor is not in complete Standard Rest Area Staff Uniform and/or Temporary Rest Area Staff Uniform for new employees and additional staffing, as specified herein, or when a Contractor is without a uniform rental and cleaning contract as specified herein, an immediate standard reduction of \$100.00 per staff member on each shift not in complete uniform **and \$100.00 per day for lack of uniform rental and cleaning contract** will be deducted from the Contractor's monthly payment.

**2. Amend Page 51: COMPENSATION as follows:**

Monthly Submittal Data required for processing payment is as follows:

1. Monthly invoice for services rendered.
2. Original Supervisor's Weekly Work Log, signed and dated.
3. Original Supervisor's On The Job Training Record, signed and dated.
4. Original Employee's Monthly Work Log, Custodians and Supervisor, signed and dated.
5. Time cards for the month.
6. Original Illegal Activity Report, signed and dated.
7. Original Monthly Rest Area Water Use Report, signed and dated.
8. Original Monthly Lighting Inspection Sheet, signed and dated.
9. Original Rest Area Recycling Monthly Report, signed and dated.
10. DBE-IS form.
- 11. Original Grounds Maintenance Worklog, signed and dated.**

**EXECUTE ADDENDUM:**

BIDDER: \_\_\_\_\_

ADDRESS (CITY & STATE): \_\_\_\_\_

AUTHORIZED SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

NAME and TITLE (Typed): \_\_\_\_\_

Deliver To:

**Bid No. 54-SM-01-11985857**  
**Attention: Sharon McCalop**  
**N.C. Department of Transportation**  
**Purchasing Section**  
**1 South Wilmington Street, Room 334B**  
**Raleigh, N.C. 27601**

1. Check **ONLY** one of the following categories and return one (1) properly executed copy of this addendum and two (2) copies (**all pages**) **prior** to bid opening time and date.

Bid has already been sent. Changes resulting from this addendum are as follows:

Bid has already been sent. **NO CHANGES** resulted from this addendum.

Bid has **NOT** been sent and **ANY CHANGES** resulting from this addendum are included in our bid.