

NORTH HILLS SCHOOL DISTRICT

INVITATION TO BID

GENERAL/SPECIAL CONDITIONS

Refuse Removal and Recycling

**Bids Due: February 25, 2019
11:00 a.m.**

**NORTH HILLS SCHOOL DISTRICT
135 SIXTH AVENUE
PITTSBURGH, PA 15229**

INVITATION TO BID - General Conditions, Refuse Removal and Recycling

The North Hills School District (“District”) invites vendors to submit bids on Refuse Removal and Recycling in accordance with specifications and instructions set forth hereinafter and on all District’s bidding documents.

DEFINITIONS

Bidding Documents consist of the Advertisement or Invitation to bid, Instructions to Bidders, bid forms, other sample bidding and bonding forms, drawings provided to bidders, and all addenda issued prior to the bid opening date. All such documents, the Purchase Order, and revisions issued prior to the execution of the contract are part of the contract under consideration. Any questions should be directed to Kevin Swindell, Director of Facility Services, at (412) 318-1049. A Bid is a complete and properly signed proposal to supply the products and perform the work for the sums stipulated therein, submitted in accordance with the Bidding Documents.

BIDDER’S REPRESENTATIONS

A Bidder by making a bid represents that he has read and understands the bidding documents and that the bid is made in accordance therewith, and that the Bid is based upon the materials, equipment, systems and performance required by the North Hills School District Bidding Documents without exception.

PROCEDURE FOR BIDDING

Bids are to be submitted in a sealed envelope clearly marked Refuse Removal and Recycling, and delivered to Ms. Pamela LaBrasca, at 135 Sixth Avenue, Pittsburgh, PA. 15229. All bids must be received by Ms. LaBrasca by February 25, 2019 at 11:00 a.m. Any Bid received after that time and date will be returned to the bidder unopened. Any bid may be withdrawn prior to the deadline listed, however, after a bid has been opened, it may not be withdrawn. All prices and other terms of the bid shall be firm for the contract period called out in the specifications of the contract from the date of the bid opening.

BID FORMAT AND PRICES

All bids must be made on the forms provided. Bid prices shall include all costs including delivery, installation, installation period insurance and other costs incidental to the sale, delivery and installation of all products included in the bid. The Bid price shall include all items and incidentals such as hardware, supplies, etc. required or necessary for the proper installation of the specified items to the manufacturer's specifications. No charge will be allowed for Federal, State, or Local taxes from which the Board of School Directors is exempt. Exemption certificates will be provided to the successful bidder if requested. Each bid shall contain the name, residence and place of business of the person or persons making the bid and must be signed by the person making the bid or by an authorized representative. The signature page must clearly show the position or designation of the person signing.

CONSIDERATION OF BIDS

All bids received on time as indicated above will be opened publicly and read aloud at the time and place stated above. The District reserves the right to reject any or all bids, reject any non-responsive bids, reject any bid not accompanied by a required bid security or by other data required by the bidding documents, or reject a bid which is in any way incomplete or irregular. It is the intent of the District to award the bid to the lowest responsible bidder provided the bid has been submitted in accordance with the bid documents and does not exceed the funds available as determined by the Board of School Directors. The District will accept bids based upon the total bid price for each of the items specified. The District retains the right to waive informalities or irregularities in a bid received and to accept the bid which, in the District's sole judgment, is in the District's best interests.

REQUIRED BID BOND

For any contract exceeding \$5,000, each bid shall be accompanied by a bidder's bond for the amount of 10% (ten percent) of the contract price. The premium on such bonds will be borne by the contractor and the bond will be drawn in favor of the North Hills School District. The bond shall be issued by a company legally authorized to do business in the Commonwealth of Pennsylvania.

PAYMENT TERMS

Payment shall be made as net 45 days from the later of date of invoice or date of written acceptance by the District of completed installation, unless otherwise agreed to in writing by an agent of the North Hills School District.

GUARANTEES AND WARRANTIES

The successful bidder, in consideration of the bid price, guarantees that the workmanship and materials furnished under these specifications are in all respects first-class, and of such kind and

quality that the improvements will remain in good condition for and during the entire period of the contract.

LEGAL REQUIREMENTS, INSURANCE, WORKERS' COMPENSATION, LIABILITY

With respect to any and all labor performed on the premises of the District, the successful vendor agrees to be governed by the following:

1. All relevant provisions of the Act of Assembly enacted March 10, 1949, commonly known as the Public School Code of 1949, together with its amendments and supplements and particularly to be bound by and comply with Sections 752, 753, 754, and 755 the provisions of which by reference hereto are made a part of this agreement. The successful bidder further agrees to be governed by all the relevant provisions of Act 222, commonly known as the Pennsylvania Human Relations Act, and Act 442, commonly known as the Pennsylvania Prevailing Wage Act, for all contracts in excess of \$25,000.
2. The successful vendor shall accept all responsibility for workers' compensation liabilities related to the contract. The successful bidder shall at all times indemnify and hold harmless the District of and from all claims of Workmen's Compensation which may be made by any of the employees of the contractor or subcontractors employed on the project, and the successful bidder shall appear for and defend the District against any and all such claims.
3. The successful bidder shall provide the District with proper evidence of carriage of all insurances required hereunder.

The Contractor shall take out and maintain, during the life of the contract, such Public Liability and Property Damage Insurance as shall protect the Owner, the Contractor, and any subcontractors performing work covered by this contract, from claims for damages or personal injury, including wrongful death, as well as from claims for property damages, which may arise from the operation under this contract, whether such operations be by himself or by any Subcontractors, or anyone directly or indirectly employed on the project.

SPECIAL HAZARD

If there is a possibility of such hazards existing on the work contemplated, it shall be covered by the rider or riders to the policy or policies.

SPECIAL CONDITIONS

S.1 SCOPE

- A. These SPECIAL CONDITIONS modify or amplify the GENERAL CONDITIONS of the Agreement and INSTRUCTIONS TO BIDDERS, where any article of either is supplemented hereby, the original provisions remain in effect and the supplementary portion shall be considered as added to the original provisions.

S.2 HUMAN RELATIONS ACT

- A. The provisions of the Pennsylvania Human Relations Act, Act 222 of October 27, 1955 (P.L. 744) (43 P.S. Section 951, et. seq.) of the Commonwealth of Pennsylvania prohibit discrimination because of race, color, religious creed, ancestry, age, sex, national origin, handicap or disability, by employers, employment agencies, labor organizations, contractors and others. The contractor shall agree to comply with the provisions of this Act as amended that is made part of this specification. Your attention is directed to the language of the Commonwealth's non-discrimination clause in 16 PA. Code 49.101.

S.3 REPRESENTATIVES OR CONTRACTOR

- A. Each Contractor represents that he has had an opportunity to examine and has carefully examined all of the Contract Documents including all the plans and specifications which are a part of the Contract Documents and has fully acquainted himself with all conditions relevant to the work, the site of the work and its surroundings, and assumes the risk of any variances between the actual conditions relevant to the work and the same as shown or represented in the Contract Documents; that he has made all investigations essential to full understanding of the difficulties which may be encountered in performing the work, statements or information made or furnished by Owner notwithstanding. Contractor will, regardless of any such conditions relevant to the work, the site of the work, and its surroundings, complete the work for the contract price stated in the agreement (except in the cases or changes in the work which will be made pursuant to the Article entitled "Changes in the Work" of the GENERAL CONDITIONS) and assume full and complete responsibility for any such conditions relevant to the work, the site of the work, or its surroundings, and all risks in connection therewith.

S.4 LAYOUT OF WORK

- A. Each Contractor shall check all dimensions and details before any work is started. He shall provide competent engineering services to lay out and execute the work in accordance with the Contract requirements. The Contractor shall take all measurements, lay out all work included in his Contract, and be responsible for its accuracy. The Owner assumes no responsibility for any variation of field conditions from the Drawings. The Contractor shall provide men and survey equipment necessary for the Architect to verify grade elevations.

S.5 INSPECTION – TESTS

- A. Each Contractor shall notify local officials at stages of work when local inspection is required.

S.6 MUTUAL RESPONSIBILITY OF CONTRACTOR

- A. Should the Contractor, in the performance of his contracts, cause damage to any person, any property, or work of another contractor working on this project, he shall, upon due notice to do so from the Owner, or other party to the damage, arrange for an amicable settlement thereon. It is agreed by all parties herein, that such disputes shall not delay completion of the work, nor the cause for claim against the Owner. Work shall be continued by the party claiming damages, at his expense, subject to such damages as may be obtained by due course of law.

S.7 CONTRACTOR'S LIABILITY

- A. It is hereby mutually covenanted and agreed that the status of the Contractor in the work to be performed by him under this contract, is that of any independent Contractor, and that as such, he shall properly safeguard against any and all injury or damage to the public, to public or private property, materials, and things, and that as such, he alone shall be responsible for any and all damage, loss or injury to persons or property that may arise, or be incurred in or during the conduct or progress of said work, without regard to whether or not the Contractor, his Subcontractors, agents or employees have been negligent, and that Contractor shall keep the Owner free and discharged of, and from any and all responsibility and liability therefore, or any sort or kind; that the Contractor shall assume all responsibility for risks or casualties of every description, for any and all damage, loss or injury to persons or property arising out of the nature of the work, from the action of the elements, or from any unforeseen or unusual difficulties; that the Contractor shall assume and be liable for all blame and loss of whatsoever nature, by reason or neglect or violations of any Federal, State, County, or local laws or regulations or ordinances; that the Contract shall indemnify and save harmless the Owner and his officers, agents, and employees from all suits, or actions at law of any kind whatsoever, in connection with this work, and shall, if required by the Owner, produce evidence of settlement of any such action before final payment shall be made by the Owner.

S.8 CLEANUP

- A. The Contractor shall, at all times, keep the premises free from accumulations of waste materials caused by his employees or due to his work. At completion of the project, he shall remove all his crating, packaging and rubbish from the building and the site, and all his tools, scaffolding and surplus materials, and shall leave his work "broom-clean" or its equivalent, except where further cleaning is specified.
- B. In case of dispute between the various Contractors or Subcontractors regarding the responsibility for the removal of waste or rubbish, the Owner may remove the rubbish and charge the cost to the Contractor.

S.9 INDEMNIFICATION

- A. The Contractor shall indemnify and hold harmless the Owner and its agents and employees from and against all claims, damages, losses and expenses including attorney's fees arising out of or resulting from the performance of the work, provided that any such claim, damage, loss or expense,
1. Is attributable to bodily injury, sickness disease, or to injury to or destruction of tangible property (other than the work itself) including the loss of use resulting therefrom, and
 2. Is caused in whole or in part by any negligent act or omission of the Contractor, any Subcontractor, any one directly or indirectly employed by any of them or any one for whose acts any of them may be liable, regardless of whether or not it is caused in part by the party indemnified hereunder.
- B. In any and all claims against the Owner or any of its agents or employees by any employee of the Contractor or anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, the indemnification obligation under this paragraph shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the Contractor or any Subcontractor under Workmen's Compensation Acts, disability benefit acts or other employees benefit acts.
- C. The obligation of the Contractor under this paragraph shall not exceed to any claim, damage, loss or expense which is attributable in whole or in substantial part to defective specifications prepared by the Owner.

S.10 ASBESTOS IDENTIFICATION

- A. Each Contractor shall be aware of the possibility that asbestos material may be present in pipe insulation, or surface material in which his work is to be applied. If a Contractor suspects that asbestos is present in areas of his work, he shall notify the Owner who will take the proper steps to identify the material and have it removed if necessary, under the provisions of OSHA and EPA requirements and the Allegheny Health Department, Bureau of Air Pollution Control.

S.11 PERMITS, CODES AND ORDINANCES

- A. Each Contractor shall file and pay for required permits affecting his work. With regard to Ross Township and West View Borough, the plans are on file with the Building

Inspectors, so additional copies are not necessary. However, each Contractor shall file for his separate permit and pay the applicable fee.

- B. Ross Township enacted ordinance 20-108 regulating the times that refuse and recycling waste can be collected. A copy of ordinance 20-108 is attached.
- C. Each Contractor shall conform to applicable Codes and Ordinances, with particular attention to OSHA requirements.

Bidding Questions, Installation

Kevin Swindell
Director of Facilities Services
North Hills School District
(412) 318-1049

NORTH HILLS SCHOOL DISTRICT
135 SIXTH AVENUE
PITTSBURGH, PA 15229

REFUSE REMOVAL AND RECYCLING

S.12 GENERAL CONDITIONS

- A. The Board of Directors of the North Hills School District is hereby soliciting bids for Refuse Removal and Recycling for ten (10) schools, sports and support facilities throughout the District in accordance with the enclosed information and attached schedule for FIVE YEARS.
- B. The successful bidder must furnish an itemized invoice monthly indicating the facility serviced and the charge for each facility. Each invoice shall carry the purchase order number and the items must be listed in the same order as on the purchase order. Invoices must be submitted in duplicate to the Administration Center, 135 Sixth Avenue, Pittsburgh Pa, 15229.
- C. The Bidder agrees to supply containers of the sizes indicated for each location. These containers shall be made of steel and be equipped with lids. These containers shall be maintained and kept in good working condition. No cost should be incurred by the District for the repair or replacement of the container or container components. Repair of containers and container lids shall be made within 5 working days after notification from a representative of NHSD.
- D. Each container shall be kept disinfected and in a clean manner.
- E. Pictures and descriptions of each type of container to be used must be submitted with the bidders initial bid response.
- F. Containers shall be supplied at locations as indicated.
- G. All solid wastes shall be hauled and deposited in a licensed sanitary landfill according to the specifications of the Solid Waste Act of 1968 and License RCRA 1991 and be guaranteed for the life of the contract. Evidence of this fact must be submitted with the Bid Proposal.
- H. Throughout the term of this contract, the Contractor shall own, co-own, rent, lease, control, or otherwise have access to a properly-licensed and permitted landfill of sufficient capacity for the disposal of refuse. The contractor shall be solely responsible for compliance with all Federal, State, County, and Municipal laws, ordinances, and regulations governing the disposal of refuse at such a landfill.

- I. The container lids and the gates for container enclosures shall be closed by the truck operator after being emptied.
- J. A 30 cubic yard container at both the Senior and Middle Schools the last week of the school year. These units will be provided at no additional cost by the bidder/contractor.
- K. A unit price for 30 cubic yard containers to be used throughout the District during the contract period must be submitted.
- L. All rubbish containers will be in constant repair or replaced, regardless of reason, as needed throughout the contract and at the bidder's expense. The containers shall be serviced within 5 working days upon notification that the container or container lid has is defective.
- M. The contractor will supply locks for trash and recycling dumpsters. Keys will be made available for each custodian to unlock the containers as needed. Approximately seventy (70) keys will be needed District wide. This line item will only be implemented if security concerns or unauthorized dumping occurs in a container.
- N. All facilities, Reis Run Park, the Football Stadium, and the Ross Football Field will be deducted from monthly charge if service is suspended during the year.
- O. As the District adds and deletes facilities within the system, refuse removal and recycling will be changed to reflect the variation of the quantity and capacity of NHSD facilities. Invoicing by the contractor will be altered at the quoted annual rate for the contract year reflecting said decrease or increase in service.
- P. Any extra service must be performed within twenty-four hours of the request and billed at the annual itemized rate.
- Q. Specified service levels will be performed throughout the year. Service levels during the summer months will be reduced to reflect less refuse and recycling generated by building operations.
- R. Failure to provide service per the schedule will require a no cost pick up within 16 hours of notification to the contractor.
- S. Modification of the required size of containers, number of containers, or number of pick ups may be made at anytime throughout the contract and will be reflected in the billing at the quoted annual rate for the year of the contract.
- T. Throughout the term of this contract, the Contractor shall own, co-own, rent, lease, or otherwise control, or have access to a suitable storage/processing facility for the purpose of sorting and/or preparing the collected recyclable materials to be marketed and sold, or the Contractor shall transport each recyclable material collected to either a processor(s) or broker(s) experienced in processing and marketing recyclables.

- U. The contractor will provide disposal of sharps. Sharps consist of hypodermic needles, epipens, as well as sharp objects typically used by a school nursing office. The container for sharps shall have a volume of three (3) quarts and meet all OSHA and NIOSH regulations and standards. This is an alternate cost.

- V. All damages to District property, caused by the Contractor, will be brought to the contractor's attention. Contactor will be responsible for all associated repairs. This is an alternate cost.

School Schedule Approximately (44) Forty-Four Weeks

Administration Center Trash Service: Recycling Service:	135 Sixth Avenue, Pittsburgh, PA 15229 1 – 6 cubic yard container serviced one (1) time per week 1 – 4 cubic yard container serviced every other week (recycle)
Highcliff Elementary Trash Service: Recycling Service:	156 Peony Avenue, Pittsburgh, PA 15229 1 – 8 cubic yard container serviced three (3) times per week-Mon-Wed-Fri 1 – 4 cubic yard container serviced every other week (recycle)
Ross Elementary Trash Service: Recycling Service: Trash Service for Field Aug thru Nov.	90 Houston Road, Pittsburgh, PA 15237 1 – 6 cubic yard container serviced three (3) times per week-Mon-Wed-Fri 1 – 6 cubic yard container serviced two (2) times per week- 1 – 4 cubic yard container serviced every other week (recycle) 1 – 4 cubic yard container serviced every other week Field.
West View Elementary Trash Service: Recycling Service:	498 Perry Highway, Pittsburgh, PA 15229 1 – 8 cubic yard container serviced three (3) times per week-Mon-Wed-Fri. 1 – 4 cubic yard container serviced every other week (recycle)
Senior High School Trash Service: Recycling Service:	53 Rochester Road, Pittsburgh, PA 15229 3 – 8 cubic yard container serviced five (5) times per week-Tues. thru Sat. 1 – 6 cubic yard container serviced every other week (recycle)
Middle School Trash Service: Recycling Service:	55 Rochester Road, Pittsburgh, PA 15229 2 – 6 cubic yard containers serviced five (5) times per week-Tues thru Sat 1 – 6 cubic yard container serviced every other week (recycle)
Stadium Comp./Fieldhouse Trash Service:	Perry Highway and Park Avenue, Pittsburgh, PA 15229 1 – 6 cubic yard container serviced two (2) times per week April thru Nov. Service will be suspended December through March 1 – 8 cubic yard container serviced two (2) times per week August thru Nov. Service will be suspended December through July
Reis Run Soccer Complex Trash Service:	Reis Run Road 1 – 4 cubic yard container serviced one (1) time per week March thru Nov.
McIntyre Elementary Trash Service: Recycling Service:	200 McIntyre Road, Pittsburgh, PA 15237 1 – 8 cubic yard container serviced three (3) times per week-Mon-Wed-Fri 1 – 4 cubic yard container serviced every other week (recycle)

Summer Schedule Approximately (8) Eight Weeks

Administration Center Trash Service: Recycling Service:	135 Sixth Avenue, Pittsburgh, PA 15229 1 – 6 cubic yard container serviced one (1) time per week 1 – 4 cubic yard container serviced every other week (recycle)
Highcliff Elementary Trash Service: Recycling Service:	156 Peony Avenue, Pittsburgh, PA 15229 1 – 8 cubic yard container serviced one (1) time per week 1 – 4 cubic yard container serviced every other week (recycle)
Ross Elementary Trash Service: Recycling Service: Field Aug thru Nov.	90 Houston Road, Pittsburgh, PA 15237 1 – 6 cubic yard container serviced one (1) time per week. 1 – 6 cubic yard container serviced fourth (4) week (recycle) 1 – 4 cubic yard container serviced every other week (recycle)
West View Elementary Trash Service: Recycling Service:	498 Perry Highway, Pittsburgh, PA 15229 1 – 8 cubic yard container serviced one (1) times per week. 1 – 4 cubic yard container serviced every other week (recycle)
Senior High School Trash Service: Recycling Service:	53 Rochester Road, Pittsburgh, PA 15229 3 – 8 cubic yard container serviced two (2) times per week-Tues. thru Sat. 1 – 6 cubic yard container serviced every other week (recycle)
Middle School Trash Service: Recycling Service:	55 Rochester Road, Pittsburgh, PA 15229 2 – 6 cubic yard containers serviced two (2) times per week-Tues thru Sat 1 – 6 cubic yard container serviced every other week (recycle)
Stadium Comp./Fieldhouse Trash Service:	Perry Highway and Park Avenue, Pittsburgh, PA 15229 1 – 6 cubic yard container serviced two (2) times per week April thru Nov. Service will be suspended December through March 1 – 8 cubic yard container serviced two (2) times per week August thru Nov. Service will be suspended December through July
Reis Run Soccer Complex Trash Service:	Reis Run Road 1 – 4 cubic yard container serviced one (1) time per week March thru Nov.
McIntyre Elementary Trash Service: Recycling Service:	200 McIntyre Road, Pittsburgh, PA 15237 1 – 8 cubic yard container serviced one (1) time per week. 1 – 4 cubic yard container serviced every other week (recycle)

Sharps Costs					
Description	Year 1	Year 2	Year 3	Year 4	Year 5
Three quarts container					

INSTRUCTIONS FOR NON-COLLUSION AFFIDAVIT

1. This Non-Collusion Affidavit is material to any contract awarded pursuant to this bid. According to the Pennsylvania Anti-Bid Rigging Act, 73 P.S. § 1611 et. seq., governmental agencies may require Non-Collusion Affidavits to be submitted together with bids.
2. This Non-Collusion Affidavit must be executed by the member, officer or employee of the bidder who makes the final decision on prices and the amount quoted in the bid.
3. Bid rigging and other efforts to restrain competition, and the making of false sworn statements in connection with the submission of bids are unlawful and may be subject to criminal prosecution. The person who signs the Affidavit should examine it carefully before signing and assure himself or herself that each statement is true and accurate, making diligent inquiry, as necessary, of all other persons employed by or associated with the bidder with responsibilities for the preparation, approval or submission of the bid.
4. In the case of a bid submitted by a joint venture, each party to the venture must be identified in the bid documents, and an Affidavit must be submitted separately on behalf of each party.
5. The term “complementary bid” as used in the Affidavit has the meaning commonly associated with that term in the bidding process, and includes the knowing submission of the bids higher than the bid of another firm, any intentionally high or noncompetitive bid, and any other form of bid submitted for the purpose of giving a false appearance of competition.
6. Failure to file an Affidavit in compliance with these instructions will result in disqualification of the bid.

NON-COLLUSION AFFIDAVIT

State of _____

Refuse Removal and Recycling

County of _____

I state that I am _____ of _____
(Title/Position) (Name of my firm)

and that I am authorized to make this affidavit on behalf of my firm, and its owners, directors, and officers. I am the person responsible in my firm for the price (s) and the amount of this bid.

I state that:

- (1) The price(s) and amount of this bid have been arrived at independently and without consultation, communication or agreement with any other contractor, bidder or potential bidder.
- (2) Neither the price(s) nor the amount of this bid, and neither the approximate price(s) nor approximate amount of this bid, have been disclosed to any other firm or person who is a bidder or potential bidder, and they will not disclosed before bid opening.
- (3) No attempt has been made or will be made to induce any firm or person to refrain from bidding on this contract, or to submit a bid higher than this bid, or to submit any intentionally high or non-competitive bid or other form of complementary bid.
- (4) The bid of my firm is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary or other non-competitive bid.
- (5) _____, its affiliates, subsidiaries, officers, directors and employees are not currently under investigation by any governmental agency and have not in the last four years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract, except as follows:

I state that _____ understands and acknowledges that the above representations are material and important, and will be relied on by the NORTH HILLS SCHOOL DISTRICT in awarding the contract(s) for which this bid is submitted. I understand and my firm understands that any misstatement in this Affidavit is and shall be treated as fraudulent concealment from the NORTH HILLS SCHOOL DISTRICT of the true facts relating to the submission of bids for this contract.

(Name)

(Title/Position)

SWORN TO AND SUBSCRIBED
BEFORE ME THIS _____, DAY OF _____, 20____

Notary Public

NORTH HILLS SCHOOL DISTRICT
REFUSE REMOVAL AND RECYCLING CONTRACT
BIDDER CHECKLIST

_____ Has the officer of the bidding company read and understood the specifications of the contract?

_____ Is the bidder's insurance certificate included in bid package?

_____ Has the Ross Township Ordinance 20-108 been reviewed and understood by the bidder?

_____ Have pictures of the refuse and recycling containers been included in the bid package?

_____ Has a bid bond been included in the bid package as described in the specifications?

_____ Has the Non-Collusion Affidavit, Signature Page, Refuse and Recycling Bid Sheet, and Sharps Alternate Table Cost been completed and included in the bid package?

_____ Has Addendum I Bid Sheet been used to document my bid?

PLEASE NOTE: Addendum I Bid Sheet appears as separate document on the website.