

## ADDENDUM TO BID DOCUMENT

**ADDENDUM NUMBER:** #1

**DATE OF ISSUANCE:** 8/5/2020

**PAGE NUMBER:** 1 of 2

**BID NUMBER & TITLE:** 21-030B RSA 30 Trapper Creek Annual Road Maintenance

**ISSUING OFFICE:**



Purchasing Division  
Matanuska-Susitna Borough  
350 East Dahlia Avenue  
Palmer, Alaska 99645  
Phone: 907-861-8601  
Facsimile: 907-861-8617  
Email: purchasing@matsugov.us

**PREVIOUS ADDENDUM ISSUED:** NA

Addendum Number	Date of Issuance

**DEADLINE FOR SUBMISSION OF QUESTIONS:**

As Advertised: 8/12/2020 @ 5:00 PM  
Revised by Addendum Number: NA  
Revised to: NA

**DATE AND HOUR BIDS DUE:**

As Advertised: 8/20/2020 by 12:00 PM  
Revised by Addendum Number: NA  
Revised to: NA

The following corrections, changes, additions, deletions, revisions, and/or clarifications are hereby made a part of the Contract Documents. In case of conflicts between this Addendum and previously issued Documents, this Addendum shall take precedence. **The bidder must acknowledge receipt of this Addendum in the space provided on the Submittal Page**, failure to do so may subject the bidder to **disqualification**.

**CHANGES TO THE BID DOCUMENT:**

As a pre-cautionary step to avoid the spread of COVID-19, the Matanuska-Susitna Borough (MSB) Purchasing Office will not accept tangible bid and proposal submissions until further notice.

MSB Bid and Proposal submissions will be accepted through the MSB Purchasing Procurement Portal that is hosted by Bonfire prior to the deadline for submission. Attached to this addendum are instructions on how to submit via our Procurement Portal.

Your submission must be uploaded, submitted, and finalized prior to the Bids Due date and time above. We recommend that you give yourself sufficient time and at least one day before Bids Due to begin the uploading process and to finalize your submission.

In addition, The MSB Purchasing Office **will not** hold any public bid openings until further notice, bids will be opened in the presence of at least 3 individuals from the MSB. One of the individuals will be from a department/division other than Purchasing. Bid results will be posted through the MSB Purchasing Procurement Portal.

**ADDENDUM ATTACHMENTS:**

1. Submission Instructions 1 page.

**END OF ADDENDUM**

**APPROVED BY:** Signature on File



# Submission Instructions for Bidders

Please follow these instructions to submit via our Public Portal.

## 1. Prepare your submission materials:

### Requested Information

Name	Type	# Files	Requirement
Bid Submission	File Type: PDF (.pdf)	Multiple	Required

### Requested Documents:

Please note the type and number of files allowed. The maximum upload file size is 1000 MB.

Please do not embed any documents within your uploaded files, as they will not be accessible or evaluated.

## 2. Upload your submission at:

<https://matsugov.bonfirehub.com/opportunities/30357>

The Q&A period for this opportunity starts Aug 05, 2020 12:00 PM AKDT. The Q&A period for this opportunity ends Aug 12, 2020 5:00 PM AKDT. You will not be able to send messages after this time.

Your submission must be uploaded, submitted, and finalized prior to the Closing Time of **Aug 20, 2020 12:00 PM AKDT**. We strongly recommend that you give yourself sufficient time and **at least ONE (1) day** before Closing Time to begin the uploading process and to finalize your submission.

### Important Notes:

Each item of Requested Information will only be visible after the Closing Time.

Uploading large documents may take significant time, depending on the size of the file(s) and your Internet connection speed.

You will receive an email confirmation receipt with a unique confirmation number once you finalize your submission.

Minimum system requirements: Internet Explorer 11, Microsoft Edge, Google Chrome, or Mozilla Firefox. Javascript must be enabled. Browser cookies must be enabled.

### Need Help?

Matanuska-Susitna Borough uses a Bonfire portal for accepting and evaluating proposals digitally. Please contact Bonfire at [Support@GoBonfire.com](mailto:Support@GoBonfire.com) for technical questions related to your submission. You can also visit their help forum at <https://bonfirehub.zendesk.com/hc>