CSP ADDENDUM NO. 4 – Instructions to Proposers

To All Potential Bidders:

This addendum is issued to modify the previously issued bid document and/or given for informational purposes, and is hereby made a part of the bid documents. Please attach this addendum to the documents in your possession. The original CSP Documents remain in full force and effect, except as modified by this Addendum, which is hereby made part of the CSP. Respondents shall take this Addendum into consideration when preparing and submitting its Proposal.

1.1 SEALED PROPOSAL FORM

A. Sealed Proposals shall be submitted on the Sealed Proposal Form (Addendum 8). Spaces are provided in the Sealed Proposal Form for Base Proposal, Alternates and various information. All spaces shall be filled in by the Proposer. If information not applicable insert N/A. Where both written words and numerical figures are given, the written words apply in the event of conflict. Any alteration of the Sealed Proposal Form may be cause for rejection by the Owner.

1.2 SUBMISSION OF SEALED PROPOSALS

A. Sealed Proposals will be received at the time and place set forth in the Competitive Sealed Proposal. Sealed Proposal Forms shall be contained in sealed envelopes addressed to the Owner and marked in the lower left-hand corner.

B. Required Documents to be included:
   1. Sealed Proposal Form (Selection Criteria 1)
   2. References in relation to Selection Criteria 2 and 4
   3. Response to Selection Criteria 3
   4. Proposal Security (Bid Bond)
   5. Guaranty Bonds (Performance Bond, Labor and Materials Payment Bond)
   6. Certificate of Insurance

1.3 EXAMINATION OF SITE AND DOCUMENTS

A. Each Proposer shall visit the site of the proposed work and fully acquaint himself with conditions as they exist so that he may fully understand the facilities, difficulties, and restrictions attending the execution of the work under the contract. Proposers shall also thoroughly examine and be familiar with the drawings and the specifications. The failure or omission of any Proposer to acquaint himself with the conditions there existing shall in no way relieve the Proposer from any obligation with respect to his proposal.

1.4 WITHDRAWAL AND MODIFICATION OF SEALED PROPOSALS

A. Sealed Proposals may be withdrawn by written request or personal appearance from Proposers prior to the time fixed for opening. Telephoned proposals will not be considered, but
modifications in writing or by personal appearance will be considered if received prior to the hour set for opening.

1.5 AWARD OF CONTRACT

A. The Owner reserves the right to award the contract on any basis he deems to his best interest.

1.6 REJECTION OF SEALED PROPOSALS

A. The Owner reserves the right to reject any or all sealed proposals when such rejection is in the interest of the Owner.

1.7 TAXES

A. The contract amount as stated on the Proposal Form shall exclude all sales taxes and other taxes for all materials and appliances subject to and upon which taxes are levied.