

**Lewis and Clark County  
Grants and Purchasing Department  
Rimini Water Distribution Services IFB  
Addendum #1**

**Pre-Bid Meeting Minutes/Questions & Responses**

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- I. **Subject:** Rimini Water Distribution Services Invitation for Bids Pre-bid Meeting
- II. **Date:** February 11, 2025
- III. **Time:** 1:30 PM
- IV. **Location:** City-County Administrative Building, 316 N. Park Ave, Room 309, Helena, MT
- V. **Items:**
  - A. Call to Order
    - a. No public attendees
  - B. Standard Terms and Conditions
    - a. The County's standard terms and conditions are applicable to this solicitation.
  - C. Specific Terms and Conditions
    - a. This solicitation contains specific terms and conditions from the Environmental Protection Agency.
  - D. Background Information
    - a. Bidders should be informed of the project history.
  - E. Specifications and Considerations
    - a. Bidders should be informed of the of the specifications and considerations established in the IFB.
  - F. Submission of Bids
    - a. Deadline for submission
      - i. Change of Date
        - 1. The Board of County Commissioners will not be meeting on February 25, 2025. Therefore, the due date for bids is moved to February 26, 2025.**
    - b. Bid security
      - i. We received an emailed question about bid security. In order to be deemed a responsive bid, bid security must accompany the bid.
    - c. Unsealing of bids

i. Change of Date

1. **The Board of County Commissioners will not be meeting on February 25, 2025. Therefore, the date for unsealing of bids is moved to February 27, 2025.**

G. Bid Proposal Worksheet

a. Unit price

- i. We received an emailed question about unit price. This is defined in the IFB.

b. Deposit

c. Extended price

- i. We received an emailed question about extended price. This is defined in the IFB.

d. Disclosure

- i. The disclosure statement is only required if the bidder meets the conditions that require disclosure.

e. Enclosures

- i. Bid Security is a required enclosure. A disclosure statement is only required if the bidder meets the conditions that require disclosure.

H. Contract Terms and Conditions

- a. The selected bidder will enter into an agreement with the County for an initial term to be negotiated and renewal terms not to exceed a total contract term of seven years.

I. Work and Services by Others

a. Subcontractors

- i. There are no subcontractors for this contract.

J. Questions and Answers

- a. Questions received via email will be included in the addendum containing these minutes.

K. Adjournment

## Questions & Responses

### 1. What is the Unit Price, is that total price including or excluding the deposit?

**Response:** Per page 10 of the Invitation for Bids, *Unit Price* is the total cost of a single unit including all discounts, fees, and costs associated with labor, freight, delivery, collection, etcetera. A deposit, if applicable, could be considered a cost associated with delivery and collection and, therefore, would be included in the Unit Price.

Additionally, if a deposit is included in the Unit Price, this amount would be entered in the *Deposit* field.

### 2. What is Extended Price?

**Response:** Per page 10 of the Invitation for Bids, *Extended Price* is the *Unit Price*, minus *Deposit*, multiplied by the *Annual Delivery Amount*. As an example, if the *Unit Price* is \$15.00 (including deposit) and the *Deposit* amount is \$5.00, the formula to determine the *Extended Price* would be  $(\$15 - \$5) \times 2,730 = \$27,300$ . Based on this example, the Bid Proposal Worksheet would be completed as follows:

Description:	Unit:	Unit Price:	Deposit:	Annual Delivery Amount:	Extended Price:
Potable Drinking Water	5-gallon container	\$15.00	\$5.00	Approx. 2,730 units	\$27,300
<b>Extended Price/Total Bid Amount: (written out in dollars and cents)</b>					
Twenty-seven thousand three hundred dollars and zero cents					

### 3. The form is asking for a Bid Bond. I'm not sure what that is?

**Response:** Per page 1 of the IFB, "All bids must be accompanied by a bid bond or other form of security as specified in [Montana Code Annotated 18-1-203](#), payable to Lewis and Clark County, in an amount of no less than ten percent (10%) of the total bid. Bids received without the required bid security will be deemed nonresponsive.

Per page 4 of the IFB, "**Bid Consideration.** No bid will be considered unless accompanied by a bid bond, bank draft, money order, or certified check in the amount of not less than ten (10) percent of the total bid."

