

DATE: January 7, 2026

TO: All Prospective Bidders
cc: Procurement File

FROM: Rosetta Butler

RE: Dishwasher for Dining Hall, # BC-21484-BC, ADDENDUM #1

The following amends the above referenced Solicitation documents. Receipt of this addendum must be acknowledged by completing the enclosed “Acknowledgement of Receipt of Addenda” form and submitting it along with your response to the University.

The due date and time for the response to be submitted to the University has been changed to **WEDNESDAY, JANUARY 14, 2026 by 2:00 p.m.** (ET) to the issuing office.

A. The table on Page 2 of the RFP is updated so that “Price Proposals are to be sent to:” is changed from “Instructions will be provided to shortlisted firms” to “Financi.wur4u1yvd84z9voq@u.box.com”. Offers are encouraged to reference Exhibit C (attached) for the minimum requirements of the information needed in the Price Proposal.

B. The due date for Price Proposals is Wednesday, January 14, 2026 at 2:00 pm.

C. The following questions were submitted for a response.

1. To accommodate the new machine the customer (UMBC) will be required to relocate the power for the new built-in booster as well as machine (control panel, tank heat, and motors). The machine will be a two-point connection requiring two disconnects. Each disconnect will need to be supplied with proper whip length by customer’s (UMBC) contracted electrician to reach machine control cabinet and booster heater. Electrical requirements are as follows:

Machine 480v/3ph 100amp breaker

Booster 480v/3ph 30amp breaker

Answer: Electrical work to be completed by bidder's electrical subcontractor in coordination with UMBC Electric Shop.

2. Verify that regarding duct collars the KEC is only providing/modifying existing custom pant legs terminating at ceiling where the duct collar is stubbed out.

Answer: UMBC expects the new machine to be connected to the existing HVAC system if using the existing infrastructure is acceptable.

3. Verify that KEC scope does not cover any electrical or plumbing upgrades, if necessary, based on requirements of new equipment.

Answer: This is to be a turnkey procurement, and all MEP work is to be provided by the bidder.

4. Verify that KEC is not required to pull any permits for this scope of work on this project.

Answer: No building or health department permits are required for this project.

5. Please confirm the working hours for this project.

Answer: Standard working hours should fall between 6:00am and 6:00pm.

6. Please advise on which bonds will be required (bid bond or payment and performance bond, or both).

Answer: The successful offers shall be required to submit a performance bond. See Exhibit O for additional information.

- D. Lastly, an additional addendum will be issued as soon as UMBC is able to provide a response to a submitted question that is still being investigated.**

END OF ADDENDUM #1, DATED 01/07/26
(Original with enclosures were not mailed)

Exhibit C: Proposal Price Instructions & Sample Form

In order to assist each Offeror in the preparation of its Proposal and to comply with the requirements of this solicitation, Proposal Instructions and a Proposal Form have been prepared. Each Offeror shall submit its Proposal on the Proposal Form in accordance with the instructions on the Proposal Form and as specified herein. Do not alter the Proposal Form or the Proposal may be determined to be not responsive. The Proposal Form is to be signed and dated, where requested, by an individual who is authorized to bind the Offeror to the prices entered on the Proposal Form.

1. All Unit and Extended Prices must be clearly entered in dollars and cents, e.g., \$24.15. Make your decimal points clear and distinct.
2. All Unit Prices must be the actual price per unit UMBC will pay for the specific item or service identified in this RFP and may not be contingent on any other factor or condition in any manner.
3. All calculations shall be rounded to the nearest cent, e.g., .344 shall be .34 and .345 shall be .35.
4. Any goods or services required through this RFP and proposed by the vendor at **No Cost to UMBC** must be clearly entered in the Unit Price, if appropriate, and Extended Price with **\$0.00**.
5. Every blank in every Proposal Form shall be filled in. Any changes or corrections made to the Proposal Form by the Offeror prior to submission shall be initialed and dated.
6. Except as instructed on the Proposal Form, nothing shall be entered on or attached to the Proposal Form that alters or proposes conditions or contingencies on the prices. Alterations and/or conditions may render the Proposal not responsive.
7. It is imperative that the prices included on the Proposal Form have been entered correctly and calculated accurately by the Offeror and that the respective total prices agree with the entries on the Proposal Form.
8. All Proposal prices entered below are to be fully loaded prices that include all costs/expenses associated with the provision of services as required by the RFP. The Proposal price shall include, but is not limited to, all: labor, profit/overhead, general operating, administrative, and all other expenses and costs necessary to perform the work set forth in the solicitation. No other amounts will be paid to the Contractor. If labor rates are requested, those amounts shall be fully-loaded rates; no overtime amounts will be paid.
9. Unless indicated elsewhere in the RFP, sample amounts used for calculations on the Proposal Form are typically estimates for evaluation purposes only. Unless stated otherwise in the RFP, UMBC does not guarantee a minimum or maximum number of units or usage in the performance of the Contract.
10. Failure to adhere to any of these instructions may result in the Proposal being determined not responsive.

Sample Price Form - DO NOT SUBMIT THIS FORM WITH TECHNICAL PROPOSAL**OFFEROR NAME:** _____

Description	Unit	Quantity	Unit Price	Extended Price
New Champion EUCCW8 model	Each	1		
Options and Accessories (Note: referenced in Section D: Scope of Work/Specification-Deliverables. Also, include a breakdown of description and cost)				
Design Services	Each	1		
Installation Cost	Each	1		
Delivery	Each	1		
Warranty Cost (s)				

TOTAL NOT-TO-EXCEED COST

\$ _____

Notes:

- Pricing should reflect the full cost of ownership over the proposed contract term.
- Clearly specify any optional modules or services, along with their pricing.
- Indicate any available discounts for multi-year agreements or education/government pricing.
- UMBC reserves the right to negotiate final pricing based on proposal evaluation.

We understand that by submitting a proposal we are agreeing to all of the terms and conditions included in the RFP documents, and that the Bid/Proposal Affidavit submitted as part of the original technical proposal remains in effect. The evaluation and subsequent final ranking of proposals will be in accordance the RFP documents. We understand that technical weighs greater than cost.

We further understand that this Price Proposal includes all costs associated with the provision of the Services per this RFP. We understand that the University reserves the right to award a contract (or contracts) for all items, or any parts thereof, as set forth in detail under the information furnished in the RFP document.

We further confirm that the key personnel named within our Technical Proposal will be assigned to the UMBC Contract for the duration of this contract. We understand that no changes in this assignment will be allowed without written authorization from the University prior to such changes being made.

Offeror: _____

Company Name

By: _____

*Printed Name**Signature*

Title _____

Date

SOLICITATION NO.: BC-21484-BC**SUBMISSION DUE DATE:** WEDNESDAY, JANUARY 14, 2026 at 2:00 p.m. ET**BID FOR:** Dishwasher for Dining Hall**NAME OF OFFEROR:** _____**ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA**

The undersigned, hereby acknowledges the receipt of the following addenda:

Addendum No. <u> 1 </u>	dated <u> 01/07/26 </u>
Addendum No. <u> </u>	dated <u> </u>
Addendum No. <u> </u>	dated <u> </u>
Addendum No. <u> </u>	dated <u> </u>
Addendum No. <u> </u>	dated <u> </u>

As stated in this Addendum, this form is to be returned with your response.

Signature_____
Printed Name_____
Title_____
Date

END OF FORM