

July 15, 2025

**ADDENDUM #1
BL096-25
Purchase of Sodium Chloride on an Annual Contract**

I. Revision:

- R1. Please **ADD** attachment A1. Code of Ethics.

II. Questions:

Q1. Are electronic signatures acceptable?

- A1. Yes, electronic signatures are acceptable.

Q2. Please provide the last bid tab where Sodium Chloride was procured.

- A2. There is not a bid tabulation, as sodium chloride is not currently purchased on a contract. There is not a tabulation for PA020-25, as this solicitation was rejected and is not subject to open records at this time.

Q3. Who is the current or previous supplier to Gwinnett County?

- A3. There is no current or previous supplier. This is a new contract

Q4. Please confirm the payment method and frequency for this contract? Specifically: Will vendors be paid per delivery, monthly, or based on another schedule? Will invoices be processed individually or batch-processed? Is enrollment for electronic payment required before contract award or after selection?

- A4. Invoices may be processed for payment as received. Suppliers do not have to be registered with Gwinnett County in order to submit a bid, however if awarded, the supplier will need to be registered in order to do business with Gwinnett County.

Q5. Please provide clarification on the following:

- a. How are orders placed (e.g., on-demand POs, fixed monthly schedules)?
 - b. Are quantities pre-determined per order, or does the County place variable orders based on usage?
 - c. Will deliveries be requested for both facilities (Lanier and Shoal Creek), and how far in advance will scheduling details be shared?
 - d. Should we expect any minimum guarantee of quantity, or is this purely as-needed?
- A5.
- a. Orders are usually placed via phone or email.
 - b. Quantities may be consistent containing full truckloads.
 - c. Deliveries may be requested separately from each facility (Lanier and Shoal Creek) with a minimum of 3 days advanced lead time. Most orders may be placed 2-3 weeks in advance.
 - d. Quantities may be based on production and capacity of each site, on an as-needed basis.

Q6. Will these be full truckload deliveries?

- A6. Per III. Specification, A. The successful bidder should supply Sodium Chloride to be delivered in full truckload quantities **within three (3) working days ARO**.

Q7. Is a bid bond required?

A7. No, a bid bond is not required to submit a bid.

III. Attachments:

A1. Code of Ethics (Reminder – **Must** be notarized)

This addendum should be signed in the space provided below and returned with your quote. Failure to do so may result in your bid being deemed non-responsive.

Thank you,

Brittany Bryant, CPPB
Purchasing Associate III
Company Name _____

Authorized Representative_____



Bid # & Description BL096-25, Purchase of Sodium Chloride on an Annual Contract

CODE OF ETHICS AFFIDAVIT

PLEASE RETURN THIS FORM COMPLETED WITH YOUR SUBMITTAL. SUBMITTED FORMS ARE REQUIRED PRIOR TO EVALUATION.

In accordance with Section 54-33 of the Gwinnett County Code of Ordinances the undersigned bidder/proposer makes the following full and complete disclosure under oath, to the best of their knowledge, of the name(s) of all elected officials whom it employs or who have a direct or indirect pecuniary interest in or with the vendor, its affiliates or its subcontractors:

1. _____
Company Submitting Bid/Proposal

2. Please select one of the following:
- ☐ No information to disclose (*complete only section 4 below*)
 - ☐ Disclosed information below (*complete section 3 & section 4 below*)

3. If additional space is required, please attach list:

Gwinnett County Elected Official Name

Gwinnett County Elected Official Name

Gwinnett County Elected Official Name

Gwinnett County Elected Official Name

4. BY: _____
Authorized Officer or Agent Signature

Sworn to and subscribed before me this

Printed Name of Authorized Officer or Agent

_____ day of _____, 20____

Title of Authorized Officer or Agent of Contractor

Notary Public

(seal)

Note: See Gwinnett County Code of Ethics Ordinance EO2011, Sec. 54-33. The ordinance will be available to view in its' entirety at **GwinnettCounty.com**