



FINANCE DEPARTMENT
PURCHASING DIVISION

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January 12, 2021

Addendum No. 3
On-Site On-Demand Secure Shredding Services
(Annual Contract)
RFB No. 21-0012

Submissions should include acknowledgement of receipt for all Addenda:

Authorized Initials: _____ Firm: _____

Vendors are informed that the above subject RFB is hereby modified, corrected, or supplemented as specified, described and set forth in this Addendum:

I. DUE DATE EXTENSION

THE DUE DATE IS EXTENDED. ELECTRONIC BID SUBMISSIONS ARE DUE NO LATER THAN 2:30 PM ON WEDNESDAY, JANUARY 20, 2021, VIA DEMANDSTAR.

II. REVISION TO ADDENDUM No. 1

Question 2 on Addendum No. 1 states: Appendix A – Section III.C.2. [page 17] states that “the shredding process must produce strips or cross-cut pieces no wider than 3/8”.” [Vendor] has a NAID AAA certification (National Association for Information Destruction). The required width of shred for this certification is 3/4”. Will this be acceptable?

The response has been revised as follows:

Per OCGA 50-18-95, “These records shall be destroyed in such a manner that they cannot be read, interpreted, or reconstructed.” The City will accept 3/4”.

III. ACKNOWLEDGEMENT

Indicate that your firm has received this Addendum in the appropriate area(s) and include with sealed Proposal. Failure to acknowledge receipt of this addendum may render Proposal “Incomplete”.

Andrea J. McCorvey
Purchasing Manager