



**KENTUCKY COMMUNITY AND TECHNICAL COLLEGE SYSTEM**

**Invitation to Bid ADDENDUM #1**

**BID NO.:** KCT-01156  
**ADDENDUM NO.:** 1  
**BID ISSUE DATE:** November 16, 2018  
**ADDENDUM DATE:** November 30, 2018  
**OPENING DATE:** REVISED: December 7, 2018 @ 4:00 PM EST  
**TITLE:** Vending Services - Ashland

**Invitation to Bid KCT-01156 will now open on December 7, 2018 @ 4:00 pm EST.**

**The following information is provided in response to questions submitted by potential Bidders:**

1. When is class in session?
  - a. Fall Term: August – December  
Spring Term: January – May  
Summer Term: May – July (early August)
2. Will the school be closed when class is out?
  - a. See Attachment A - Holiday/Institutional Closing schedule.
3. Is there an opportunity to reduce the amount of equipment listed in the RFQ?
  - a. The amount of equipment listed in the RFQ is required by Ashland Community & Technical College.
4. Do you have any sales per machine on campus?
  - a. This information is not available to Ashland Community & Technical College at this time.

**The following information is an update to the bid specifications in section 6:**

5. Section 6: Equipment Specifications will read as follows:

All vending machines and auxiliary equipment must be new or refurbished (like new) and current production models of uniform height and harmonious color designed to blend with the decor of the building; capable of accepting debit or credit cards and **any combination of currency and coins (nickels, dimes, or quarters)** equipped with coin changers and tamper-proof meters recording accumulative total number of sales; and operating on AC 110-115 volts. Machines are to be National, Rowe, or of equal quality. The contractor will provide the Business Officer of Ashland Community & Technical College with a selection offered by the manufacturer. The required capacity of each machine will depend on the needs and requirements of each location; however, the contractor must furnish a machine of ample capacity to satisfy the customer demands in each location. **Each machine must have the capability of printing off a sales receipt directly at the machine for computing commission to Ashland Community & Technical College.**

**The timeline to submit additional questions has passed.**

**All other terms, conditions & specifications remained unchanged.**

Bidders must acknowledge receipt of this and any addenda either with Invitation to Bid or by separate letter prior to award of contract. If by separate letter, the following information should be placed in the lower left hand corner of the envelope:

**Bid No.: KCT-01156**  
**Title: Vending Services - Ashland**  
**Opening Date: REVISED: December 7, 2018 @ 4:00 PM**  
**EST**

**Name of Firm:**

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**Signature:**

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# ATTACHMENT A

## KCTCS Designated Holiday Calendar

KCTCS observes the following holidays, with all departments and offices closed with the exception of those departments and offices in which continuous service is essential (See below):

- Martin Luther King Day
- President's Day
- Good Friday (1/2 Day)
- Memorial Day
- Independence Day
- Labor Day
- Presidential Election Day (1/2 Day)
- Thanksgiving Day and the day after Thanksgiving
- 2 week institutional closing beginning in December, which includes the day before Christmas Eve, Christmas Eve, Christmas Day, and New Year's Day.

When a KCTCS designated holiday falls on a Saturday, KCTCS will observe that holiday on Friday. If the KCTCS designated holiday falls on a Sunday, KCTCS will observe that holiday on Monday. The KCTCS holidays will be listed on the KCTCS website.