



Office of the Mayor-President
Purchasing Division

City of Baton Rouge
Parish of East Baton Rouge
222 St. Louis Street, 8th Floor
P.O. Box 1471
Baton Rouge, Louisiana 70821

Philip Gore
Interim Director of Purchasing

225/389-3259 purchasinginfo@brgov.com

ADDENDUM NO. 1 ISSUED OCTOBER 2, 2026
REQ6834 – DOMESTIC WATER BOILER REPLACEMENT AT BATON ROUGE METRO
AIRPORT

Your reference is directed to the above-referenced Invitation to Bid scheduled to open on October 20, 2026 at 11:00 AM CST.

Addendum No. 1 is being issued to make the following revisions to the Invitation to Bid:

PAGE 1 OF INVITATION TO BID AS WRITTEN.

REVISED PAGE 1 INVITATION TO BID – REMOVE AND REPLACE ORIGINAL IN ITS ENTIRETY WITH REVISED PAGE 1.

PAGE 9 OF INVITATION TO BID MANDATORY PRE-BID MEETING AS WRITTEN.

REVISED PAGE 9 OF INVITATION TO BID – REMOVE AND REPLACE ORIGINAL PAGE 9 IN ITS ENTIRETY WITH REVISED PAGE 9.

PAGE 10 OF INVITATION TO BID INQUIRY PERIOD AS WRITTEN.

REVISED PAGE 10 OF INVITATION TO BID – REMOVE AND REPLACE ORIGINAL PAGE 10 IN ITS ENTIRETY WITH REVISED PAGE 10.

BID OPENING AS WRITTEN THROUGHOUT THE INVITATION TO BID AS OCTOBER 20, 2026 AT 11:00 AM CST

REVISE BID OPENING THROUGHOUT THE INVITATION TO BID TO NOVEMBER 5, 2026 AT 11:00 AM CST.

The addendum is hereby officially made part of the referenced solicitation and should be attached to the proposer's proposal or otherwise acknowledged therein

If you have already submitted your proposal and this addendum causes you to revise your original bid, please indicate changes herein and return to Purchasing prior to the Bid Opening date and time in an envelope marked with the file number, bid opening date and time. If this addendum does not cause you to revise your proposal, please acknowledge receipt of the addendum by signing your name and company below and returning it in accordance with the provisions above.

Signature

Company Name

Date

INVITATION TO BID – SEALED BID							
SEALED BIDS will be received by the PURCHASING DIVISION of the CITY OF BATON ROUGE, EAST BATON ROUGE PARISH until 11:00 am CST, November 5, 2026							
TITLE: REQ6834 DOMESTIC WATER BOILER REPLACEMENT AT BATON ROUGE METRO AIRPORT				RETURN BID TO: PURCHASING DIVISION <u>Physical Address:</u> 222 St. Louis Street 8th Floor Room 826 Baton Rouge, LA 70802 **NOTE: U.S. Postal Regular & Expedited Mail do not deliver to our physical address; delays			
FILE NO: 26-006834 AD DATES: 10/7/26 & 10/14/26							
SHIP TO ADDRESS: Baton Rouge Metro Airport 9430 Jackie Cochran Dr. Baton Rouge, La. 70807							
VENDOR NAME				Contact Regarding Inquiries: Purchasing Analyst: Latisha Cannon Telephone Number: 225-389-3259 x 3271 Email: lcannon@brla.gov			
REMIT TO ADDRESS				MAILING ADDRESS			
TELEPHONE NO.				CITY, STATE, ZIP			
FEDERAL TAX ID OR SOCIAL SECURITY NUMBER				E-MAIL			
AUTHORIZED SIGNATURE (Required)				TITLE			
PRINTED NAME							
TO BE COMPLETED BY VENDOR: CONTRACTORS LICENSE IF APPLICABLE 1. _____STATE DELIVERY DAYS MAXIMUM AFTER RECEIPT OF ORDER. 2. _____% discount for payment made within 30 days. Discount for payment made in less than 30 days, or less than 1%, or applicable to an indefinite quantity contract will be							
Bidders should acknowledge all addenda and the date received. The Bidder acknowledges receipt of the following issued ADDENDA							
No.	Date:	No.	Date:	No.	Date:	No.	Date:
No.	Date:	No.	Date:	No.	Date:	No.	Date:

F.O.B.: DESTINATION - PAYMENT TERMS: NET 30
ALL BLANKS ON THIS PAGE SHOULD BE COMPLETED TO AVOID REJECTION OF BID

The signature on this document certifies that proposer has carefully examined the instructions to bidders, terms and specifications applicable to, and made a part of this solicitation. By submission of this document, proposer further certifies that the prices shown are in full compliance with the conditions, terms and specifications of this solicitation. Bid must be signed in the designated space above and by person authorized to sign for bidder.

No alterations, changes or additions are allowed on this solicitation, and no additional information, clarifications or other documents are to be included unless specifically required by the specification. Any errors in extensions of prices will be resolved in favor of unit prices submitted.

If services are to be performed in East Baton Rouge City-Parish, evidence of a current occupational license and/or permit issued by the City-Parish shall be supplied by the successful vendor, if applicable.

REVISED 1

MANDATORY PRE-BID MEETING

Interested bidders must attend the Mandatory Pre-bid Meeting. Only those firms in attendance are eligible to receive an award on this project. The mandatory pre-bid meeting is scheduled for:

Date: October 15, 2026

Time: 9:00 a.m.

Location: Baton Rouge Metro Airport
1st Floor Conference Room
9430 Jackie Cochran Drive
Baton Rouge, LA 70807

Contact: Craig Alford
(225) 355-0333 Ext. 336
calford@flybtr.com

REVISED 9

INQUIRY PERIOD

Inquiry Period:

An inquiry period is hereby firmly set for all interested bidders to perform a detailed review of the bid documents and to submit any written questions relative thereto. ***Without exception, all questions MUST be in writing*** (even if an answer has already been given to an oral question during the pre-bid conference or job site visits.) Inquiries are to be directed as follows:

Hand Delivered or by Courier

Latisha Cannon, Purchasing Analyst II
City-Parish Purchasing Department
222 Street Louis Street, Room 826
Baton Rouge, LA 70802

By email: lcannon@brla.gov

The City-Parish shall not and cannot permit an open-ended inquiry period, as this creates an unwarranted delay in the procurement cycle and operations of our departments. The City-Parish reasonably expects and requires *responsible and interested* proposers to conduct their in-depth proposal review and submit inquiries in a timely manner.

All inquiries shall be received by 5:00 p.m. CST on October 19, 2026.