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## ADDENDUM #3

Quotations for Small Procurements  
Maintenance, Repair and Operating Supplies  
Solicitation No. 2024-1875

Originally Issued 9/13/24

### Addendum 3 – Issued 10/16/24

To Offerors:

The following additions, deductions, changes and corrections to the proposal and specifications for the above referenced project shall hereby be incorporated into the work, and their affect on the proposal shall be reflected in the Offeror's proposal. Offerors shall also verify this fact by indicating the receipt of the addendum in their proposal.

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### QUESTION:

Do you do centralized purchasing and everything goes to one location or it is ordered centrally but goes to the individual site, or do the properties place their own orders?

**Although we do have a Centralized Purchasing department, parts can be ordered by any of the maintenance staff at any of our properties or picked up by the maintenance member at the vendor's store. If a part is ordered by a maintenance staff member for mailing it should be shipped to their site.**

\*\*\*END OF ADDENDUM TO DATE 10/16/24\*\*\*

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