

ADDENDUM NO. THREE
REQUEST FOR QUOTATION
LEAD AND COPPER ANALYSIS
PROJECT NO. 121-26
CITY OF THORNTON, CO

TO: Prospective Proposing Firms and all others concerned

DATE: October 9, 2026

PURPOSE: To provide additional information and clarification to the solicitation documents for the above-referenced Project.

1. The following information shall become part of the original Request for Quotation (RFQ), for this Project.
2. The following questions and answers are provided for additional clarification to the RFQ. All answers from Thornton in response to Vendor submitted questions have been provided below.

Question No. 1: Laboratory analysis, the scope of work requires analysis by a Colorado-certified Lab. Would Thornton accept, or prefer returned samples being analyzed by the City's Water Quality Lab? If so, should Line 2 be priced for administration, result handling, and resident letters only?

Answer No. 1: Thornton's Water Quality Lab does not analyze for lead or copper, so this option is not possible.

Question No. 2: Web Based Software Program line, Should this line be priced as an annual subscription for each contract year, or as a one time charge covering the full term through Dec 31, 2033?

Answer No. 2: This should be priced per year.

Question No. 3: Sample Schedule, are the 2023 quantities representative of a single monitoring period or a full year?

Answer No. 3: The 2023 quantities represent a routine monitoring schedule. Thornton is currently on reduced monitoring. Fifty (50) samples are required to be collected between June 1st and September 30th in a calendar year.

- Question No. 4: Shipping, should the Line 1 kit price include shipping out bound and return shipping to the laboratory or should shipping be quoted separately?
- Answer No. 4: Line 1 should include all costs related to the kit (kit, shipping, administrative costs, etc.).**
- Question No. 5: Unreturned Kits, will the City pay the Line 1 price for every kit mailed to a resident, or only for kits that are returned for testing?
- Answer No. 5: Thornton will pay for all mailed kits.**
- Question No. 6: Lead Service line sites, does the city have any lead or galvanized service line sites that would require first-liter and fifth-liter sampling under the lead and copper rule improvements after Nov 1st, 2027? If so, should vendors price a separate kit for those sites?
- Answer No. 6: Thornton has no lead service lines in the service area. All sample sites are considered Tier 4 under LCRR/LCRI.**
- Question No. 7: Sampling sites, will the city provide the list of sampling sites and residents who have agreed to participate, with contact info? Or will the vendor be responsible for contacting residents to recruit sites and replace sites that decline?
- Answer No. 7: Thornton will provide a list of sampling sites. Typically, seventy-five (75) volunteers are needed to achieve fifty (50) completed analyses. Most of the volunteers have contact information, some only the mailing address. Thornton periodically recruits volunteers for the program separate from this proposal. Vendor will not be responsible for recruiting volunteers.**
- Question No. 8: Resident Outreach, should the cost of resident outreach (initial notification, reminders, and result letters) be included in Line 1, Line 2 or both?
- Answer No. 8: The initial outreach and reminder letters should be part of Line 1 (all resident contact pre-receipt of the return kit) and the results letter should be part of Line 2 (post-receipt of the returned kit).**
- Question No. 9: Does the city provide letter templates or require City branding, and is there a required reminder schedule or method (mail, email, or phone)?

Answer No. 9: Thornton will provide branded letter templates. There is no required reminder schedule or method.

Question No. 10: May vendors include a supplemental cost breakdown with the pricing form?

Answer No. 10: Yes.

Question No. 11: Weekly Updates, the scope of work includes weekly program updates. What format does the City prefer, written weekly status report by email, a standing weekly meeting, or both?

Answer No. 11: A weekly email is sufficient with a running count of kits delivered, in route to the lab, and completed analysis at a minimum. Please include misc. updates like a rejected sample kit, customer willing to resample, etc.

Question No. 12: Is line item 2 (lead and copper testing) the price for the analysis of one sample for both lead and copper or is it reflective of the cost of each analysis conducted separately (i.e. 104 samples analyzed for both lead and copper or 52 samples analyzed for lead and 52 samples analyzed for copper)?

Answer No. 12: This should reflect the cost of both lead and copper analysis. In no case will a sample have one test run but not the other.

Question No. 13: Are the estimated quantities what is expected for one reduced monitoring period (June to September 2027) where 50 samples are required? If so, can you elaborate on why 125 sample kits are needed as that reflects a very low return rate for sample kits.

Answer No. 13: This pricing form reflects standard monitoring. During reduced monitoring, seventy-five (75) samples shall be delivered to achieve fifty (50) samples analyzed. Reduced monitoring is not expected to change until 2028 or 2029. However, unplanned changes to our water treatment processes could place us back on standard monitoring at any given time.

3. All other terms and conditions shall remain unchanged except as provided by this Addendum. Proposing firms must acknowledge receipt of this Addendum in their Quotation.

END OF ADDENDUM NO. THREE

	Joshua	Digitally signed by
		Joshua Houston
	Houston	Date: 2026.10.09 11:54:04
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for	Andrew Miskell, CPPB	Date
	Purchasing Manager	