

September 22, 2021

**POLK COUNTY, A POLITICAL SUBDIVISION OF  
THE STATE OF FLORIDA  
ADDENDUM #3  
CS 18-824  
Pharmaceuticals for Fire Rescue**

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This addendum is issued to clarify, add to, revise and/or delete items of the Continuing Services documents. This Addendum is a part of the Contract Documents and acknowledgment of its receipt shall be noted on the Addendum.

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Contained within this addendum: revision to **General Terms and Conditions** with addition of three new sections (Sections 14, 15, and 16).

Sincerely,

**Brad Howard**

Senior Procurement Analyst  
Procurement Division

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**This Addendum should be signed and emailed to [bradhoward@polk-county.net](mailto:bradhoward@polk-county.net) or faxed to 863-534-6789. This is the only acknowledgment required.**

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Company: \_\_\_\_\_

**CS 18-824**  
**PHARMACEUTICALS FOR FIRE RESCUE**  
**ADDENDUM #3**

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**Revision to General Terms and Conditions with addition of three new sections (effective September 22, 2021):**

14. **PRICING AND UNITS OF MEASURE:** Price documents must be in the same format as invoices. For example, if an item is invoiced by case of 10, then submit pricing by the case. The Unit of Measure issued in the warehouse is by the individual unit (vial/syringe/etc.). If the price is by case/box/etc., the case/box/etc. cost divided by the quantity contained within must be evenly divisible with no more than 2 digits after the decimal point as the individual unit price.
15. **MINIMUM LIMIT ORDER:** There is no minimum limit order.
16. **PRODUCT EXPIRATION DATES:** Product expiration dates must be no sooner than one (1) year from date received by the County. If the expiration date is between nine (9) and twelve (12) months, and the drug is in shortage, vendor must contact Fire Rescue Logistics at 863-224-8511 prior to shipping the product. The Fire Rescue Logistics Manager must pre-approve, in writing, the shipment of all products with an expiration date within nine (9) to twelve (12) months at the time of order.