



# PURCHASING DEPARTMENT

## COLE COUNTY COMMISSION

311 East High Street, Room 200 | Jefferson City, MO 65101  
Tel 573-634-9168 | Fax 573-634-8031  
abuechter@colecouny.org

To: All Interested Parties  
From: Lexi Buechter, Cole County Purchasing Agent  
Date: January 21, 2026  
Re: Addendum Three to Cole County Bid No. 2026-01 Generator Maintenance Services

The following information hereby becomes part of the above-referenced Request for Bid and shall be fully considered in the preparation of your response.

An optional walk thru was held on Wednesday, January 21, 2026 at 8:30 a.m. Participants were able to visit each site listed in the Request for Bid and take photos of all the generators.

1. Who is the current service provider?
  - **Cummins**
  
2. Fuel tank sizes
  - **Cole County Law Enforcement Center located at 350 East High Street:**
    - o **2,000 gallons**
  - **Cole County Emergency Services Building located at 319 Adams Street:**
    - o **397 gallons**
  - **Cole County Public Works located at 5055 Monticello Road:**
    - o **700 gallons**
  
3. Are the units clean?
  - **Yes**
  
4. How often are oil changes and inspections needed per year for the generators?
  - **Oil changes should be done approximately once a year, if an oil change is not needed two visual inspections should be done in a year.**
  
5. How often are the generators started?
  - **Weekly**
  
6. When the Baldor generators are serviced are they taken outside the building they are stored in?
  - **Yes, they are serviced outside.**
  
7. Can a bid be submitted via email?
  - **No, all bids must be sealed to be accepted. You can submit a bid via mail or by dropping it off at 311 East High Street, Room 200.**

**The bid receipt date and time HAVE NOT CHANGED; submissions will be received until Thursday, February 5, 2026 at 3:00 p.m.**

I/We have received Addendum Number Three to Bid No. 2026-01 and have fully considered the information provided in preparing a response.

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Name of Company

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Agent and Title

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Authorized Signature