



ADDENDUM
PURCHASING OFFICE
CITY OF AUSTIN, TEXAS

INVITATION FOR BID- BEST VALUE: **GLB0100 REBID** ADDENDUM NO. **1** DATE OF ADDENDUM:
March 11, 2014.

This addendum is to incorporate changes to the above referenced solicitation:

I. Questions: The following were question received and their answers:

- 1) In order for the Respondent to determine the appropriate routing, please provide the name, address and zip code for the Agent Bank Site used by each City location. .
 - a) Provided upon contract award, please see Exhibit B. The City currently banks with JP Morgan Chase.
- 2) Can the Carrier suggest alternative pick up times?
 - a) No
- 3) What is the average number of items presented for pickup by each location?
 - a) See Scope of Work for average check/cash volumes. No average number of items is available; this varies depending on the day and location.
- 4) If the City cannot provide an average number of items for pickup can the Carrier suggest an excess item fee?
 - a) No, submitted pricing for bid should be all-inclusive, so no outside surcharges/fees on top of that.
- 5) How long does your current carrier spend at each location providing service?
 - a) No figures/information available.
- 6) If the City does not have information regarding current premise time, will the city accept an excess premise time fee?
 - a) No, submitted pricing for bid should be all-inclusive, so no outside surcharges/fees on top of that.
- 7) How should the Respondent indicate the fees for excess items and/or premise time on the pricing sheet?
 - a) Not applicable see above.
- 8) Approximately how many bags are used each service day by each City location? Previously the City indicated that the number of items varies greatly by location. Can the City provide an average/maximum number of bags so that the Respondent can use this information in developing their response?
 - a) No, there is not a maximum
- 9) In order to reduce paper consumption and protect our natural resources will the City waive the requirement for 5 copies and accept one original and a CD of the Carrier's response ?
 - a) No
- 10) How does the City currently receive the follow requirement -
 - 2.1.3. The Contractor shall be required to provide documentation, showing proof of pickup and delivery from locations specified on Exhibit A and B to City departmental representatives for each day.
 - 2.1.4. Documentation shall require the following
 - 2.1.4.1. Location of pickup, with the address
 - 2.1.4.2. Contractor's signature for all pickups
 - 2.1.4.3. Delivery destination
 - 2.1.4.4. Full value declaration

