



ADDENDUM

INVITATION FOR BID – BEST VALUE

**PURCHASING OFFICE
CITY OF AUSTIN, TEXAS**

IFB-BV No.: 7800 CEA0021

Addendum No: 2

Date of Addendum: January 3, 2013

This addendum is incorporating the following questions, answers, and changes into the above-referenced Invitation for Bid-Best Value (IFB-BV).

1.0 The following questions were either submitted in writing or by fax by one or more Vendors. Each question (Q) is followed by its answer (A).

- Q1. In Section 0600, the Bid Sheet, Section 4 – Specified Replacement Parts and Material, if the Vendor's part numbers or descriptions are different than those that are listed on the bid sheet, how should the Vendor submit those changes?
- A1. The Vendor should make a note on each particular line item of the bid sheet if there is a different part number or description than what is listed. The Fleet Department will evaluate to determine if the different part number or description is acceptable prior to contract award.
- Q2. Is there a pre-bid meeting for this solicitation?
- A2. No, there is not a pre-bid meeting for this solicitation. Section 0400, Supplemental Purchase Provisions, Section 4, Pre-Award, does state that Prior to awarding a Contract, the City reserves the right to visit the premises of any Offeror being considered for a contract. The site visit will be made during the evaluation process to determine whether or not the Offeror has the appropriate facilities, equipment, inventory, licenses, registrations, permits, and qualified personnel to perform according to the Statement of Work (Section 0500).
- Q3. What is the definition of when the machines need to be changed?
- A3. The Fleet Department requires the 29 units to be inspected once each month, thus in Section 2 of the bid sheet, a quantity of 348 units (29 X 12) is listed. During these times, the vendor will clean, replenish the solvent, and replace the filters as well as replace any other items necessary to complete Preventative Maintenance (PM) of the unit. If there are other services needed during normal business hours, then the hourly unit price in Section 1 of the bid sheet will apply.
- Q4. What are the fluid levels or exact gallon requirements for each machine type?
- A4. The fluid levels or exact gallon requirements for each machine type shall be per the manufacturer's standard levels/requirements. Each machine shall not be overfilled or under-filled.

2.0 CHANGES

- 2.1 **Bid Due Prior to Time and Date is changed** to 10:00 AM, January 10, 2013.
- 2.2 **Bid Opening Time and Date is changed** to 10:00 AM, January 10, 2013.
- 2.3 Section 0400 item 1, Explanations or Clarifications time/date is changed to 2:00 pm on January 4, 2013.

3.0 ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.

BY THE SIGNATURES affixed below, this Addendum is hereby incorporated into and made a part of the above-referenced Invitation for Bid.

RETURN A SIGNED COPY OF THIS ADDENDUM
to the Purchasing Office, City of Austin, Texas with your bid.
Failure to do so may constitute grounds for rejection of your bid.

APPROVED BY:



Colleen Athey, Senior Buyer
Purchasing Office

01/03/13

Date

ACKNOWLEDGED BY:

Vendor Name

Authorized Signature

Date