



**ADDENDUM
MERCHANT CARD PROCESSING SERVICES
CITY OF AUSTIN, TEXAS**

Solicitation: RFP TVN0055REBID

Addendum No: 1

Date of Addendum:

3/7/2016

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

I. Clarifications:

- 1) Section 0610 Cost Sheet has been replaced with Section 0610 Cost Sheet REVISED. Proposers must use the revised sheet when submitting their proposal.

II. Questions and Answers:

Q1: Your RFP TVN0055REBID states in Section 0500, page 5, that certain departments have external PIN Pads. How many do you require, and where do I show this in the spreadsheet 0610? A PIN Pad is a separate piece of equipment.

A1: Currently, none of the City departments utilize a PIN Pad, however, the City wants the capability to add PIN Pads in the future. If the PIN Pad has an ongoing fee, the Proposer should include the fee on the 0610 Cost Sheet under 6.0 Other Fees. If the PIN Pad has a one-time fee at implementation, the Proposer should include the fee on the 0610 Cost Sheet under 11.0 Other Start-up/Implementation Charges.

Q2: Of the 110 terminals needed, how many are Ethernet IP and how many are Dialup? For Ethernet IP, are IP addresses Static or Dynamic? For Dialup, is there a "9" required for those machines to obtain an outside line?

A2: Approximately 30 terminals utilize an Ethernet connection. Proposer should explain both Static and Dynamic Ethernet IP addresses as well as include pricing differences on the 0610 Cost Sheet. In regards to the remaining 80 terminals that have a direct analog connection that may require a "9" to obtain an outside line, this information is not available at this time.

Q3: The spreadsheet on page 1 requires we do not include Interchange and Dues/Assessments imposed by Card Brands. There are card brand fees per swipe that are separate from the flat capture fee. Where should these be included?

A3: Any pass through fees from the card brand should not be included.

III. ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.

APPROVED BY:

Sandy Wirtanen, Senior Buyer
Purchasing Office, 512-974-7711

Date:

3/7/16

ACKNOWLEDGED BY:

Name

Authorized Signature

Date

RETURN ONE COPY OF THIS ADDENDUM TO THE PURCHASING OFFICE, CITY OF AUSTIN, WITH YOUR RESPONSE OR PRIOR TO THE SOLICITATION CLOSING DATE. FAILURE TO DO SO MAY CONSTITUTE GROUNDS FOR REJECTION.