



TO: All Proposers Receiving Request for Proposal (RFP) #2017025, GROUNDS MAINTENANCE EQUIPMENT, PARTS, ACCESSORIES, SUPPLIES, RELATED SERVICES AND EQUIPMENT

FROM: Jess Romney, Procurement Officer JR

DATE: November 7, 2016

SUBJECT: Addendum #1 – Change to Evaluation and Award section and Revised Pricing and Compensation pages

All Proposers are hereby notified that the proposal for **Grounds Maintenance Equipment, Parts, Accessories, Supplies, Related Services and Equipment** has been revised by this addendum.

The Instruction section of the is changed as follows:

27. **CRITERIA FOR EVALUATION AND AWARD:**

a. The criteria that will be evaluated and their relative weights are:

Evaluation Criteria	Points
Firm's Proposed Solution	40
Firm's Qualifications & Experience	30
Firm's Pricing <ul style="list-style-type: none"> • 20 points Equipment • 10 points Parts 	30

Pricing will be evaluated based on the below equation:

$$\frac{\text{Lowest Proposal Cost}}{\text{Proposal Cost being evaluated}} \times \text{Price Points Possible} = \text{Pricing Score}$$

- b. If less than three (3) Responses to a Solicitation are deemed responsive by the City, at the City's sole discretion, the Responses may be evaluated using simple comparative analysis instead of any announced method of evaluation, subject to meeting administrative and responsibility requirements.
- c. Each Response will be evaluated based upon responsiveness and responsibility criteria. A failure to meet responsiveness or responsibility criteria will render a Respondent ineligible for award of a contract under the Solicitation.
1. **Responsiveness.** The City will determine whether the Response complies with the instructions for submitting a Response set forth in the Solicitation (i.e. the completeness of the Response which encompasses the inclusion of all required attachments and submissions). Responsiveness will also be examined as it pertains to items set forth in this Solicitation that state a Respondent may be deemed non-responsive based upon the content of their Response. The City will reject any Responses that are submitted late. Failure to meet any requirements in the Solicitation may result in rejection of a Response as non-responsive.
 2. **Responsibility.** The City will determine whether a Respondent is one with whom the City should do business. Factors the City may evaluate to determine responsibility include, but are not limited to: an excessively high or low priced Response; past performance under any agreement with the City; references from any source including, but not limited to, those found outside the references listed in the Response and City employees, agents or officials who have experience with the Respondent; compliance

with applicable laws; Respondent's record of performance and integrity (e.g. has the Respondent been delinquent or unfaithful to any contract with the City, whether the Respondent is qualified legally to contract with the City, financial stability and the perceived ability to perform completely as specified). A Respondent must at all times have financial resources sufficient, in the opinion of the City, to ensure performance of the contract and must provide proof upon request. City staff may also use Dun & Bradstreet or any generally available industry information to evaluate the Respondent. The City reserves the right to inspect and review Respondent's facilities, equipment and personnel and those of any identified subcontractors. The City will determine whether any failure to supply information, or the quality of the information, will result in Respondent being deemed non-responsible.

~~d. Respondents who have a Transaction Privilege Tax license for Mesa and who, if awarded a contract, would charge the City TPT to be paid to Mesa, will have 1.75% removed from the taxable item(s) from the price set forth in the Response for the purpose of award evaluation. The awarded Respondent shall however charge the full amount of tax on their invoice(s).~~

~~This consideration does not apply to:~~

- ~~1. Construction procurements or any other procurement done using Arizona Revised Statutes Title 34 processes.~~
- ~~2. Purchases using federal or other funds where the agreement that provided the funds precludes any local consideration or preference.~~

Please note as part of this addendum Revised Pricing and Compensation pages have been included. (see below) Changes were made to reflect changes to the Instructions section of the RFP.



2017025 Revised
Pricing and Compen

All other terms and conditions remain unchanged. Respondents are reminded that proposals are due in the Purchasing Office no later than 3:00 p.m. local Arizona time on December 14, 2016.

Please contact Jess.Romney@MesaAZ.gov or Evan.Karl@MesaAZ.gov with any questions you may have regarding this addendum.

cc: File

REVISED PRICING AND COMPENSATION

Pursuant to all the contract specifications enumerated and described in this Solicitation, Respondent agrees to furnish GROUNDS MAINTENANCE EQUIPMENT, PARTS, ACCESSORIES, SUPPLIES, RELATED SERVICES AND RELATED EQUIPMENT to the City of Mesa at the price(s) stated below.

SAMPLE EQUIPMENT PRICING

This Section of the Price Page lists Sample Equipment (Attachment C) that will likely be purchased under the contract. This list is not all-inclusive. **Offerors shall use the discounts provided in their Price Proposal to determine the price for the items below.**

ITEM #	EQUIPMENT DESCRIPTION	UNIT PRICE
1	Bunker Rake, as per specifications <hr/> MANUFACTURER AND MODEL NUMBER	\$ -
2	Heavy Duty Utility Vehicle, as per specifications <hr/> MANUFACTURER AND MODEL NUMBER	\$ -
3	Surrounds Mower, as per specifications <hr/> MANUFACTURER AND MODEL NUMBER	\$ -
4	Triplex Greens Mower, as per specifications <hr/> MANUFACTURER AND MODEL NUMBER	\$ -
5	Wide Area Rotary Mower, as per specifications <hr/> MANUFACTURER AND MODEL NUMBER	\$ -
6	Fairway Mower, as per specifications <hr/> MANUFACTURER AND MODEL NUMBER	\$ -
EQUIPMENT TOTAL FOR ITEMS 1-6		\$ -

SAMPLE PARTS PRICING

This Section of the Price Page lists Sample Parts for the equipment listed above (Items 1 thru 6) that will likely be purchased under the contract. This list is not all-inclusive. **Offerors shall use the discounts provided in their Price Proposal to determine the price for the items below.**

ITEM #	PARTS DESCRIPTION	UNIT PRICE
7	Air Filter for Bunker Rank (see item 1)	\$ -
	_____ MANUFACTURER AND PART NUMBER	_____
8	Rake plate for Bunker Rank (see item 1)	\$ -
	_____ MANUFACTURER AND PART NUMBER	_____
9	Hydraulic Filter for Utility Vehicle (see item 2)	\$ -
	_____ MANUFACTURER AND PART NUMBER	_____
10	Oil Filter for Utility Vehicle (see item 2)	\$ -
	_____ MANUFACTURER AND PART NUMBER	_____
11	Rotary Blade for Surrounds Mower (see item 3)	\$ -
	_____ MANUFACTURER AND PART NUMBER	_____
12	Roller for Surrounds Mower (see item 3)	\$ -
	_____ MANUFACTURER AND PART NUMBER	_____
13	Bed Knife for Triplex Greens Mower (see item 4)	\$ -
	_____ MANUFACTURER AND PART NUMBER	_____
14	Hydraulic Filter for Triplex Greens Mower (see item 4)	\$ -
	_____ MANUFACTURER AND PART NUMBER	_____
15	Bed Knife for Wide Area Rotary Mower (see item 5)	\$ -
	_____ MANUFACTURER AND PART NUMBER	_____

16	Fuel Filter for Wide Area Rotary Mower (see item 5)	\$	-

	MANUFACTURER AND PART NUMBER		
17	Fan Belt for Fairway Mower (see item 6)	\$	-

	MANUFACTURER AND PART NUMBER		
18	Water Pump for Fairway Mower (see item 6)	\$	-

	MANUFACTURER AND PART NUMBER		
PARTS TOTAL FOR ITEMS 7-18		\$	-

DISCOUNT OFF LIST PRICE

For each of the product categories, provide a listing of product lines and the proposed discount off list price. Offeror's may insert additional lines as needed.

LIST	CATEGORY	DISCOUNT OFF
A	SPORTS FIELDS AND GROUNDS EQUIPMENT	
	_____	_____
	_____	_____
	_____	_____
	_____	_____
B	GOLF COURSE MAINTENANCE EQUIPMENT	
	_____	_____
	_____	_____
	_____	_____
	_____	_____
C	RELATED EQUIPMENT PARTS	
	_____	_____
	_____	_____
	_____	_____
	_____	_____
D	USED EQUIPMENT	
	_____	_____

E BALANCE OF LINE

DELIVERY: See Mesa Standard Terms and Conditions.

Vendor Name _____
11/7/2016

Date: _____
RFP # 2017025