

Addendum to Solicitation



Purchasing Office / City of Mesa • 20 East Main Street, Suite 450 • Mesa, AZ 85201

Issue Date: August 1, 2023

This addendum will modify and/or clarify: Solicitation No.: 2023261

and is Addendum No.: One (1)

Procurement Description: Grounds Maintenance Equipment, Parts, Accessories, Supplies, Related Services and Equipment

Listed below is a vendor question regarding this RFP and the response provided by City staff.

1. **Question:** Same manufacturer with (2) distinct brands – Can both of these brands be submitted on the same RFQ response? Discounts will be the same.

Response: Yes

2. **Question:** SOLICITATION ATTACHMENT - Page 17 – PRICING – “Transportation” - Freight cannot be itemized, correct?

Response: As per the RFP document Instructions Section 4 Tab 4 Paragraph 3 “The City’s expectation is that the proposed pricing shall include delivery to Mesa and Participating Public Agencies. Based on your distribution network, explain the impact of such pricing to the City, Participating Public Agencies residing in large metropolitan areas and Participating Public Agencies residing in rural areas. Propose an optimal solution(s) that would provide Participating Public Agencies with the best pricing including freight costs.

And Mesa Standard Terms and Conditions Section 31 “FOB DESTINATION FREIGHT PREPAID AND ALLOWED. All deliveries will be FOB destination freight prepaid and allowed unless otherwise agreed.

If you take an exception to these terms clearly state your exception in your response. (Attachment B)

3. **Question:** AMENDMENT E – 3.3 L – Guaranteed Sales volume – We are requested to provide a guaranteed annual sales volume over 3 years. Will we be charged the standard 3% administrative fee for this forecast, regardless of hitting this goal?

Response: By providing a guaranteed sale, Respondents are stating that they will guarantee a sales amount and pay the administrative fee on those sales even if they do not hit that goal. Alternatively, Respondents do not need to provide a sales guarantee or can indicate \$0 as their guarantee.

4. **Question:** ATTACHMENT C – Heavy Duty Utility Vehicle specifications – We manufacture multiple heavy duty utility vehicle variations, including gas & lithium-ion electric. Would you prefer that I add a few samples to this sheet for reference?

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Response: Please provide heavy duty utility vehicle specifications and pricing for the unit that most closely matches the equipment specifications called out in Attachment C.

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

The balance of the specifications and bid/proposal solicitation instructions to remain the same. Bidders/Proposal Offerors are to acknowledge receipt and acceptance of this addendum by indicating receipt on the Required Response Forms attachment of this bid/proposal response. Failure to acknowledge an addendum prior to bid/proposal opening time and date may make the bid/proposal response non-responsive to that portion of the solicitation as materially affected by the respective addendum.