



CHARLOTTE

Finance Department – City Procurement

Addendum #2	Interceptor and Miscellaneous Vehicles ITB # 269-2019-076
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To: All Prospective Bidders

Date: May 21, 2019

Subject: Addendum #2 – ITB # 269-2019-076 – Interceptor and Miscellaneous Vehicles

Please note the specification changes/modifications below for the ITB.

Item #	Page #	Section #	Specification	Modifications and Questions
1	20	3.8	Delivery	<p>Bidder Statement: The City is requesting delivery F.O.B. Destination within a maximum of 16 weeks from the placement of order. Manufacturers currently have a longer lead-time and Ford’s queue is at 22-26 weeks.</p> <p>Answer: Bidders are required to enter their lead-time for each vehicle on the Required Form - Section 4, Form 5. Bidders may take exceptions on the Required Form - Section 4, Form 4.</p>
2	20	3.8.1		<p>Modification: This sentence is modified to read as follows: City deliveries must be made to Fleet Management, 5550 Wilkinson Boulevard, Charlotte, NC 28208.</p>
3	22	3.14	Liquidated Damages	<p>Bidder Question: The contract is final with a specific period for damages and there may be delays due to the manufactures production line. How should a Bidder address this in the response?</p> <p>Answer: Bidders may take exceptions on the Required Form - Section 4, Form 4. This ITB includes a Sample Contract that will be finalized based on the bid response and exceptions provided. The City and successful Bidder must agree on the exceptions prior to a recommendation for award.</p>
4	23	3.23	Reporting	<p>Bidder Question: When will the successful Bidder report expenditures and pay the administrative fees?</p> <p>Answer: Expenditures must be reported for the quarter that an agency issued the purchase order. Due to the production time, administrative fees will be paid once the vehicles are delivered and invoices are paid by the City/PPA.</p>

Item #	Page #	Section #	Specification	Modifications and Questions
5	24-43	3.24	Product Specifications and Or Equal Standard	<p>Bidder Question: If a Bidder is unable to provide the vehicle, are the specification sheets required?</p> <p>Answer: No.</p>
6	33	5	Dodge Durango AWD Police Pursuit	<p>Modification: This Section is modified to read as follows: 5.1 – Vehicle to include four key fobs programmed to start the vehicle. 5.2 – Vehicle to include four emergency keys to unlock the vehicle.</p>
7	34	7.5		<p>Modification: This sentence is modified to read as follows: All four emergency keys and key fob remotes are to be delivered with the vehicle.</p>
8	42	5.2	15 Passenger One-Ton Carpool Van	<p>Modification: This sentence of this Section is modified to read as follows: The City requires after-market black leather for the seating surfaces only. Other parts of the seat cover including but not limited to the backs and armrests shall have black material to match the leather seating surfaces. Bidders may opt to use OEM leather without installing carpet.</p>
9	52	-	Required Form 7 – References	<p>Bidder Question: If there are no public agency references available, will the City accept other fleet customers on the Required Form 7?</p> <p>Answer: Yes.</p>
10	55	-	Required Form 10 - CCPA Plan	<p>Bidder Question: The City is requesting delivery F.O.B. Destination in Section 3.8. and it's difficult to service Participating Public Agencies nationwide at the same delivery cost provided to Charlotte. Will the City consider F.O.B. Charlotte and options for concessions?</p> <p>Answer: Yes, the City will accept F.O.B. Charlotte. Bidders must complete the Revised CCPA Plan included in this addendum.</p>
11	59	10	Section 5 - Sample Contract	<p>Bidder Question: Will the City and PPAs pay within 30 days?</p> <p>Answer: The City's standard payment terms are Net 30. Bidders must indicate their payment terms on the Required Form – Section 4, Form 5. See Section 1.29, the successful Bidder must deal directly with the public agency concerning the placement of orders, issuance of purchase orders, contractual disputes, invoicing and payment.</p>

In order to constitute a complete bid response, you must acknowledge receipt of this addendum with the Addenda Receipt Confirmation Form in Section 4 of the ITB in your Bid. **Any Bidder not acknowledging receipt of an issued addendum may not be considered.**

Questions must be submitted in writing to gcarothers@charlottenc.gov by 5 pm EDT on Monday, June 3, 2019. In the event additional changes or clarifications to this ITB are warranted, all Bidders are responsible for monitoring the City's <https://charlottenc.gov/DoingBusiness/Pages/ContractOpportunities.aspx> site or www.ips.state.nc.us or for additional addenda.

We appreciate your interest in doing business with the City and look forward to receiving a Bid from your company.

Sincerely,

Genetta N. Carothers, A.P.P.; CLGPO
CCPA Program Administrator

cc: ITB
ITB File

CCPA PLAN (REVISED)
ITB # 269-2019-076

INTERCEPTOR AND MISCELLANEOUS VEHICLES

Pursuant to N.C. G.S. 160A-461 and 143-129(e)(3), the City of Charlotte, Finance Department - City Procurement has established the Charlotte Cooperative Purchasing Alliance (CCPA). The purpose of the CCPA is to allow other public agencies regionally and nationwide to use contracts competitively solicited and awarded by the City of Charlotte (herein "City"). Combining the volumes of government agencies achieves cost effective pricing and reduces the administrative and overhead costs of suppliers and public agencies alike. By providing a comprehensive and competitively solicited Contract through a single bid process, county, city, special district, local government, school district, private K-12 school, technical or vocational school, higher education institution (including community colleges, colleges and universities, both public and private), state, other government agency or nonprofit organization can utilize the subsequent contract(s) without the need for further solicitation. Companies should consider the potential volumes when responding to this ITB. Participation by other entities is strictly voluntary and no volumes are guaranteed. Participation by other entities is strictly voluntary and no volumes are guaranteed though Participating Public Agencies will be required to register to purchase products or services through the CCPA.

More information about the CCPA can be found on the CCPA website at: www.charlottealliance.org.

The objective of this ITB is to utilize participation among the City, as well as various other Participating Public Agencies, to provide low cost reliable Products and Services. The Company must agree to receive orders from the City and all Participating Public Agencies and to provide all Services ordered to a specified City and Participating Public Agency address.

Companies shall include in detail how they will serve all Participating Public Agencies as it relates to the CCPA. Currently the CCPA has approximately 380 registered Participating Public Agencies in Arizona, California, Connecticut, District of Columbia, Florida, Georgia, Illinois, Maryland, Massachusetts, Michigan, Missouri, New York, North Carolina, Ohio, South Carolina, Tennessee, Texas, Virginia, Washington, and West Virginia.

Please address the following:

1. Define your company's delivery program to provide Products/Services to any Participating Public Agencies in all 50 U.S. states including but not limited to a list of all states that you can deliver to, delivery time, and delivery costs.
2. Address if your company has a national sales force, dealer network or distributor with the ability to serve Participating Public Agencies in all 50 U.S. states.
3. How will you monitor and report all spend by City/Participating Public Agencies to the City for auditing purposes?

The City will post all awarded contracts on the CCPA website, along with the respective vendor information. Please address the following accordingly:

1. Will your company allow the City to utilize their organization's logo on the CCPA website?
2. Will your company be willing to advertise the CCPA logo and website on your organization's website?
3. How do you plan to market the Contract(s) to other Participating Public Agencies?