City of Franklin Addendum No. 1 to

Purchasing Office Solicitation No.: 2017-003

1. Solicitation identified: This Addendum No. 1 applies to the following procurement:

   after-market up-fitting of a minimum of fifteen (15) police vehicles

   Purchasing Office Solicitation No.: 2017-003

2. Notice to Bidders publication date: **September 15, 2016**

3. Solicitation release date: **September 15, 2016**

4. Addendum No. 1 release date: **September 29, 2016**

5. Deadline for optional submittal in writing of questions seeking to revise or clarify any aspect of this procurement solicitation: ~~**September 27, 2016, 2:00 p.m. Central Time**~~ **October 4, 2016, 2:00 p.m. Central Time**

6. Bids submittal deadline and scheduled opening: ~~**October 4, 2016, 2:00 p.m. Central Time**~~ **October 11, 2016, 2:00 p.m. Central Time**

7. Tentative date of release of City's tabulation of bids received and notice of intent to award: ~~**October 14, 2016 or October 21, 2016**~~ **October 28, 2016 or November 4, 2016**

8. Tentative date of award: Meeting of Board of Mayor and Aldermen at which is tentatively scheduled to be awarded the selection of the lowest and best responsive and responsible bid: ~~**October 25, 2016 or November 8, 2016**~~ **November 8, 2016 or November 22, 2016**

9. Addendum:

   In reference to the City of Franklin's September 15, 2016 Purchasing Office Solicitation No. 2017-003 for the after-market up-fitting of a minimum of fifteen (15) police vehicles, the City has been asked certain questions about the solicitation by one or more vendors who are potential bidders, the City has determined that certain aspects of the solicitation need to be revised, and the City has decided to revise aspects of the procurement schedule, including as indicated above.

   The purpose of this Addendum No. 1 is: (1) to announce the City's responses to the questions that have been asked to date; (2) to announce the City's determination to revise the specifications; (3) to announce the City's decision to revise aspects of the procurement

schedule, including as indicated above; and (4) to release the specifications as revised to date.

The following two separate documents, each presenting the specifications as revised to date, are being released with this Addendum No. 1 and are accessible at the Purchasing Office or upon electronic request made to purchasing@franklintn.gov (please reference the Purchasing Office solicitation number listed above):

- One document presents the specifications as revised to date with all revisions from the specifications as originally released marked (the file name of this version is "2017-003 Specifications, revised per Addendum No. 1, changes MARKED"). This version is provided merely for the convenience of the bidder interested in knowing exactly what changes have been made to the specifications as originally released, and should not be included in the bid submittal.
- The other document presents the specifications as revised to date with all revisions from the specifications as originally released unmarked (the file name of this version is "2017-003 Specifications, revised per Addendum No. 1, CLEAN"). This version is provided as a substitute for the specifications as originally released and shall be marked by the bidder as to compliance therewith as per the instructions therein and submitted with their bid for this procurement.

Below are the questions asked to date and the City's responses thereto:

Q1: Part # PG3614INT13A as listed on p. 1 ("After-market components to be installed by up-fitter for quantity 12 MARKED 2017 Ford Interceptor SUVs") of Appendix B ("Components to be Installed by Up-Fitter") is a partition for a Ford Interceptor sedan. A partition for a Ford Interceptor SUV but is not listed in Appendix B. Does the City wish to revise its partition specification to be for a Ford Interceptor SUV?

A1: Yes, the City wishes to revise its partition specification for the twelve (12) marked 2017 Ford Interceptor SUVs to be for a Ford Interceptor SUV. Appendix B is hereby revised accordingly. The revised Appendix B (with changes marked by green highlight) is available upon request made to the City of Franklin Purchasing Office (purchasing@franklintn.gov).

Q2: No consoles are listed on p. 1 ("After-market components to be installed by up-fitter for quantity 12 MARKED 2017 Ford Interceptor SUVs") of Appendix B ("Components to be Installed by Up-Fitter"), but internal cup holders are and armrest are listed along with Arbitrator bracket. Does the City wish for the up-fitter to install consoles? If so, are they to be purchased and supplied by the up-fitter, or are they to be supplied by the City?

A2: Yes, the City wishes for the up-fitter to purchase, supply and install consoles for the twelve (12) marked 2017 Ford Interceptor SUVs. Appendix B is hereby revised accordingly. The revised Appendix B (with changes marked by green highlight) is available upon request made to the City of Franklin Purchasing Office (purchasing@franklintn.gov).

Q3: For the twelve (12) marked 2017 Ford Interceptor SUVs, Federal Signal Legend light bar package consists of Legend light bar as described in Appendix B ("Components to be Installed by Up-Fitter"), but what siren / speaker combination is to be quoted?

A3: For the twelve (12) marked 2017 Ford Interceptor SUVs, the City wishes for the up-fitter to purchase, supply and install a siren / speaker combination. Appendix B is hereby revised accordingly. The revised Appendix B (with changes marked by green highlight) is available upon request made to the City of Franklin Purchasing Office (purchasing@franklintn.gov).

Q4: May these installations be performed on site at a City of Franklin location?

A4: Yes, as an alternative to rendering the specified services at the up-fitter's location, the installations may be rendered by the up-fitter at a City location. The City's Specifications pertaining to this procurement are hereby revised accordingly.

10. Bidders to use revised specifications: Bidders shall indicate compliance with or the need to take an exception to the specifications as revised to date by so marking the "CLEAN" version of the revised specifications as per the instructions therein instead of those specifications issued originally. Bidders shall submit the "CLEAN" version of the revised specifications, marked as per the instructions therein, along with all other documents required for a complete bid submittal.

11. Submittal deadline and scheduled bid opening: Please note that the submittal deadline and scheduled opening of all bids received is hereby revised and now is:

October 11, 2016, 2:00 p.m. Central Time

12. Acknowledge receipt of addendum: Bidders shall acknowledge receipt of this addendum on the Bid Submittal Form in the space to the right of the text on that form that reads, "Receipt acknowledged of any and all issued addenda to this solicitation."

13. Questions, requests for clarifications, and requests to revise the procurement solicitation; addenda: To ask questions, to request clarifications about any aspect of this procurement solicitation, or to request revisions to the procurement solicitation prior to the revised deadline for optional submittal in writing of questions seeking to revise or clarify any aspect of the procurement solicitation, please contact:

City of Franklin Purchasing Office
Franklin City Hall, Suite 107
109 3rd Ave. South
Franklin, TN 37064
purchasing@franklintn.gov
Tel: 615/550-6692
Fax: 615/550-0079

Depending upon the inquiry, the City may request that the question, request for clarification, or request for revision be submitted in writing, whereupon the City may choose to announce the inquiry and the City's response thereto.

14. Communication with City during procurement phase: Any questions about either the content of or the procurement process pertaining to this procurement solicitation should be addressed as described above. Until the procurement award has been made, vendors shall not communicate about either the content of or the procurement process pertaining to this procurement solicitation with any official, employee or other representative of the City except through the City's Purchasing Office. The City reserves the right to disqualify any vendor that initiates unauthorized communication with the City during the procurement phase.