

**PROCUREMENT DEPARTMENT**  
Rm 120 Municipal Services Building  
Philadelphia, PA 19102-1685  
FAX: (215) 686-4716

# CITY OF PHILADELPHIA

Hugh Ortman  
Procurement Commissioner

April 2, 2014

**BID NUMBER:** S4YN3280  
**TITLE:** Purchase and Installation of Audio/Visual and Networking Equipment  
**DEPARTMENT:** FIRE DEPARTMENT-2ND FLOOR 240 SPRING GARDEN STREET  
**DATE TO OPEN:** April 09, 2014 at 10:30 AM

## ADDENDUM # 1

### **TO ALL BIDDERS:**

**You are hereby notified of the following changes to the above mentioned bid:**

Please see the Questions and Answers resulting from the Mandatory Pre-bid Meeting held on Wednesday, March 26, 2014 below.

### **Question #1**

How would you like freight accounted for? A total number added at the bottom is much preferred rather than add freight in each item. If multiple items come from the same manufacturer or distributor the shipping cost will be less per item than pricing individually. Please advise.

### ***Answer:***

*Bidders shall factor all applicable Freight costs in with the existing line items presently listed in Section 5 of the Invitation and Bid. There will be no separate line item for Freight charges.*

## **Question #2**

The Bill of Materials notes that the equipment is a “reference only”. There are certain items on this list that are now not needed following the mandatory meeting and the verbal overview and walk-through provided by Chief Jesse Wilson. How should we proceed with these items that are not needed but on your list?

### ***Answer:***

*As part of the Mandatory Site-Visit, Bidders were required to examine each site in detail where the work is to be done and acquaint themselves with conditions affecting the work area for which they will be held responsible under the contract. The awarded vendor will be responsible for providing a fully operational turnkey system under the awarded contract resulting from this Invitation and bid and shall also be responsible for the unit prices that they submit with their bid submittal to the effect that the awarded vendor will be accountable for providing all products and services as required under this Invitation and Bid.*

## **Question #3**

As a WBENC, is documentation needed? Is a WBE weighted differently?

### ***Answer:***

*While there are no ranges for the participation of Minority (MBE), Woman (WBE) or Disabled (DSBE) Owned Business Enterprises (collectively, M/W/DSBEs) projected for this Bid, bidders are prohibited from discriminating in their selection of subcontractors and are encouraged to use their Best and Good Faith Efforts to solicit quotes from M/W/DSBEs on an equitable basis with other firms. See the Office of Economic Opportunity (OEO) Instructions and Form which is part of this Invitation to Bid and Contract.*

## **Question #4**

Some material list the manufacturer as Cenero. Please advise if this is a manufacturer. I believe it is a bidding company.

### ***Answer:***

*The product specifications are for reference only – The vendor may propose equivalent, alternative, and/or superior quantities, equipment, and configurations in accordance with Paragraph 1.7.10 of the Invitation and Bid.*

**Question #5**

If the quantities listed are not the same as the quantity needed, in our estimation, to complete this job, how do we address that? Please advise.

***Answer:***

*In accordance with the response provided in Question #2 of this Addendum; As part of the Mandatory Site-Visit, Bidders were required to examine each site in detail where the work is to be done and acquaint themselves with conditions affecting the work area for which they will be held responsible under the contract. The awarded vendor will be responsible for providing a fully operational turnkey system under the awarded contract resulting from this Invitation and bid and shall also be responsible for the unit prices that they submit with their bid submittal to the effect that the awarded vendor will be accountable for providing all products and services as required under this Invitation and Bid.*

Please sign, date and return this addendum with your bid to the Procurement Department, 1401 J.F.K Boulevard, Bid Room 170A, Philadelphia, PA 19102-1685 as it now becomes a part of the proposal.

  
T. Vinson, Buyer

\_\_\_\_\_  
AUTHORIZED SIGNATURE

\_\_\_\_\_  
FIRM NAME (PRINT)

\_\_\_\_\_  
DATE

TAV/bws