



COMMONWEALTH of VIRGINIA

Department of General Services Division of Purchases and Supply

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May 15, 2024

ADDENDUM NO. 1 TO ALL BIDDERS:

Reference – Request for Proposal: 61514
Commodity: 51545
Dated: 5/1/2024
For Delivery To: Nationwide
Bid Due: June 12, 2024 @ 5:00 P.M.

The below is hereby amended as follows:

1. **Reference Attachment E- Participating Information:** The following additional states are hereby added, therefore the totals for estimated annual contract spend is hereby increased to 36.5 million. Revised Attachment E has been updated and posted to reflect the below information.
 - **Vermont-** Exhibit 6 is hereby added – Estimated Annual Contract Spend is 1 million dollars.
 - **Minnesota-** Estimated Annual Contract Spend is 6.3 million dollars.
 - **Missouri-** -Estimated Annual Contract Spend is 3 million dollars.
 - **New Mexico-** Exhibit 7 is hereby added- Estimated Annual Contract Spend is 8.2 million dollars.
2. **Reference Attachment C- RFP Evaluation Plan:** Attachment C- RFP Cost Evaluation Plan has been revised to reflect the below changes. Revised Attachment C has been posted under documents.
 - Stage 4: Cost Evaluation – Market Basket Evaluation points is hereby adjusted down to 100
 - Stage 4: Cost Evaluation- Discount % Off Evaluation Cost Points is hereby increased to 200.
3. **Reference Attachment I- Cost Proposal:** Cost Proposal worksheet has been revised and replaced.
 - PTO Driven Equipment has been removed from the listing as a subcategory.
 - Market Basket Evaluation Additional Instructions have been revised to add number 3. Offeror is asked to submit their base model information for each subcategory for the purpose of this evaluation. Additional models you are wishing to offer are to be added to the Equipment percentage off evaluation tab.

- 4. Reference Attachment B- Scope of Work:** The following has been added to section III, Master Agreement Deliverables. 1. Product Categories “C” as indicated below. Revised Attachment B has been posted under documents.

C. Open Market- (Non-Contract- Allied Equipment) Open Market (Non-contract or allied equipment) will be permitted to be procured at the same time as contract equipment to allow for the contract equipment to operate within safety guidelines (e.g., federal, state, agency) or to function as needed. The addition of the non-contract or allied equipment will complete or enhance the operation or provide an additional level of safe operation of the contract equipment. Open Market (non-contract or allied equipment) are considered to be products, implements, attachments, parts, and bundles not manufactured by the Contractor but in some instances branded by the Contractor. The following are typical examples of these procurements:

- a. Agency purchasing a contracted base model unit wants a service parts package to take care of the first required oil change on the unit.
- b. Agency needs to purchase a John Deere tractor with an implement for specialty mowing purposes such as a non-contract/Allied “over the guard rail” boom mower.
- c. Agency needs to purchase a John Deere tractor for roadside mowing with the tractor tires filled with non-contract/Allied fluid as a ballasting agent in order to maintain stability when performing hillside mowing.
- d. Agency has a requirement for mounted non-contract/Allied lighting packages on equipment for safety and visibility purposes.

Open Market (Non-contract/allied equipment) as defined above may be included on a purchase order as long as the equipment is related to and compatible with the contract equipment being purchased. Standalone non-contract/allied equipment purchases shall not be permitted.

The price of the Open Market (non-contract/allied equipment) will be negotiated between the Contractor/Authorized Dealer and the Authorized User. Open Market (Non-contract/allied equipment) must be specified on the purchase order as “non-contract” or “Open Market” items. Authorized Users must comply with their State’s procurement policies and procedures for the purchase of Open Market (non-contract/allied equipment).

Offeror confirms that to the extent open market (non-contract/allied equipment) is included on a purchase order with contract equipment, the Contractor will not void any applicable equipment warranty(ies), provided that the following conditions are met:

- a. Open Market (Non-contract/allied equipment) is properly mounted or installed by an authorized dealer/distributor or other installer approved by the Contractor.
- b. Any warranty claim for contract equipment is warrantable under the terms and limitations of the applicable Contractor’s product warranty(ies); and
- c. The Authorized User provides supporting documentation upon request by the Contractor for verification of warranty claim.

- 5. Reference Questions and Answers:** Questions and Answers have been added as a separate attachment to this RFP.

Signature Page to Follow

Note: A signed acknowledgment of this addendum must be received at the location indicated on the IFB either prior to the bid due date and hour or attached to your bid. Signature on this addendum does not substitute for your signature on the original bid document. The original bid document must be signed.

Very truly yours,



Tracy Wrenn
Statewide Sourcing & Contracting Officer

Name of Firm

Signature/Title

Date