



# COMMONWEALTH of VIRGINIA

## Department of General Services

Division of Purchases and Supply

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**MAY 4, 2012**

TO ALL BIDDERS: **ADDENDUM 1** (Note: This the first Addendum issued to this solicitation)

Invitation for Bids:

RFP E194 41677-12MC

Title:

Ground Maintenance Equipment

Issue Date:

April 30, 2012

Authorized User:

Statewide

Proposal Due Date:

May 5, 2012

Proposal Due Time:

1:00 PM

The above referenced RFP is hereby changed to read:

1. REFERENCE SECTION III. OPTIONAL PREPROPOSAL CONFERENCE AND DELETE THE FOLLOWING IN ITS ENTIRETY, AND REPLACE WITH ITEM 2. OPTIONAL PREPROPOSAL CONFERENCE AND WEBINAR.

III.

2. REFERENCE SECTION III. OPTIONAL PREPROPOSAL CONFERENCE AND REPLACE WITH THE OPTIONAL PREPROPOSAL CONFERENCE LISTED BELOW:

III. **OPTIONAL PREPROPOSAL CONFERENCE:** An Optional Preproposal Conference will be held at **10:00 am** (prevailing local time) on **Friday, May 11, 2012**, at the Patrick Henry Building, **on the 1<sup>st</sup> Floor – Bid-Tab Room1023**, located at 1111 East Broad Street, Richmond, VA (Photo ID required for entry). The purpose of this conference is to allow potential offerors an opportunity to present questions and obtain clarification relative to any facet of this solicitation. While attendance at this conference will not be a prerequisite to submitting a proposal, offerors who intend to submit a proposal are encouraged to attend in person or via Teleconferencing. Any changes resulting from this conference will be issued in a written addendum to the solicitation. **Bring a copy of the solicitation with you or have a copy available, if participating via telephone.** Any changes resulting from this conference will be issued in a written addendum to the solicitation.

Offerors may participate in the Optional Preproposal Conference in person or via Audio Teleconferencing and/or Webinar. Offerors who wish to participate via telephone should use the information provided below to call in on May 11, 2012 at 10:00 am using the telephone number listed under the Join in Telephone Portion of the Meeting. Offerors may dial in starting at 9:55 am to ensure that you are connected by the beginning of the Teleconference for RFP# E194-41677 for Ground Maintenance Equipment.

Offerors who wish to participate via webinar should use the information provided below:

**Meeting Information:**

**Meeting Topic:** Optional Pre-proposal Conference - RFP E194-41677-12MC

**Start Date:** May 11, 2012 10:00 AM Eastern Time (US and Canada) (Daylight savings time GMT - 04:00)

**Moderator:** Angel Rodriguez and Mary L. Hicks-Coston

**To JOIN the web portion of the meeting, click here:**

[https://lobby.mc.iconf.net/gcc/moderator/calendarmgr/calendarmgr\\_start.asp?nScheduleID=408460175&ba=6&strCC=US&ModLogin=8396729&uid=400481461&p=\\$cb59b747f88a35e0d452377f60f7c25f](https://lobby.mc.iconf.net/gcc/moderator/calendarmgr/calendarmgr_start.asp?nScheduleID=408460175&ba=6&strCC=US&ModLogin=8396729&uid=400481461&p=$cb59b747f88a35e0d452377f60f7c25f)

**If you do not already have the application, click here to install:**

[https://content101.mc.iconf.net/gcc\\_installer/install.asp?ba=6](https://content101.mc.iconf.net/gcc_installer/install.asp?ba=6)

**To join the telephone portion of the meeting dial:**

- 1) Toll Free Number: 1-866-233-9464
- 2) Enter the Meeting Number: \*8396729\* (Be sure to enter the \* star key before and after the Meeting Number).

**Note:** Offerors who wish to participate in the Optional Preproposal Conference in person or via Webinar must submit an email to [mary.coston@dgs.virginia.gov](mailto:mary.coston@dgs.virginia.gov) by **May 9, 2012** stating whether you will attend the Optional Proposal Conference in person or via the Optional Preproposal Webinar

3. **Reference Section IX. Proposal Preparation and Submission Instructions on Page 8, item A.** General Instructions, Item 1 second sentence in paragraph 2 and delete in its entirety as follows:

The Offeror shall submit (1) original and four (4) hard copies, so marked, of each proposal. The proposal must be submitted to the issuing agency. In addition, 1 softcopy must also be submitted in MS Office 2007 format CD, in addition to the Manufacturer's Publish Price List.

4. **Reference Section IX. Proposal Preparation and Submission Instructions on Page 8, item A.** General Instructions, Item 1 second sentence in paragraph 2 and incorporate the following paragraph in its entirety.

Return (1) original hard copy to including the current requirements, including Attachment A and associated pages including attachments. In Addition, return three copies with all requirements on CD, "except" the entire PPL for other items/products, Technical Data, MSDS and attachment A1.

5. **Reference Attachment A1, Category 2: EXTRA HEAVY DUTY TRACTORS** and revise this Category to read: TRACTORS
6. **Reference Attachment A1, Category 8, Item 3 - Rahn GL650, or equivalent**; and delete the following in its entirety as part of the description: Gasoline powered Chain Saw:

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



**Statewide Contract Officer**  
[mary.coston@dgs.virginia.gov](mailto:mary.coston@dgs.virginia.gov)

Ph. (804) 786-6048  
Fax: (804) 786-5413

Name of Firm: \_\_\_\_\_ Date: \_\_\_\_\_

Signature & Title: \_\_\_\_\_

Date: \_\_\_\_\_