



ADDENDUM NO. 2

Date: April 5, 2018

Bid Date: April 16, 2018
at 3:00 P.M. (Local Time)

Bid Name Auction Services of Surplus Goods

Bid No.: FATG-180073-AH

NOTE: This Addendum has been issued only to the holders of record of the specifications.

The original Specifications remain in full force and effect except as revised by the following changes which shall take precedence over anything to the contrary:

1. Any questions shall be submitted in writing to the City of Gainesville Purchasing Division by 3:00 p.m. (local time), April 9, 2018. Questions may be submitted as follows:
Email: HamiltonAM@cityofgainesville.org
or
Faxed (352) 334-3163
Attention: Amber Hamilton
2. Please find attached:
 - a) A copy of Financial Procedures Manual Section 41-423 Prohibition of lobbying in procurement matters (referred to as Cone of Silence in updated policy Resolution 170116).

The following are answers/clarifications to questions of the Solicitation:

3. Question: On Page 15, Fee and Commission Proposal, it states “no buyer’s premium charge is preferred”, does this mean you will not consider a bid from a Company who charges a Buyer’s Premium at all?

Answer: The City will accept a bid with a buyer’s premium but it will need to be separated in order to see what the rates are per item.

4. Question: Will a Company that submits a bid with buyer’s premium as part of the gross sales commission be disqualified?

Answer: No, but the City prefers to see separate charges.

ACKNOWLEDGMENT: Each Proposer shall acknowledge receipt of this Addendum No. 2 by his or her signature below, **and a copy of this Addendum to be returned with proposal.**

CERTIFICATION BY PROPOSER

The undersigned acknowledges receipt of this Addendum No. 2 and the Proposal submitted is in accordance with information, instructions, and stipulations set forth herein.

PROPOSER: _____

BY: _____

DATE: _____

CITY OF _____ FINANCIAL SERVICES
GAINESVILLE PROCEDURES MANUAL

41-424 Prohibition of lobbying in procurement matters

Except as expressly set forth in Resolution 060732, Section 10, during the black out period as defined herein no person may lobby, on behalf of a competing party in a particular procurement process, City Officials or employees except the purchasing division, the purchasing designated staff contact. Violation of this provision shall result in disqualification of the party on whose behalf the lobbying occurred.

Black out period means the period between the issue date which allows for immediate submittals to the City of Gainesville Purchasing Department for an invitation for bid or the request for proposal, or qualifications, or information, or the invitation to negotiate, as applicable, and the time the City Officials and Employee awards the contract.

Lobbying means when any natural person for compensation, seeks to influence the governmental decision making, to encourage the passage, defeat, or modification of any proposal, recommendation or decision by City Officials and Employees, except as authorized by procurement document.