

Gainesville.

Citizen centered

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ADDENDUM NO. 7

Date: June 22, 2018

Bid Date: ~~June 26, 2018~~

~~June 29, 2018~~

July 6, 2018

at 3:00 P.M. (Local Time)

Bid Name: ERP Product Solution(s) and
Implementation Services

Bid No.: CMGR-180083-MS

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:

Correction to Question/Answer #28 in Addendum 6:

28. Question: Can you clarify your expectation for the unredacted hardcopies? The ITN reads: "Provide one (1) original and nine (9) unredacted copies of the proposal in a separate envelope, with the confidential and/or exempt information highlighted in yellow." Is this request for 10 hard copies in addition/different to the 10 copies of the proposal response?

Answer: ~~This requirement is only if you have confidential information. Yes, it is in addition to the response.~~

Corrected Answer: If you have confidential information within your proposal, please provide: a) a redacted original (in both hard copy and electronic format) and
b) 9 unredacted hard copies with the yellow highlighting.

This is instead of not in addition to the requirements in Section 6.2 (A).

Revised Schedule:

2.2 Revised Schedule

Distribution of ITN	May 24, 2018
Non-Mandatory Pre-Proposal Discussion	May 31, 2018
Deadline for receipt of questions	June 14, 2018 – 3:00 pm local time
Deadline for receipt of proposals	June 29, 2018 July 6, 2018 3:00 pm local time
Evaluation of Written Proposal/Selection process	*July 23, 2018

Oral presentations/Evaluation, if conducted	*Aug 13-17, 2018
Product Demonstrations by Review Teams/Evaluation	*Sept 4 – Oct 5, 2018
Negotiations Commence	*October 8, 2018
Recommendation to City Commission/Approval	*TBD
Projected award date	*TBD
Projected contract start date	*TBD

Please find attached:

Copy of the black-out period information (Financial Procedures Manual Section 41-423 Prohibition of lobbying in procurement matters) distributed during pre-bid meeting.

ACKNOWLEDGMENT: Each Proposer shall acknowledge receipt of this Addendum No. 7 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. 7 and the Proposal submitted is in accordance with information, instructions, and stipulations set forth herein.

PROPOSER: _____

BY: _____

DATE: _____

CITY OF _____
GAINESVILLE

FINANCIAL SERVICES
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 documents.