

# Addendum to Solicitation



Purchasing Office / City of Mesa · 20 East Main Street, Suite 450 · Mesa, AZ 85201

Issue Date: December ??, 2023

This addendum will modify and/or clarify: Solicitation No.: 2024056

and is Addendum No.: One (1)

Procurement Description: Information Technology Solutions  
Products and Services

## **Proposal Due Date and Time**

The Proposal Due Date is hereby changed from December 19, 2023, to **December 21, 2023**. The Opening Time remains unchanged at 3:00 p.m. (MST).

**Below are questions received from perspective proposers regarding this RFP and the City of Mesa responses.**

~~Question: Will the city please consider an extension till after the holidays?~~

~~Response:~~

Question: Can you share the Pre-Proposal conference attendee list?

**Yes. Please double click on attached Pre-Proposal Conference document below.**

Response:

Questions regarding Attachment B, page 2, "Exceptions and Confidentiality."

- Question:
- Are all exceptions supposed to be put in Attachment B, page 2, "Exceptions and Confidentiality," or only those related to the City of Mesa's documents?
  - If exceptions to OMNIA Partners documents are to be separate, are we to put them in the respective exhibit (i.e., Exhibit A, B) in Tab F?

Response: **City of Mesa: Please place all City of Mesa exceptions in Tab B**  
**OMNIA Partners: Please place all OMNIA Partners exceptions in Tab F**

Question regarding Attachment D, "Special Terms and Conditions for Federal Funds."

- Question:
- The response checklist on page 4 notes the following: Special Terms and Conditions for Federal Funds form completed and included (Attachment D). Under which **tab** should we insert "Special Terms and Conditions for Federal Funds (Attachment D)"?

# Addendum to Solicitation



**Response:** City of Mesa Attachment D (Special Terms and Conditions for Federal Funds) should be placed in Tab B.

Questions regarding RFP, page 8, Section 27, "Criteria for Evaluation and Award."

**Question:** Is there any further breakdown of points available related to the evaluation of Proposer's Experience and Qualifications and Proposed Method and Approach (page 8, Section 27) that Mesa can provide? Is each question weighted the same in terms of points?

- If the evaluation criteria on page 8, Section 27 "Criteria for Evaluation and Award" pertains only to our response to the City of Mesa, can OMNIA provide any insight into how the response in Tab F will be evaluated?

**City' Response:** Each questionnaire's section's questions will be weighted the same. The City intends to utilize an evaluation scale of zero (0) to ten (10).

**Response:** OMNIA's Response: OMNIA Partners is a non-voting/scoring member in the evaluation; however, OMNIA does provide feedback based on the Supplier Response in Section 3.0 in Exhibit A as to how the Supplier responds on a national program level.

**Question:** Will additional consideration be provided for locally owned, Mesa-based, Minority-owned businesses?

**Response:** While the City we want local buss

**Question:** Will the City provide an email or downloadable copy of Attachment D - Special Terms and Conditions for Federal Funds?

**Yes. Please double click on attached document below**

**Response:**

**Question:** Scope of Work, Section 1. states (in part): "...The City welcomes proposals that are responsive to this RFP ("Proposals") respecting innovative or novel approaches to the City's objectives and requirements..." Should such "innovative or novel approach" proposal elements be confined to the response documents (Questionnaire, Pricing Sheet) or will separate exhibits have equal consideration?

**Response:** Please incorporate any innovative and novel approaches into your responses to the City of Mesa's and OMNINA Partners questions.

**Question:** Will the City of Mesa provide historical volumes in units for the items listed on the "National Pricing Tab"? Past fiscal year minimum; three (3) previous fiscal years preferred.

**Response:** No, OMNIA does not collect "unit" data.

**Question:** Will the City of Mesa provide historical volumes in units for the items listed on the "City of Mesa Market Basket Tab"? Past fiscal year minimum; three (3) previous fiscal years preferred.

# Addendum to Solicitation



**Response:** The City does not currently have the ability to .....

Question: Will the City of Mesa provide budgeted and/or anticipated annual volumes in units for the items listed on the "National Pricing Tab"? Next year minimum; Initial Contract term preferred.

**Response:** No, OMNIA does not collect "unit" data. Refer to the Scope of work for annual national volume.

Question: Will the City of Mesa provide budgeted and/or anticipated volumes in units for the items listed on the "City of Mesa Market Basket Tab"? Next year minimum; Initial Contract term preferred.

**Response:**

Question: Will the City of Mesa provide additional configuration details for line items in the "Market Basket Tab" such as processor preferences, RAM, storage, screen, warranty uplifts, software etc.?

**Response:**

Question: Will delivery to desktop be expected on all orders? Can that be an additional charge?

**Response:**

Question: Please provide a definition for Defective Product

**Response:**

Question: Per instructions Tab C is to be submitted in Word and PDF, do you want each Tab to be a Separate File?

**Response:** Proposers may upload a single file or multiple files.

Question: Can we quote direct replacements for the items which are EOL?

**Response:**

Question: In the Pricing Worksheet, you ask for a description of the catalog or index, should this go in Column E along with the Manufacturer Name?

**Response:**

Question: Can we offer a cost-plus pricing format for hardware/software?

**Response:**

5. Question: For the Pricing Worksheet, would a proposers' GSA Catalog be considered a verifiable price list?

**Response:** No

# Addendum to Solicitation



6. Question: For the Pricing Worksheet, would a proposer's Mohave Contract Catalog be considered a verifiable price list?  
Response:
7. Question: For Group 11 Services, should travel be included in the Standard Hourly Rate or can that be billed separately?  
Response:
8. Question: For Group 11 Services, can out years have an escalation rate?  
Response:
9. Question: For Group 11 Services, can an economic price adjustment be considered for out years? Can the Rates for services/resources to be provided have a COLA over the term?  
Response: No
10. Question: Group 7 - Is the City looking for Microsoft Enterprise Agreement level D pricing?  
Response: No
11. Question: ~~What is the spend on the current agreement?~~  
Response:

Revised [Request for Proposal Price Sheet Dated 12/??/2024.](#)

**(Double Click to Open)**

[Federal Terms and Conditions](#)

## Addendum to Solicitation



---

The balance of the specifications and bid/proposal solicitation instructions to remain the same. Bidders/Proposal Offerors are to acknowledge receipt and acceptance of this addendum by indicating receipt on the Required Response Forms attachment of this bid/proposal response. Failure to acknowledge an addendum prior to bid/proposal opening time and date may make the bid/proposal response non-responsive to that portion of the solicitation as materially affected by the respective addendum.