



**ALBUQUERQUE PUBLIC SCHOOLS
PROCUREMENT DEPARTMENT**

September 15, 2016

ADDENDA #1

RFP # 17-025MM-KV

Project: Playground Equipment and Replacement Parts

RFP Submittal Deadline: September 27, 2016 @ 2:00 p.m. local time
Albuquerque Public Schools
Offsite Procurement Office
Attn: Michael Madrid, CPPB - Construction Buyer
Lincoln Complex, Building M, Room M174
912 Oak Street, SE
Albuquerque, NM 87106

Revisions:

- Page count exclusions: In addition to the items excluded on the page count as referenced on page 20 of the RFP, any pages associated with the scope of work pricing as referenced on page 18 are also excluded.

Attachments:

- As a tool to assist offeror(s) with their response to this RFP, a pass/fail check-off form has been developed as an attachment which identifies the documents that should be included in a response.
- A two dimensional drawing of the scope of work schematic.

Clarifications:

- Shipping/Delivery time shall be computed from the receipt of PO to delivery and acceptance of product by APS. Shipping/Delivery time to be based on the typical playground scenario included in the scope of work pricing section.
- Shade Structures and other amenities will be negotiated/priced on a case by case basis.

- Submittals shall consist of one (1) original and six (6) copies, one (1) digital copy which would include the product listing and associated percentage discount(s).
- Proposed training shall be for APS employees. However, it shall be incumbent upon the offeror to ensure that all proposed product is installed by a certified installer that has been approved by APS.
- Regarding the pricing evaluation factor, offeror shall include site plan/design of similar or equal offering to example provided in the specification as referenced on page 19. Offering should include component list pricing per current published price list and include discount corresponding to percent discount offered for that manufacturer in your RFP discount schedule.
 - Pricing evaluations will include a review of the complete product listing and the overall pricing total. Should it be determined that an incomplete product listing was provided, point allocation will be adjusted.

Written Inquiries:

➤ **Question #1:**

- Is APS required to be listed as also insured in Liability Insurance

❖ **Response #1:**

- Yes

➤ **Question #2:**

- Is it possible to get the proposal in a digitally filled form so we can fill out the information on a computer as opposed to a PDF? If not can we use our own form that would let us do that?

❖ **Response #2:**

- You can use your own form in lieu of the PDF however, the format needs to be consistent as referenced in the RFP.

➤ **Question #3:**

- Parts List: our complete Playworld replacement parts list alone is 1500 pages. Can that be put on a thumb drive or do you want it printed? If printed can it be back to back and as an attachment?

❖ **Response #3:**

- Yes, the product price list can and should be provided in digital format, either on a CD, or thumb drive.

➤ **Question #4:**

- We're still unclear on the 30 page count. Do the narratives to answer the local presence, warranties and training programs count as attachments as stated on page 21?

❖ **Response #4:**

- The 30 page count requirement is for only the following evaluation factors:
 - Local Presence
 - Manufacture Warranty
 - Product Delivery
 - Training Program

➤ **Question #5:**

- For the price list of our products, part and the summary for the play structure quote, can we say "see attachment" and then attach those to our bid package?

❖ **Response #5:**

- Yes

➤ **Question #6:**

- Will service on playgrounds require a GF-5 license?

❖ **Response #6:**

- Not for product and parts providers.

NOTE: Your acknowledgement of this Addenda #1 shall be provided with your response.

Thank you for your interest in Albuquerque Public Schools.

ACKNOWLEDGE ADDENDUM WITH RFP:

COMPANY/FIRM NAME

SIGNATURE

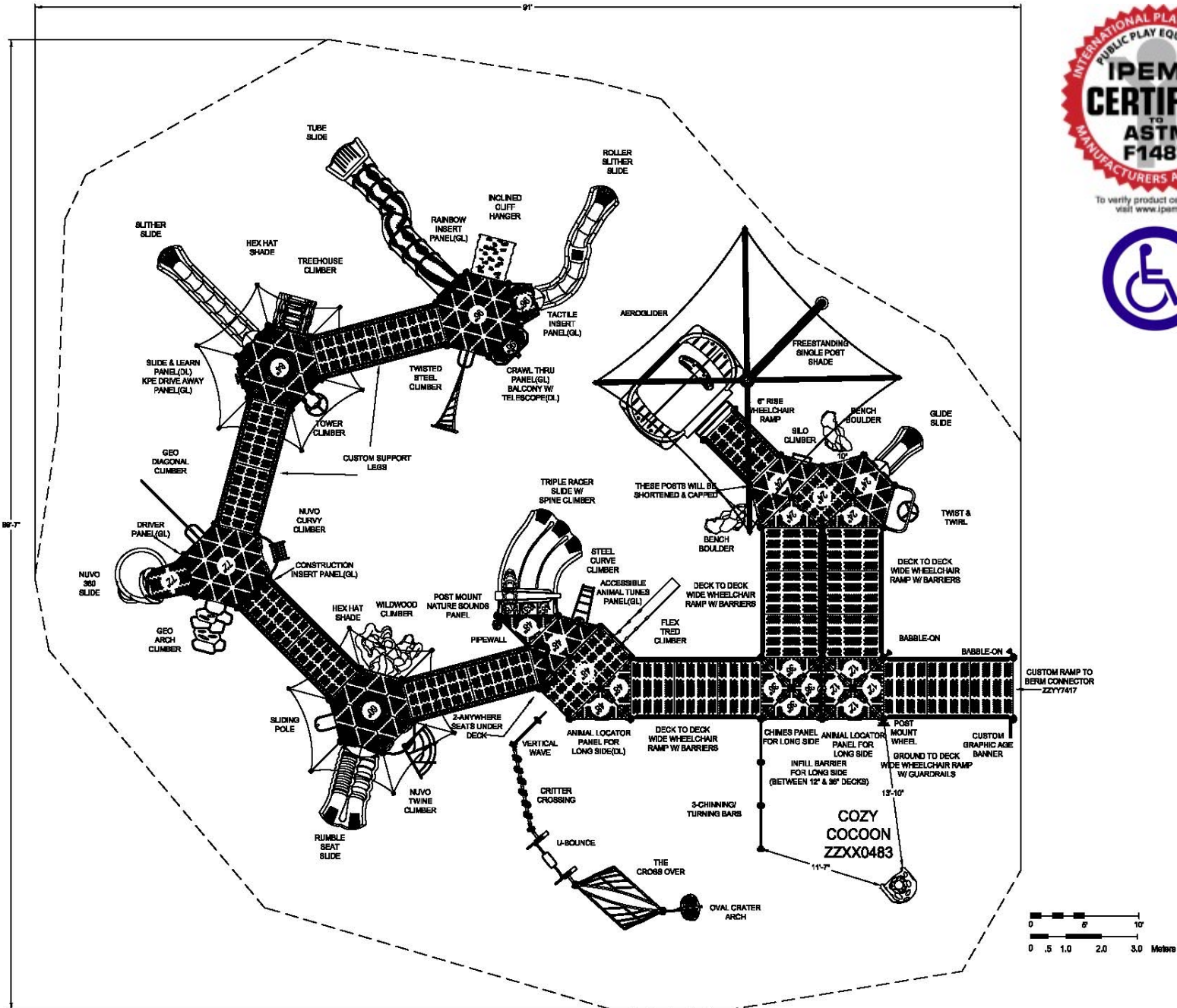
DATE



Playground Equipment and Replacement Parts
RFP No. 17-025MM-KV
PASS/FAIL VERIFICATION

OFFEROR NAME: _____

	Required Information	Yes / No	COMMENTS
1.	Insurance Certificate		
2.	Preference – Veteran/Residential		
3.	Equipment Product Listing % Discount		
4.	Replacement parts % Discount Listing		
5.	Product Warrant		
6.	Evaluation Criteria		
	Local Presence		
	Manufacture Warranty		
	Product Delivery		
	Scope of Work Pricing		
	Training Program for Installers & Maintenance Staff		
7.	Copies – 1 Original, 6 Copies, 1 Electronic Copy		
8.	References		
9.	Licenses/Certifications		
10.	Conflict of Interest		
11.	Statement of Confidentiality		
12.	Offeror's Information Form		
13.	Acknowledge Addenda(s)		
	Miscellaneous		
1.	Page Verification		



To verify product certification, visit www.ipema.org

