

March 9, 2012

ADDENDUM #2

VEHICLE MAINTENANCE & REPAIR – POLICE DEPARTMENT

In accordance with the pre-proposal meeting held March 9, 2012, the following specifications are modified:

Warranty Work – If the contractor encounters any repairs that would be covered under the vehicle manufacturer’s warranty, the contractor shall notify the City’s Contract Manager. The City’s Contract Manager will arrange for warranty repairs to be made at a qualified warranty repair facility.

Acknowledgement of Addendums 1 & 2 – Bidders must acknowledge receipt of Addendums 1 & 2 by submitting the attached revised Bid Proposal Page entitled “Addendum 2”.

All remaining specifications are unchanged. Bids remain due by 3:00 p.m., March 26, 2012.

Questions regarding the nature of the work or the technical specifications should be directed to Deputy Director of Fleet & Facilities, Rodney Russell at 269-329-4441. Questions regarding purchasing procedures, insurance, or the contracting process should be directed to the Purchasing Department at 269-324-9284.

**ADDENDUM #2**

**BID PAGE**

**POLICE VEHICLE MAINTENANCE**

I, the undersigned, certify that I have read and fully understand all of the specifications supplied by the City of Portage in this Request for Bids. ALL EXCEPTIONS TAKEN TO SPECIFICATIONS SUPPLIED BY THE CITY OF PORTAGE ARE ATTACHED AND IDENTIFIED BY NUMERICAL REFERENCE TO THE REQUEST FOR BID SECTION ON A PLAIN SHEET IMMEDIATELY FOLLOWING THE BID PAGE.

I propose to provide vehicle maintenance service as specified in the bid specifications at the hourly rate(s) listed below, except as outlined on the attached sheet entitled "Exception to Specification."

LABOR – Hourly Rate \$ \_\_\_\_\_/hr X 560 hours (estimated hours for 2 yrs)      \$ \_\_\_\_\_

PARTS –Percentage Markup \_\_\_\_\_% X \$37,000 (estimated wholesale price for 2 years)      \$ \_\_\_\_\_

TOTAL      \$ \_\_\_\_\_

*Labor and parts quantities are estimates and for bid comparison purposes only. Actual labor and parts quantities will vary.*

I certify that all information provided in the Project Information Sheet is complete, accurate, and to the best of my knowledge, true. I further certify that I am fully authorized by the Firm identified in Question A above to execute this information sheet on behalf of that Firm.

I hereby state that I have the authority to submit this bid which will become a binding contract if accepted by the City of Portage. I further state that I have not communicated with nor otherwise colluded with any other person or business, nor have I made any agreement with nor offered or accepted anything of value from an Official or employee of the City of Portage that would tend to destroy or hinder free competition.

I hereby acknowledge receipt of Addendums 1 & 2.

I hereby state that I have read, understand, and agree to be bound by all terms of the bid specification except where specifically noted on the attached "Exception to Specification Sheet."

TERMS: \_\_\_\_\_  
(Minimum of 30 days, please specify any discounts given)

FIRM: \_\_\_\_\_

BY: \_\_\_\_\_

Signature

DATE: \_\_\_\_\_

BY: \_\_\_\_\_

Print or Type

POSITION: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

FAX: \_\_\_\_\_