

APRIL 1, 2019
ADDENDUM NO. 4
SPECIFICATION NO. 659428
FOR

RENTAL OF AUTOMOBILES, VANS, SUVs AND BOX TRUCKS

This document contains:

- I. Revisions to the Specification**
- II. Questions submitted for clarification of the Specification**
- III. Addendum No. 4 Receipt Acknowledgement**

For which Bids are scheduled to be received no later than 11:00 a.m., Central Time April 16, 2019 (pursuant to Addendum No. 3 advertised on March 5, 2019), in the Department of Procurement Services, Bid & Bond, Room 103, City Hall.

Required for use by:

CITY OF CHICAGO
Department of Fleet and Facility Management



This Addendum is distributed by:

CITY OF CHICAGO
Department of Procurement Services

Bidder must acknowledge receipt of this Addendum No. 4 on the Bid Execution Page and should complete and return the attached Acknowledgment by email to

Mauricio.Beltran@CityofChicago.org

Attn: Mauricio Beltran , Procurement Specialist
Phone: 312-744-8981

The information contained in this Addendum No. 4 is incorporated by reference into the original Specification issued on October 26, 2018

RAHM I. EMANUEL
MAYOR

SHANNON E. ANDREWS
CHIEF PROCUREMENT OFFICER

APRIL 1, 2019

ADDENDUM NO. 4

FOR

RENTAL OF AUTOMOBILES, VANS, SUVs AND BOX TRUCKS

SPECIFICATION NO. 659428

FOR WHICH BIDS WERE SCHEDULED TO BE OPENED IN THE BID & BOND ROOM 103, CITY HALL, CHICAGO, ILLINOIS 60602, BY 11:00 A.M., CENTRAL TIME ON APRIL 16, 2019.

The following revisions will be incorporated in the above-referenced Specification. All other provisions and requirements are as originally set forth remain in full force and are binding.

BIDDER SHOULD ACKNOWLEDGE RECEIPT OF THIS ADDENDUM # 4 ON THE BID EXECUTION PAGE (ARTICLE 13) AND SUBMIT WITH YOUR BID. FAILURE TO ACKNOWLEDGE ADDENDUM MAY BE GROUNDS FOR BID REJECTION

SECTION I: REVISIONS TO THE SPECIFICATION

Revision 1:

Article 5.2 Basis of Award: Basis of Award has been deleted in its entirety and replaced with the following language.

5.2 Basis of Award

The Chief Procurement Officer intends to award one or more Contracts under this Specification, if determined by the Chief Procurement Officer to be in the best interests of the City, in accordance with the process detailed below.

This Basis of Award provision takes precedence over any inconsistent provision anywhere in the Specification. Any reference to Contract award, lowest responsible bidder, and the like, should be construed in a manner consistent with and within the context of this Basis of Award provision.

Contractor's bid pricing must incorporate any peripheral costs including, but not limited to, the costs of products and/or services, delivery/transportation charges, training, materials, labor, Insurance, applicable taxes, warranty, overhead and profit, etc. that are required by this Contract.

Whether to award any Contracts pursuant to this Specification is within the sole discretion of the Chief Procurement Officer.

Primary and Secondary Award Process

The City may award "Primary" and "Secondary" Contracts to the first and second lowest responsible and responsive bidders, respectively, in the amount of each such bidder's Total Extended Price, including any statutorily mandated adjustments to the Total Extended Price as applicable.

In the event the Chief Procurement Officer awards a Secondary Contract in addition to the Primary, the City will procure Rental of Automobiles, Vans, SUVs and Box Trucks s in the following manner. The City will allocate orders, first, to the Primary Contractor. In the event that the Primary Contractor notifies the City that it will not fulfill, in whole or In part, the order, or if it does not fulfill, in whole or in part, the order, the City shall then issue, subject to the terms of the Contract, an order to the Secondary Contractor for the unfulfilled portion of the order. Each primary and secondary contractor shall have an obligation to fulfill the order that is placed with them.

Failure to Fulfill Order

Contractor's failure to fulfill any order placed with it shall be deemed to be an event of default, and, if requested by the CPO, Contractor shall promptly pay to the City cover damages resulting from such failure. This provision is in addition to and does not limit the City's rights to avail itself of the processes and remedies set forth in Sections 3.5.1 through 3.5.4 of this Agreement.

Revision 2:

Article 5.14 Price Adjustment: Price Adjustment has been deleted in its entirety and replaced with the following language

Article 5.14 Price Adjustment

Prices will be fixed and firm for the initial twenty-four (24) months term of the contract period. After the initial twenty-four (24) month of the contract, the Contractor will be granted a 3% increase on the anniversary of the contract award date each year thereafter.

SECTION II: QUESTIONS SUBMITTED FOR CLARIFICATION OF THE SPECIFICATION

Question (s)

1. Question:

Is there any consideration of lowering the required level of automobile liability (primary and umbrella) from the stated \$1,000,000 to the state's Minimum Financial Responsibility level or having the City of Chicago self-insure? The difference in our costs and ultimately reflected in the pricing could be quite large. It could be as much as a \$10/day difference in rental rates.

Answer:

Insurance Requirements will remain "as is" published on November 26, 2018 in the original Specification.

**CITY OF CHICAGO – DEPARTMENT OF PROCUREMENT SERVICES
SHANNON E. ANDREWS
CHIEF PROCUREMENT OFFICER**

APRIL 1, 2019

ADDENDUM NO. 4

SPECIFICATION NO. 659428

FOR

RENTAL OF AUTOMOBILES, VANS, SUVs AND BOX TRUCKS

Required by:



CITY OF CHICAGO

Department of Fleet and Facility Management

Consisting of Sections I, II, and III including this Acknowledgment.

III. ADDENDUM NO. 4 RECEIPT ACKNOWLEDGMENT

I hereby acknowledge receipt of Addendum No. 4 to the Specification named above and further state that I am authorized to execute this Acknowledgment on behalf of the company listed below.

Signature of Authorized Individual

Title

Name of Authorized Individual (Type or Print)

Company Name

Business Telephone Number

Complete and Return this Acknowledgment by email to:

Mauricio.Beltran@cityofchicago.org

Attention: Mauricio Beltran, Procurement Specialist