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DATE: September 26, 2016  
ADDENDUM NO.: 2  
BID NO.: FWC 16/17-25  
BID TITLE: Boat Motors and Related Components  
UPDATE: Questions and Answers (Item #1)  
REVISION: Revised Bid Language (Item #2)  
Formal Contract (Item #3)  
Calendar of Events (Item #4)

The enclosed addendum has been issued for consideration in the preparation of your response to the Florida Fish and Wildlife Conservation Commission's (FWC) Solicitation No. FWC 16/17-25 "Invitation to Bid (ITB) for Boat Motors and Related Components", issued on August 19, 2016.

**All responses to the subject solicitation must be received no later than 3:30 P.M. (ET) on October 10, 2016.** A response received after the exact time specified will not be considered. Failure to file a protest within the time prescribed in Section 120.57(3), Florida Statutes, or failure to post the bond or other security required by law within the time allowed for filing a bond shall constitute a waiver of proceedings under Chapter 120, Florida Statutes (F.S.). Written notices, formal requests and proceedings must conform with the requirements set forth in Chapter 28-110, Florida Administrative Code (F.A.C.). Protests must be filed with the Purchasing Office, Fish and Wildlife Conservation Commission, Suite 100, 2590 Executive Center Circle, Tallahassee, Florida 32301 within the time prescribed in Section 120.57(3), Florida Statutes and Chapter 28-110, Florida Administrative Code.

Sincerely,

*Bryan Tucker*

Bryan Tucker  
FWC Procurement Manager

## ADDENDUM NO. 2

### Item #1 Questions and Answers:

**QUESTION #1:** I've received a request to bid boat motors. The Ray Electric Outboard is a primary power ELECTRIC motor and you would be able to travel about 8 mph, it is not a trolling motor. If this is surely something that you're looking for, I would be happy to bid it. But if you're looking for gas powered motors, we wouldn't be able to help you. Please let me know before I make the 6 hour trip to Tallahassee for the mandatory pre-bid meeting.

**ANSWER #1:** Our Agency and Division does not currently use these Electric Motors so they will not be included in this solicitation.

**QUESTION #2:** All Pro Watercraft is new to the vender system but being a Tohatsu Outboard Dealer in Panama City Florida, we are interested in providing bids on new Tohatsu Outboards- four stroke, five year warranties, quiet and fuel efficient. We are registered as a Florida vendor and have our codes in place- we received an invitation to bid via email. I downloaded the 38 page packet that gives the responsibilities of the vender. What I cannot find is the actual specifics of what is needed to be bid on- Could you please assist me with the details of the FWC16/17-25?

**ANSWER #2:**

The Commission is asking for the highest percentage discount of MSRP for the **entire product line** of motors for each manufacturer/dealer brand provided on the price sheets for the categories indicated.

**QUESTION #3:** Does this bid include batteries for boats?

**ANSWER #3:** NO.

**QUESTION#4:** Does this bid include other batteries (ie: breakaway batteries on trailers)?

**ANSWER #4:** NO

**QUESTION #5:** Does this bid include shipping and/or installation?

**ANSWER #5:** All percentage discounts of all categories should reflect shipping costs. All installation will be performed by the Commission.

**QUESTION #6:** How do I specify on my quote where we deliver?

**ANSWER #6:** We are requesting the ability for these items to be delivered state wide within the State of Florida. Occasionally there is a need to have engines delivered to Vessel manufacturers in other states.

**QUESTION #7:** I have downloaded and reviewed FWC 16/17-25 Revised version 002 but cannot determine exact specifications and requirements under eligible product category C: Components, Parts, and Accessories.

**ANSWER #7:**

Percentage discount range off of MSRP should include one percentage discount range for every possible item as describe in Category C. The Commission is asking for the highest percentage discount range of MSRP for CATEGORY C Components, Parts, and Accessories. Example: 5%-20% on Category C for Tohatsu.

**QUESTION #8: For Engine and Parts pricing can we submit GSA spreadsheet -- I having some issues trying to dump information into your spread sheet?**

**ANSWER #8:**

Bidders must submit their percentage off MSRP on the price sheets provided by the Commission and located at:

<https://explorer.myflorida.com/>

To access documents at this website, use the following Username and Password:

Username: FWC\_Bid\_Info

Password: FWCbids1!

Access the folder(s) with this bid number and title to download the associated files.

**QUESTION #9: Bryan, as per my verbal question in the teleconference this afternoon, will the state be accepting bids from any vendor that did not attend the mandatory pre-bid conference on September 9th, 2016? A verbal answer was not clearly provided.**

**ANSWER #9:**

As stated during the opening portion of the PreBid Conference, The Commission has the ability to deferred any and all verbal questions. Yes, per Addendum No.1 the Commission will accept responses from any vendor who attended the PreBid Conference on the 9<sup>th</sup> or the 14<sup>th</sup>.

**QUESTION #10: Mr. Tucker,**

During the course of yesterdays teleconference there was a question wrt required attendance to the 9 SEP 2016 Mandatory Pre-Bid Conference. In the 16/17-25 RFQ there is reference to:

**MANDATORY PRE-BID CONFERENCE**

A mandatory pre-bid conference will be held at The Berkeley Building (address provided below), at the date and time specified in the Calendar of Events (Page 2). The purpose of the pre-bid conference Meeting is to discuss the contents of this ITB and to accept verbal questions from Bidders concerning the project. Bidders must attend this pre-bid conference in order to be deemed responsive. **Failure to attend the entire conference, from the time it is called to order to the time it is adjourned, shall disqualify a potential bidder.)**

Yesterday you answered a question and advised that previous attendance at the 9 SEP Pre-Bid Conference is no longer a requirement. What is the reason this "mandatory" requirement has been dropped? There is considerable travel cost and loss of time incurred by those of us who took the RFQ requirements to hart and attended as required. Those callers that phoned in yesterday by your advisement are now qualified to bid even though they are in violation of the requirement stated in 16/17-25 "... Bidders must attend this pre-bid conference in order to be deemed responsive. Failure to attend the entire conference, from the time it is called to order to the time it is adjourned, shall disqualify a potential bidder.)" There is now an obvious advantage in overall cost to bid for those who were permitted

to call in yesterday and qualify verses those who traveled and physically attended as we were originally required. How do you plan to equal the playing field between physical attendees verse callers who are now also “qualified”?

**ANSWER #10:** The Commission has the ability to hold additional pre bid conference if it feels that it will increase competition. No one vendor has any advantage over any other.

**QUESTION #11:** Are there any other stated requirements in RFQ 16/17-25 that have also been diluted?

**ANSWER #11:** No, no changes has been made to the solicitation outside of this addendum.

**QUESTION #12:** On page 24, it states that “The Contractor shall clearly list ..... the percentage discount, current MSRP pricing, and the amount to be charged to the Commission after the percentage discount has been deducted from the current MSRP”, but there are no columns in the provided spreadsheet to show the MSRP, or the discounted prices for the original term, or for each of the renewal terms. It also states that the contractor shall not alter the price sheets in any other way than to add additional lines. Will the Commission be modifying the spreadsheet to include these columns, or should each of the vendors add columns for these items on their own?

**ANSWER #12:**

This would only be required for Proposal, Quotes and Invoices after award as proof of the applied percentage discount off MSRP. We are not asking for the dollar amount for any parts or engines be submitted with any bid. We are only asking for percentage discount off MSRP.

**QUESTION #13:** If the MSRP is changed by the manufacturer during the term of this contract, will the discount then be applied to the new MSRP and the selling price be adjusted, or will the discounted selling price remain the same?

**ANSWER #13:**

Any new products/models shall be reviewed and approved and percentage discount off MSRP negotiated by the contract manager and purchasing office before they are added to the bid price sheet and made part of the ITB after award.

**Item #2 Language Revision:**

**The following language is hereby removed from the solicitation requirements:**

Boat Motors below 25 Horsepower (“HP”) shall be provided with a standard aluminum propeller and a portable fuel tank. For Boat Motors 25 HP and above, the propeller will be ordered separately as well as controls for non-tiller steer Boat Motors. Boat Motors shall be supplied with the appropriate connectors for existing controls or those to be ordered must be verified with the contract manager(s) prior to shipment. Stainless steel propellers may be substituted for the aluminum propellers at a Price equal to the difference in List Prices minus the Discount.

**The following language is hereby added to the solicitation requirements:**

All propellers will be ordered separately as well as controls for non-tiller steer Boat Motors, if not included by manufacturer.

**Item #3 Formal Contract:**

The award of this solicitation will result in a formal contract with Purchase Orders to be issued. Also, see attachment #1 formal contract term and conditions on the vendor bid system advertisement.

**Item #4 Calendar of Events Revision:**

The below calendar of events have been revised and highlighted:

SCHEDULE	DUE DATE	METHOD
Bid Advertised	August 19, 2016	Posted on the Vendor Bid System: <a href="http://vbs.dms.state.fl.us/vbs/main_menu">http://vbs.dms.state.fl.us/vbs/main_menu</a>
MANDATORY Pre-Bid Conference	September 9, 2016 @ 10:00 a.m.	See Pre-Bid Conference Clause
Deadline for Questions	Must be received PRIOR to: September 16, 2016 @ 5:00 p.m.	See Deadline for Questions Clause
Anticipated date for Responses to Written Questions	September 23, 2016	Posted on the Vendor Bid System: <a href="http://vbs.dms.state.fl.us/vbs/main_menu">http://vbs.dms.state.fl.us/vbs/main_menu</a>
<b>SEALED BIDS DUE</b>  (REMEMBER: Bid Number should be clearly marked on envelope)	Must be received PRIOR to: October 10, 2016 @ 3:30 p.m.	<b>Submit BEFORE the due date and time to the following address:</b>
Public Bid Opening	October 10, 2016, 2016 @ 3:30 p.m.	Florida Fish & Wildlife Conservation Commission  Attn: Purchasing  2590 Executive Center Circle East, Suite 100  Tallahassee, Florida 32301
Anticipated Date of Intended Award	October 13, 2016	Posted on the Vendor Bid System: <a href="http://vbs.dms.state.fl.us/vbs/main_menu">http://vbs.dms.state.fl.us/vbs/main_menu</a>

**END OF ADDENDUM NO. 2**