Purchasing Office
P.O. Box 40197 • Lafayette, LA 70504-0197
Office: (337) 482-5396
Fax: (337) 482-5059

August 23, 2021

ADDENDUM NO. 3

PROPOSAL FOR PROVIDING BUSES ON A LEASE ONLY BASIS (RENEWABLE CONTACT) FOR THE TRANSPORTATION SERVICES DEPARTMENT OF THE UNIVERSITY OF LOUISIANA AT LAFAYETTE LOCATED AT THE UNIVERSITY OF LOUISIANA AT LAFAYETTE, LAFAYETTE, LOUISIANA.

Due Thursday, August 26, 2021 2:00PM Solicitation No. 22013

The following clauses/alterations shall be made part of the original specifications as though issued at the same time and shall be incorporated integrally therewith.

Item No. 1 – Bid Form, Revised

The incorrect version of the revised bid sheet was posted at 2PM on Monday, August 23, 2021. Please submit bids on the attached bid forms.

For questions related to bidding these projects, please contact the UL Lafayette Purchasing Department at bids@louisiana.edu or 337.482.2955. Business hours are: Mon-Thu 7:30am – 5:00pm CST (lunch 11:45-12:30); Fri 7:30am -12:30pm.

ACKNOWLEDGEMENT: If you have already submitted your bid, and this Addendum creates a need to revise your bid, you must indicate any change(s) below, identify your business name and sign where shown. Revisions shall be submitted/delivered PRIOR to bid due date and time, by email. Bid revisions received after bid due date and time cannot be considered, whereupon the bidder must either honor or withdraw its original bid. If you have already submitted your bid and this addendum does not cause you to revise your bid, acknowledge receipt of this addendum by signing below and returning it to the Purchasing Department prior to bid due date.

Marie C. Frank, MPA, CPPB
Assistant Vice President for Administration & Finance
University of Louisiana at Lafayette
Department of Purchasing

Firm Name: _____ Signature: _____

BID FORM

I/WE PROPOSE TO FURNISH ALL LABOR, MATERIALS, EQUIPMENT, TRANSPORTATION, SUPERVISION, ETC. NECESSARY TO PROVIDE OPERATING LEASES FOR UP TO TWELVE (12) BUSES A COMBINATION OF TRANSIT BUS AND MOTOR COACH BUSES ON A LEASE ONLY BASIS FOR THE TRANSPORTATION SERVICES DEPARTMENT AT THE UNIVERSITY OF LOUISIANA AT LAFAYETTE, LAFAYETTE, LOUISIANA, UPON AWARD THROUGH JUNE 30, 2022, WITH THE OPTION TO RENEW FOR UP TO FOUR (4) ADDITIONAL 12-MONTH PERIODS, IN STRICT ACCORDANCE WITH THE CONDITIONS AND SPECIFICATIONS FOR THE FOLLOWING UNIT PRICES...

ITEM NO.	BUS DESCRIPTION	EST. QUANTITY	MAKE/MODEL/YEAR	OPTION A PER UNIT MONTHLY (LEASE ONLY)	OPTION B PER UNIT MONTHLY (MAINTENANCE ONLY)
TYPE A-1	TRANSIT BUS, STANDARD	2		$	$
TYPE A-2	TRANSIT BUS, ADA	1		$	$
TYPE B-1	MOTOR COACH BUS, STANDARD	3		$	$
TYPE B-2	MOTOR COACH BUS, ADA	2		$	$
			MONTHLY TOTAL	$	$
			ANNUAL GRAND TOTAL (MONTHLY TOTAL X 12 MONTHS)	$	$
			DISCOUNT IF AWARDED AS TOTAL PACKAGE		
			DELIVERY WILL BE WITHIN ___ DAYS ARO		
SINGLE ANNUAL PAYMENT OPTION			MAKE/MODEL/YEAR	ANNUAL PAYMENT LEASE ONLY	ANNUAL PAYMENT MAINTENANCE ONLY
TYPE A-1	TRANSIT BUS, STANDARD	2		$	$
TYPE A-2	TRANSIT BUS, ADA	1		$	$
TYPE B-1	MOTOR COACH BUS, STANDARD	3		$	$
TYPE B-2	MOTOR COACH BUS, ADA	2		$	$
			ANNUAL GRAND TOTAL	$	$

____% Discount if awarded as a total package to one vendor. Delivery will be within _____ days after receipt of order.

BID SUBMISSION DEADLINE:
Bid submissions for this solicitation are due on Thursday, August 26, 2021 at 2:00PM CST – must be received electronically at ULLafayetteBids@louisiana.edu. There are no exceptions to this deadline.

BID OPENING:
The public bid opening will take place on Friday, August 27, 2021 at 10:00AM CST on Zoom, which is available for viewing by registering at: https://ullafayette.zoom.us/meeting/register/tJMpd-ysqzorHNU9f4Lfh4-oHR12DMsWoj9I.

ZOOM MEETING ID: **974 0545 1161** **PASSWORD:** **134 501**

Opening of the bid packages begins at five (5) minutes past the hour to allow all who wish to attend to log in properly.

For further information about the bid or to view job/delivery site, prospective bidder is to email the Buyer of record, *roxanne.formeller@louisiana.edu*.

****FREIGHT: Freight charges must be included in unit price. All bid prices are to remain firm through June 30, 2022.**

NET 30 payment terms. Grand total listed is to be inclusive of all fees necessary to complete assigned deliverables. Orders which deviate exceedingly from these specifications shall be quoted separately.

Prices must be agreed upon by both parties and added to the PO as a change order. Prices shall remain firm until June 30, 2022.

PAYMENT OF TAXES

The University of Louisiana at Lafayette is exempt from all Louisiana state and local sales and use taxes and will not pay taxes delineated on invoices for this or any other project.

Bidder's comments: _____
_____
_____

ADDENDA ACKNOWLEDGEMENT(S)

BIDDER ACKNOWLEDGES RECEIPT OF THE FOLLOWING ADDENDA (if applicable):

ADDENDUM NO. _____ DATED: _____

ADDENDUM NO. _____ DATED: _____

ADDENDUM NO. _____ DATED: _____

FIRM NAME _____

SIGNED BY (signature)_____

SIGNED BY (printed) _____

CERTIFICATION STATEMENT

The undersigned hereby acknowledges she/he has read and understands all requirements and specifications of the Invitation to Bid (ITB), including any attachments.

OFFICIAL CONTACT. The University requests that the Bidder designate one person to receive all documents and the method in which the documents are best delivered. Identify the Contact name and fill in the information below: (Print Clearly)

Date _____ Official Contact Name: _____

A. E-mail Address: _____

B. Telephone Number with area code: ( ) _____

C. Facsimile Number with area code: ( ) _____

Bidder certifies that the above information is true and grants permission to the University to contact the above named person or otherwise verify the information provided. By its submission of this Proposal and authorized signature below, Bidder certifies that:

1. The information contained in its response to this ITB is accurate;
2. Bidder complies with each of the mandatory requirements listed in the ITB and will meet or exceed the requirements specified therein;
3. Bidder agrees to provide all tasks, services, and deliverables listed in Scope of Services for the total cost stated on Bid Form;
4. Bidder accepts the procedures, evaluation criteria, mandatory contract terms, and all other administrative requirements set forth in this ITB.
5. Bidder confirms that its bid will be considered valid until award is made.
6. In making this bid, each Bidder represents that: They have read and understand the bid documents and the bid is made in accordance herewith, and the bid is based upon the specifications described in the bid documents without exception.
7. Bidder certifies, by signing and submitting a proposal for $25,000 or more, that their company, any subcontractors, or principals are not suspended or debarred by the General Services Administration (GSA) in accordance with the requirements in OMB Circular A-133. (A list of parties who have been suspended or debarred can be viewed via the internet at www.epls.gov .)

Professional Title: _____

Official Company Name: _____

Federal Identification Number: _____

Street Address: _____

City: _____ State: _____ Zip: _____

SIGNATURE of Bidder's Authorized Representative: _____

(Signature MUST be HAND SIGNED and should be in Blue ink)

Date: _____