ADDENDUM NO. 2

Date: August 7, 2023

Bid Due Date: August 21, 2023, 3:00 P.M. (Local Time)

Bid Name: Maintenance Management System for Transit (Rebid)

Bid Number: RTSX-230065-DS

NOTE: This Addendum has been issued to the holders of record of the specifications.

The original Specifications remain in full force and effect except as revised by the following changes which shall take precedence over anything to the contrary:

1.   Question submittal deadline has passed; no additional questions will be answered.

2.   Question & Answer:

Question1:   Would the city still use FleetWatch for Preventative Maintenance activities, or is it expected that the new Maintenance Management System would take over the management of the PM activities?

Answer1:   FleetWatch is used to gather mileage data, fluid usage, and fuel usage. PM activities are monitored and coordinated with our current legacy system Fleetnet. The new Maintenance Management System is expected to manage PM data and activities per the specifications.

Question2:   Why did the city have to go to a rebid? Was there a previous accepted bid for the project that was cancelled? If so, why was it cancelled?

Answer2:   The awarded proposal was based upon an incorrect assumption by the bidder that was not known until the contract stage; the City had no choice but to rescind the award and rebid.

Question3:   Does your current asset management system produce reports to comply with the NTD and FTA reporting requirements? Would you be open to sharing the reports for the purpose of this RFP?

Answer3:   Fleetnet provides the data that is used to complete reports for NTD and FTA, but not an inclusive report. The reports that are required are stated in the specifications.

Question4:   Regarding the full integration with Fleetwatch. Do you need any information to go from the Maintenance Management System to Fleetwatch? If so, can you provide and example of what type of information would need to flow from the Maintenance Management System to Fleetwatch? Or is it acceptable for the integration include only the import of fuel, consumables (diesel, gasoline, oil, and fluids), mileage, and related data into the MMS?

Answer4:   Regarding the integration with Fleetwatch, data is only being imported to the MMS not imported to Fleetwatch.

Question5:   What system is currently used to process Purchase Orders and Invoices? Is the new Asset Management System expected to process the financial transactions regarding Purchase Orders and Invoices?

Answer5:   The new Maintenance Management System will not be involved in financial transactions; those are handled by the City's Workday ERP system.

Question6:   What is the total square footage of area that will need to be managed using Facilio? How much of this is built area and how much are grounds/outdoor areas?

Answer6:   The facility square footage and grounds area has no bearing on the MMS, and is non-applicable.

Question7:   What are the total number of buildings that will be managed using Facilio?

Answer7:   The requirement for buildings is listed under facilities inventory.

Question8:   What are the total number of users who will access the platform? Facilio has the following user types:

- Admin users: ones who have access to configuration options, adding/deleting users, and more admin functionality
- Maintenance users: in-house maintenance staff employed by the City who will be planning and executing work orders
- Vendor users: third party vendors who the City uses for maintenance services who need access to the CMMS
- Reqeuster users: number of people who need to submit work requests through the CMMS

Any info on number of each type of user will be very useful for pricing.

Answer8:   Six (6); 45; none; estimating around eight (8).

Question9:   Is there a requirement for the CMMS to track the movement of fleet assets?

Answer9:   No, we currently use Clever Devices for telematics.

Questio10:   What data needs to be shared between Facilio and Fleetwatch as part of the integration?

Answer10:   All data from Fleetwatch needs to be transferred, i.e. mileage, fuel usage, fluid usage, employee, etc.

Question11:   What is the use-case and data scope for integration between Facilio and Clever Devices?

Answer11:   We are using Clever Devices to complete pre-trip inspections and the driver generated write-ups need to be imported into the new MMS as a service request.

Question 12:   For tracking fleet asset miles travelled, is the data going to be manually entered into the CMMS during work orders/inspections or will it be obtained automatically via intgeration with Clever Devices or Fleetwatch?

Answer12:   Mileage data is obtained through fleetwatch and is part of the Fleetwatch intergration.

Questiom13:   How critical is the bar coding requirement for inventory?
Answer12:   **Bar coding for inventory is a requirement.**

3.   Find attached:

- Prohibition of Lobbying in Procurement Matters

ACKNOWLEDGMENT: Each Proposer shall acknowledge receipt of this Addendum No. 2 by his or her signature below, **and shall attach a copy of this Addendum to its proposal.**

CERTIFICATION BY PROPOSER

The undersigned acknowledges receipt of this Addendum No. 2 and the Proposal submitted is in accordance with information, instructions, and stipulations set forth herein.

PROPOSER: _____

BY: _____

DATE: _____

CITY OF FINANCIAL SERVICES
GAINESVILLE PROCEDURES MANUAL

41-524   <u>**Prohibition of Lobbying in Procurement Matters**</u>

Except as expressly set forth in Resolution 170116, Section 9, during the Cone of Silence as defined herein no person may lobby, on behalf of a competing party in a particular procurement process, City Officials or employees, except the Procurement Division or the procurement designated staff contact person. Violation of this provision shall result in disqualification of the party on whose behalf the lobbying occurred.

Cone of Silence period means the period between the issue date which allows for immediate submittals to the City of Gainesville Procurement Division in response to an invitation to bid, or a request for proposal, or qualifications, or information, or an invitation to negotiate, as applicable, and the time that City Officials or the Procurement Division, or City Department awards the contract.

Lobbying means when a person seeks to influence or attempt to influence City Officials or employees with respect to a decision of the City, except as authorized by procurement procedures.