



Purchasing Division

ADDENDUM NO. 1

DATE: May 16, 2023
FROM: City of Grand Junction Purchasing Division
TO: All Offerors
RE: E-bike Partner for E-bike to Work Ownership Program RFP-5252-23-KH

Offerors responding to the above referenced solicitation are hereby instructed that the requirements have been clarified, modified, superseded and supplemented as to this date as hereinafter described.

Please make note of the following clarifications:

1. Section 4.4 RFP Tentative Time Schedule shall be revised as follows:

4.4. RFP Tentative Time Schedule:

- Request for Proposal available: April 26, 2023
- Pre-Proposal Meeting: May 8, 2023
- Inquiry deadline, no questions after this date: May 15, 2023
- Addendum Posted: May 16, 2023
- Submittal deadline for proposals: May 24, 2023
- Owner evaluation of proposals: May 24 – May 31, 2023
- **Interviews (if required)**: **June 6-7, 2023**
- Final selection: June 9, 2023
- Contract execution: June 16, 2023
- Services begins: Upon Receipt of Notice to Proceed
- Completion date: 1 year from date specified on Notice to Proceed

2. **Q:** Do you plan to give all the bikes to the participants at once, or can this be a staggered or staged process? 40 bikes is a lot, and I would recommend staging the deliveries to the participants to improve the experience for the participants and streamline the process for the vendor.

We normally budget at least an hour with folks that purchase e-bikes from our store during our “handover” process. This is critical due to the highly technical nature of modern day e-bikes. Doing 40 of these on an individual basis is probably not feasible, but if we could break it down into groups of 5 or 10 participants at a time, we could do this much more efficiently, without

sacrificing the individual attention that each participant needs. I would recommend that this handover is done BEFORE the participant takes the bike home and begins to use it, thus my suggestion on staging the deliveries.

A: Yes, all bikes should be given out when folks attend the training. The plan is to host at least two group trainings about the safety and utilization of ebikes. We recognize that 40 ebikes would be too much for almost any vendor to hold in inventory, therefore the City has dedicated warehouse space to hold the bikes until distribution events. If you have suggestions for better/more detailed group training offerings, please include them in your proposal and explain why.

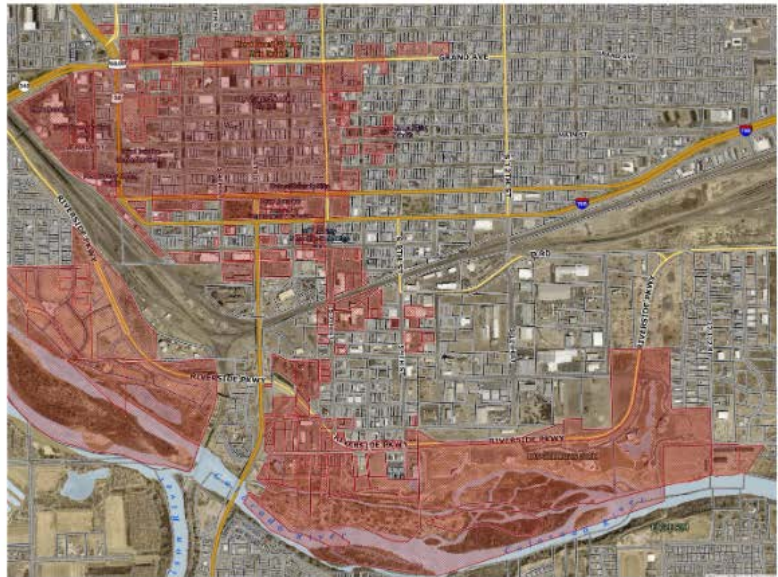
3. **Q:** Regarding the insurance requirements listed: Professional Liability and Errors and Omissions policy. We are supplying a product, not a service, and as I understand it this policy is for consulting, contracting, etc. It is not common for bike shops to have this policy. Will a bidder be disqualified if it does not have this policy?

A: Section 3.0 Insurance Requirements shall be revised. Please refer to Page three of this addendum.

4. As requested at the pre-proposal meeting, the below map shows the districts referenced in section 4.2.1.



Horizon Drive BID zone



DDA zone

The original solicitation for the project noted above is amended as noted.

All other conditions of subject remain the same.

Respectfully,

Handwritten signature of Kassy Hackett in black ink.

Kassy Hackett, Buyer
City of Grand Junction, Colorado

SECTION 3.0: INSURANCE REQUIREMENTS

3.1 Insurance Requirements: The selected Firm agrees to procure and maintain, at its own cost, policy(s) of insurance sufficient to insure against all liability, claims, demands, and other obligations assumed by the Firm pursuant to the Contract. Such insurance shall be in addition to any other insurance requirements imposed by this Contract or by law. The Firm shall not be relieved of any liability, claims, demands, or other obligations assumed pursuant to the Contract by reason of its failure to procure or maintain insurance in sufficient amounts, durations, or types. Firm shall procure and maintain and, if applicable, shall cause any Sub-Contractor of the Firm to procure and maintain insurance coverage listed below. Such coverage shall be procured and maintained with forms and insurers acceptable to Owner. All coverage shall be continuously maintained to cover all liability, claims, demands, and other obligations assumed by the Firm pursuant to the Contract. In the case of any claims-made policy, the necessary retroactive dates and extended reporting periods shall be procured to maintain such continuous coverage. Minimum coverage limits shall be as indicated below unless specified otherwise in the Special Conditions:

(a) Worker Compensation: Firm shall comply with all State of Colorado Regulations concerning Workers' Compensation insurance coverage.

(b) General Liability insurance with minimum combined single limits of:

FIVE HUNDRED THOUSAND (\$500,000) each occurrence and
FIVE HUNDRED THOUSAND (\$500,000) per job aggregate.

The policy shall be applicable to all premises, products and completed operations. The policy shall include coverage for bodily injury, broad form property damage (including completed operations), personal injury (including coverage for contractual and employee acts), blanket contractual, products, and completed operations. The policy shall contain a severability of interests provision.

(c) Comprehensive Automobile Liability insurance with minimum combined single limits for bodily injury and property damage of not less than:

FIVE HUNDRED THOUSAND (\$500,000) each occurrence and
FIVE HUNDRED THOUSAND (\$500,000) aggregate

3.2 Additional Insured Endorsement: The policies required by paragraphs (b), and (c) above shall be endorsed to include the Grand Junction, its Elected and Appointed Officials, Employees and Volunteers are included as Additional Insured. Every required policy above shall be primary insurance, and any insurance carried by the Owner, its officers, or its employees, or carried by or provided through any insurance pool of the Owner, shall be excess and not contributory insurance to that provided by Firm. The Firm shall be solely responsible for any deductible losses under any policy required above.