



## **ADDENDUM I**

**SUBJECT:** Formal Invitation for Bids (“IFB”) Annual Contract for Citywide Fitness Equipment Maintenance and Repairs (IFB: 6100017539), Scheduled to Open: January 22, 2024; Date of Issue: January 5, 2024

**FROM:** Veronica Velez, Procurement Manager

**DATE:** January 17, 2024

**THIS NOTICE SHALL SERVE AS ADDENDUM NO. 1 - TO THE ABOVE REFERENCED INVITATION FOR BID.**

### **THE ABOVE-MENTIONED INVITATION FOR BID IS HEREBY AMENDED AS FOLLOWS:**

**1. ADDED: Section 004 – Specifications / Scope of Services; General Requirements 4.1.9**

Contractor shall park only in designated parking spaces when performing services at any location. The Contractor shall park vehicle and equipment legally and pay all associated costs for parking if applicable. The City will not be responsible for any violations, fines, or tickets incurred by the Contractor.

### **QUESTIONS SUBMITTED IN ACCORDANCE WITH PRE-SUBMITTAL CONFERENCE AND RESTRICTIONS ON COMMUNICATION:**

On January 9, 2024, the City of San Antonio hosted a Pre-Submittal Conference to provide information and clarification for the Invitation for Bid (IFB) for Formal Annual Contract for Citywide Fitness Equipment Maintenance and Repairs. Below is a list of questions that were asked at the pre-submittal conference; in accordance with Section 003 – INSTRUCTIONS FOR BIDDERS, Restrictions on Communication. The City’s official response to questions asked is as follows:

Question 1: Is parking available at each location?

Response: SAN ANTONIO POLICE DEPARTMENT (SAPD) FACILITIES -Free parking but vendor must preschedule each site visit.

DEPARTMENT OF HUMAN SERVICES (DHS) FACILITIES -Free accessible parking at each center

DEPARTMENT OF PARKS AND RECREATION FACILITIES -Free accessible parking at each center

CITY OF SAN ANTONIO CITY TOWER FACILITY - Paid parking available nearby

*Veronica Velez*

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Veronica Velez

Interim Procurement Manager

Finance Department – Procurement Division

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