



## **ADDENDUM I**

**SUBJECT:** Formal Invitation for Bid Annual Contract for Tires and Tire Services, (6100017782), Scheduled to Close: Friday, April 19, 2024; Date of Issue: Wednesday, April 3, 2024

**FROM:** Jennifer Johnson  
Procurement Administrator

**DATE:** April 16, 2024

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

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

- 1. SUBMISSION DEADLINE IS HEREBY EXTENDED TO WEDNESDAY MAY 1, 2024; 2:00 PM CT**
- 2. Add: Pre-Submittal Conference IFB Presentation, this document will be posted as a separate file.**
- 3. Add: Pre-Submittal Conference Sign-In Sheet, this document will be posted as a separate file.**
- 4. Modify: Section 004 Specifications/Scope of Services, # 4 Location has been revised to read as follows:**

Location: Vendors parts and services facilities shall be located within a 50-mile radius of San Antonio City Hall for bid items requiring drop-off/pick-up onsite services due to response time requirements. Bids for Road Service are required to meet this requirement.

- 5. Add: Section 004 Specifications/Scope of Services has been revised to read as follows:**

**19. SITE ADDITIONS/DELETIONS**

- a. During the contract period, the City may add or delete sites to the contract. Additions and deletions shall be made by written change order to the contract.
- b. If a site is deleted from the contract, the Respondent shall cease services for the site as of the effective date of the change order and shall not invoice for the specific site.

- 6. ADD: Exhibit I Shop Site List.**

**QUESTIONS SUBMITTED IN ACCORDANCE WITH SECTION 003, PRE-SUBMITTAL  
CONFERENCE:**

On Tuesday, April 9, 2024, the City of San Antonio hosted a Pre-Submittal Conference to provide information and clarification for the Annual Contract for Tires and Tire Services. Below is a list of questions that were asked at the pre-submittal conference. The City's official response to questions asked is as follows:

Question 1: Regarding the Price Schedule, may we provide a different brand name and do we have to have it approved before submitting the bid?

Response: Tire brand submitted must meet or exceed the specifications of the tires listed in Section 004-Specifications/Scope of Services and the price schedule.

Question 2: Can you provide a list of the City's shops?

Response: Please see Exhibit I Shop Site List. Posted as a separate document.

Question 3: Will there be multiple vendors awarded per category?

Response: No, there is one vendor awarded per category.

*Jennifer Johnson*

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Procurement Administrator

Finance Department - Procurement Division