



ADDENDUM I

SUBJECT: Request for Competitive Sealed Proposals, Annual Contract for Grants Management Database, (RFCSP 24-119; RFX 6100018088), Scheduled to Open: Thursday, May 15, 2025; Date of Issue: Tuesday, April 15, 2025

FROM: Denise Gómez-Esquivel, C.P.M., CPPB
Procurement Administrator

DATE: April 23, 2025

THIS NOTICE SHALL SERVE AS ADDENDUM NO. I - TO THE ABOVE REFERENCED REQUEST FOR COMPETITIVE SEALED PROPOSALS

THE ABOVE MENTIONED REQUEST FOR COMPETITIVE SEALED PROPOSALS IS HEREBY AMENDED AS FOLLOWS:

1. Section 003 – Instructions for Respondents, Part A, Restrictions on Communications, last paragraph for the referenced solicitation is revised as follows:

Upon completion of the evaluation process, Respondents shall receive a notification letter indicating the recommended firm and anticipated City Council agenda date or City Manager Contract Approval Review meeting.

2. Section 003 – Instructions for Respondents, Part B, Evaluation Criteria, first paragraph for the referenced solicitation is revised as follows:

Evaluation Criteria

The City will conduct a comprehensive, fair and impartial evaluation of all submissions received in response to this RFCSP. The City may appoint a selection committee to perform the evaluation. Each submission will be analyzed to determine overall responsiveness and qualifications under this RFCSP. Criteria to be evaluated will include the items listed below. The selection committee may select respondents who are judged to be reasonably qualified for interviews, depending on whether further information is needed. Interviews are not an opportunity to change a submission. If the City elects to conduct interviews, respondents may be interviewed and re-scored based upon the same criteria. City may also request information from respondents at any time prior to final approval of a selected respondent or seek best and final offers from respondents deemed reasonably qualified for award. Final approval of a selected respondent is subject to the action of the San Antonio City Council or City Manager or designee, as applicable.

3. Section 005 – Supplemental Terms & Conditions for the referenced solicitation is revised as follows:

Original Contract Term:

This contract shall begin upon the effective date of the ordinance awarding the contract, on the City Manager or designee approved contract effective date as applicable, or September 1, 2025, whichever is later. The contract shall remain in full force and effect for a one-year period after implementation / setup and the City's acceptance of the system. City's acceptance of the system will begin the initial license period.

Renewals:

At City's option, this Contract may be renewed under the same terms and conditions for four (4) additional one-year period(s). Renewals shall be in writing and signed by Director, without further action by the San Antonio City Council or City Manager or designee as applicable, subject to and contingent upon appropriation of funding therefor.

Temporary Short-Term Extensions.

City shall have the right to extend this contract under the same terms and conditions beyond the original term or any renewal thereof, on a month-to-month basis, not to exceed three (3) months. Said month to month extensions shall be in writing, signed by Director, and shall not require City Council or City Manager or designee approval, subject to and contingent upon appropriation of funding therefor.

4. Section 006 – General Terms and Conditions for the referenced solicitation is revised as follows:

Change Orders. In order to comply with Texas law governing purchases made by municipalities, the following rules shall govern all change orders made under this contract.

Any change orders that become necessary during the term of this contract as a result of changes in plans, specifications, quantity of work to be performed, materials, equipment or supplies to be must be in writing and conform to the requirements of City Ordinance 2011-12-08-1014, as hereafter amended.

Any other change will require approval of the City Council or City Manager or designee, as applicable.

Changes that do not involve an increase in contract price may, however, be made by the Director.

No oral statement of any person shall modify or otherwise change, or affect the terms, conditions or specifications stated herein.

Termination.

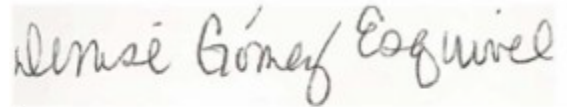
Termination-Breach. Should Vendor fail to fulfill in a timely and proper manner, as determined solely by the Director, its material obligations under this contract, or violate any of the material terms of this contract, the City shall have the right to immediately terminate the contract in whole or in part. Notice of termination shall be provided in writing to Vendor, effective upon the date set forth in the notice. City may, in City's sole discretion, provide an opportunity for Vendor to cure the default. If City elects to offer an opportunity to cure, City shall provide notice to Vendor specifying the matters in default

and the cure period. If Vendor fails to cure the default within the cure period, City shall have the right, without further notice, to terminate the contract in whole or in part. Such termination shall not relieve Vendor of any liability to the City for damages sustained by virtue of any breach by Vendor.

Termination-Notice. City may terminate this contract, in whole or in part, without cause. City shall be required to give Vendor notice ten days prior to the date of termination of the contract without cause.

Termination-Funding. City retains the right to terminate this contract at the expiration of each of City's budget periods. This contract is conditioned on a best effort attempt by City to obtain and appropriate funds for payment of any debt due by City herein.

Termination by City may be affected by Director, without further action by the San Antonio City Council or City Manager or designee, as applicable.



Denise Gómez-Esquivel, C.P.M, CPPB
Procurement Administrator
Finance Department – Procurement Division

Acknowledged and Agreed:

Company Name _____

Address _____

City/State/Zip Code _____

Signature: _____

Date: _____