

ADDENDUM #1

Respondent/Company Name: _____ Bid Total: _____

UNIT PRICE BID FORM

No.	Item No.	Description	Quantity	Unit Price	Total
1	WHE-IB8EEEE	Duo Front Blue White Lightbar. Includes: (4) IBDLE; ITL3; (4) IWDLB; (2) IWDLA; IA3; WeCan 18Input GenIII; IWPPHOTO.	3		
2	WHE-295SDA1	Remote Dual Tone Siren Amplifier with Control Head	3		
3	WHE-SA315P	Speaker 100 Watt	3		
4	WHE-SAK39	SA315 Speaker Mount Kid 13-15 Int. Sedan	3		
5	STR-75812	Stinger DS KED 12V DC Installed 11/Picked Up 5	3		
6	SET-10S-UNV-U	Universal Sedan Partition 2011-2017 Customer Supplied 1	3		
7	SET-LEXT-Intersedan	Full Lower Exterior Panel Sedan Interceptor	3		
8	SET-WB-P-Interceptor	Window Barrier Poly Sedan Interceptor	3		
9	HAV-UT-201	Universal Tablet Mount	3		
10	HAV-C-HDM-303	Heavy Duty Fixed Top 6" Offset	3		
11	HAV-C-MD-202	Tilt Swivel 1.82" High w/ Short Handle, enables 180 degree rotation for laptops	3		
12	HAV-C-HDM-204	Pole Only, Telescoping device mount base, Heavy Duty Mount, W-SHORTHDNLE	3		
13	HAV-C-VS-1008-INSE-P	13-17 Ford sedan console printer integrated 18"SPAC	3		
14	HAV-C-ARM-103	Armrest Hinged Pad Adjustable Height	3		
15	HAV-C-CUP2-I	Internal Dual Cup Holder 4" included with Console	3		
16	HAV-C-LP-3	2 Plate w/ Three 12VDC Lighter Outlets	3		
17	N/a	Labor to install above equipment and customer provided radio/camera/radar	3		
Total Bid Price Per Unit					
Total Bid					

Signature of Preparer

Date

Name and Title of Preparer

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III. PROPOSAL REQUIREMENTS

Interested Respondents shall submit Proposals that clearly demonstrate their ability to provide the Services. The Proposal should be a complete and detailed approach to providing all Services. Only one Proposal should be submitted. The entire Proposal may not exceed five (5) pages. The Proposal should be submitted on 8.5 x 11 paper. Proposal must be typewritten or computer-generated. The font type size may not be smaller than eleven (11) point and margins cannot be less than one inch (1”).

- A. COVER LETTER.** Briefly introduce the Respondent, explain the Respondent’s interest in providing the Services, and articulate why the Respondent is qualified to provide the Services. Include the name, address, email address and phone number of the person who will serve as the Respondent’s principle contact with Town staff.

- B. METHOD & SCHEDULE PROPOSAL.** Describe the Respondent’s approach to the Services, including: Respondent’s approach or method to completing deliverables; equipment; and priority and scheduling (include date of delivery). Provide information on the Respondent’s current workload and ability to deliver the desired Services. Using the attached form, provide dates for the completion of all Services, including delivery, for each vehicle listed.

- C. QUALIFICATIONS & EXPERIENCE.** Information on recent, relevant or similar services and copies of membership in any professional organizations. Respondent should demonstrate relevant experience in providing services similar to the Services.

- D. PAST PERFORMANCE.** Provide two (2) client references within the past two (2) years, including contact name, firm or agency, phone number, email and brief summary of services provided. The Town is especially interested in references that can attest to the Respondent’s ability and performance in similar work with similar organizations and a similar scope of services.

- E. EXCLUSIONS & ADDITIONAL SERVICES.** The Respondent must include any proposed exclusions to the Services or draft contract, providing specific details and the reasoning behind the exclusion, and any proposed Additional Services.

- F. ADDITIONAL INFORMATION.** The Respondent may list any additional information or data not requested as part of this RFP that Respondent believes should be considered in the evaluation of the Proposal provided the entire Proposal is no more than the identified page limit.

- G. FEE PROPOSAL.** Using the attached form, a fee proposal consisting of:
 - a.** A Unit Price shall be provided for each line item listed. A total should be calculated by multiplying the Total Quantity by the Unit Price. Unit prices shall include all costs of performing the Services not listed separately in accordance with the agreement, including without limitation the cost of labor, materials, fees, insurance costs, bond costs, supplies, utilities, royalties, tools, equipment, tax, insurance, licenses, permits, profit, additional pick-up and delivery costs, warranty, intellectual property, manuals, and all other overhead. No separate charges shall be imposed on or payable by the

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Town except as expressly agreed.

b. The proposed rate for any Additional Services that may be proposed.

c. An image (or screenshot) of the proposed lightbar as designed using the Whelen Lightbar Wizard software (WeCad Designer) must be attached to the fee proposal. Software is available for download here: http://www.whelen.com/eng_apps/index.php.

Rates should include all costs of performing the Services (including without limitation, mileage, equipment, supplies, permits, licenses, overhead, profit, etc.). Although the Town does not anticipate compensating Respondent for any additional items or expenses, any such additional amounts to be charged to the Town should be identified in the fee proposal.