

**REQUEST FOR PROPOSALS
ADDENDUM # 2
RFP #20-001**

March 3, 2020
Town of Smithfield
310 Institute St
Smithfield, VA 23430

<https://www.smithfieldva.gov/>

Vehicle Maintenance Services

Sealed Proposals, subject to the conditions and instructions contained herein, will be received at the above office until the time and date shown below (local prevailing time), for furnishing the items or services described in the proposal.

Scope of Work: To provide Vehicle Maintenance Services for a three (3) year term.

Proposal Due: **March 20th, 2020 at 5:00 PM**

Contract Officer:



Michael Coburn, Purchasing Agent, mcoburn@isleofwightus.net

****AN ELECTRONIC RESPONSE IS REQUIRED****

The Purchasing Agent, Michael Coburn, is the sole contact official for the Town of Smithfield with respect to this RFP. All questions and/or comments should be directed to him at this email address: mcoburn@isleofwightus.net. The respondents to this RFP shall not contact, either directly or indirectly, any other employee or agent of the Town regarding this RFP. Any such unauthorized contact may disqualify the bidder from the procurement.

Company Name: _____

Address: _____

City / State / Zip: _____

Telephone: _____

FAX No.: _____

E-mail: _____

Print Name: _____

Title: _____

Signature: _____

Date: _____

The following questions and answers are made part of this Request for Proposals and are published herein to improve understanding of the scope of the services to be provided.

Question: We would like to get clarification on a question around pricing. Are you asking for the cost of repair of the engine, transmission and rear end for each individual vehicle?

Answer: The intent in the RFP is to obtain 'general pricing' for the respective services. We can't be too specific since we can't anticipate what may need maintenance during the contract period, but we should know expected pricing for various routine work. That statement should be enough. It is not a bid and price is only one criteria to be used to make determination of best fit for the town. The addendum gave more detail, but we are not so much looking for a 'hard price' as a general price for each of the types of vehicles for various services.