



**CHARLOTTE**

**Finance - Procurement Management**

<b>Addendum # 1</b>	<b>Cisco Products and Services RFP # 269-2018-058</b>
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To: All Prospective Companies

Date: September 11, 2018

**Subject: Addendum # 1 – RFP # 269-2018-058 - Cisco Products and Services**

Please note the specification changes/modifications below for the RFP.

Item #	Page #	Section #	Specification	Modifications and Questions
1	Cover Letter	3 <sup>rd</sup> paragraph	Proposal Due Date	<b>Modification:</b> <b>The Sentence has been modified as follows:</b> All Proposals are due to the Finance – Procurement Management Division 9 <sup>th</sup> Floor, CMGC, 600 East Fourth Street, Charlotte, North Carolina 28202, no later than <b>October 1, 2018 at 2:00 p.m.</b>
2	10-11	2.1 & 2.5	Schedule and Process/Submission of Proposals	<b>Modification:</b> <b>The Schedule has been modified as follows:</b> <i>Proposal Submission.</i> Proposals are due by <b>October 1, 2018 on or before <u>but no later than 2:00 p.m.</u></b>
3	14-15	3.3	Certification and Qualifications	<b>Service Provider Question:</b> Are Companies required to be authorized in all areas listed on page 15 in order to respond to this RFP? <b>Answer:</b> Companies are to be authorized to sell in as many areas as possible, but they do not have to be authorized in all areas.
4	15	3.3	Certifications and Qualifications	<b>Service Provider Question:</b> Are the requirements for a Company to be a Cisco Gold level partner and employ a minimum of 2 CCIE engineers nonnegotiable? Will a Company's proposal be considered if the Company does not meet these requirements? <b>Answer:</b> The City's preference is to be a Cisco Gold certified partner, but all proposals will be considered for this RFP.

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5	15	3.7	Environmental Purchasing Requirements	<p><b>Service Provider Question:</b> Should the certifications granted to the VAR (Valued Added Reseller) be presented, or only those granted to the Manufacturer?</p> <p><b>Answer:</b> Companies (VARs) should present their certifications in response to this Section.</p>
6	19	5.3	Cost Effectiveness and Value	<p><b>Service Provider Question:</b> What are some examples of indirect costs that may be considered in the evaluation of the responses to this RFP?</p> <p><b>Answer:</b> Examples of indirect costs that may be considered are any administrative costs, legal expenses, advertising and marketing.</p>
7	25-26	Section 6	Form 4 – Pricing Worksheet	<p><b>Service Provider Question:</b> Is the Company able to provide a percentage discount off Cisco's list price in addition to and/or as an alternative to a percentage off its published list price?</p> <p><b>Answer:</b> Companies can provide both pricing scenarios on the Form 4. Companies are encouraged to use Section 6, Form 4 as a guide, but are permitted to indicate additional pricing as needed.</p>
8	31-33	Section 6	Form 8 – Additional Company Response and Form 9 – Environmental Purchasing Responses	<p><b>Service Provider Question:</b> Whose perspective should the required forms be completed from – the Company/VAR providing the response, or Cisco?</p> <p><b>Answer:</b> Companies should complete the required forms as it pertains to the Company itself and their perspectives.</p>
9	72	Exhibit D	Federal Contracting Requirements	<p><b>Service Provider Question:</b> Can the City provide the rate table for the liquidated damages set forth in the RFP?</p> <p><b>Answer:</b> Liquidated Damages shall be removed from the RFP as well as the City's Contract.</p>
10			General Question	<p><b>Service Provider Question:</b> Does the City intend to award the Services to multiple Companies?</p> <p><b>Answer:</b> Yes, this will be a multi – company award.</p>
11			General Question	<p><b>Service Provider Question:</b> Who was awarded the previous contract(s)?</p> <p><b>Answer:</b> The previous contracts were awarded to DISYS,</p>

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				CDW and NWN.
12			General Question	<p><b>Service Provider Question:</b> Does the Company have to be on the CCPA to respond?</p> <p><b>Answer:</b> No, this solicitation is open to all potential Companies.</p>

In order to constitute a complete proposal response you must acknowledge receipt of this addendum with the Addenda Receipt Confirmation Form in Section 6 of the RFP in your Proposal. **Any Company not acknowledging receipt of an issued addendum may not be considered.**

In the event additional changes or clarifications to this RFP are warranted, all Companies are responsible for monitoring the City's [Contract Opportunity](#) site or [www.ips.state.nc.us](http://www.ips.state.nc.us) or for additional addenda.

We appreciate your interest in doing business with the City and look forward to receiving a Proposal from your company.

Sincerely,

Tracey Keyes  
Procurement Officer

cc: RFP Team  
RFP File