



☒ AMENDMENT OF SOLICITATION
☐ MODIFICATION OF CONTRACT

City of New Braunfels
Purchasing
550 Landa Street
New Braunfels, Texas 78130

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1. Solicitation No. RFP 23-024		2. Contract No.		3a. Amendment No. 1 3b. Modification No.		4. Effective Date of this Action 8-May-23	
5. Name and Address of Offeror or Contractor				6. For Information Call: Greg Gutierrez Buyer Phone No.: 830-221-4398 Email: ggutierrez@newbraunfels.gov		7. Amount of Contract/Order is: Increased by: Decreased by: \$ _____ New Total: <input checked="" type="checkbox"/> Unchanged	
8. THIS BLOCK APPLIES TO AMENDMENTS OF SOLICITATIONS ONLY: The above numbered solicitation is amended as set forth in Block 10 below. <input type="checkbox"/> The date and time specified for receipt of offers IS NOT extended. <input checked="" type="checkbox"/> THE DATE AND TIME SPECIFIED FOR RECEIPT OF OFFERS IS CHANGED TO: 18-May-23 Offerors must acknowledge receipt of this amendment prior to the date and time specified in the solicitation or as amended, by one of the following methods: (i) By completing Blocks 5 and 11 and returning this Amendment in the number of copies specified for the solicitation; (ii) By acknowledging receipt of this Amendment on each copy of the bid submitted; or, (iii) By separate letter, telegram, or fax referencing the solicitation and amendment. If by virtue of this Amendment offeror desires to change an offer already submitted, such change may be made by letter or email, provided each such notice makes reference to the solicitation AND this Amendment and is received prior to the date and time specified. NOTICE: NON-RECEIPT OF YOUR OFFER AND THIS AMENDMENT AT THE DESIGNATED PLACE WITHIN THE DATE AND TIME SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER.							
9. THIS BLOCK APPLIES TO MODIFICATIONS TO CONTRACTS, DELIVERY OR PURCHASE ORDERS ONLY. The above numbered Contract, Delivery, or Purchase order is modified as set forth in block 10 below. <input type="checkbox"/> This Change Order is issued in accordance with authority granted by instrument referenced in block 2. <input type="checkbox"/> The instrument in Block 2 is modified to reflect administrative changes. <input type="checkbox"/> This Supplemental Agreement is entered into pursuant to the Authority of: General Provision #2 Changes. <input type="checkbox"/> Other (Specify type of modification and authority): _____ <input type="checkbox"/> CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT. <input type="checkbox"/> Contractor is not required to sign this document but is requested to acknowledge receipt.							
10. DESCRIPTION OF CHANGES: a. Due Date is extended to May 18, 2023 b. Updated Cost Proposal Form							
Except as provided herein, all terms and conditions of the document referenced above remain unchanged and in full force and effect.							
11a. SIGNATURE OF OFFEROR OR CONTRACTOR				CITY OF NEW BRAUNFELS, TEXAS			
11b. PRINTED NAME AND TITLE		11c. DATE		SIGNED Greg Gutierrez Buyer Date May 8 2023			

Addendum 2

Update COST PROPOSAL FORM

The City of New Braunfels is looking for discount of retail price for vehicle and equipment graphics. Pricing will include of all labor, materials, and equipment for the performance of specified services.

- Attach current retail price list.
- Provide any exception or pricing not included for service request.

Costing:

Discount off Retail

Percent mark-up

_____ %

Below are sample requests that will be used sample comparison scoring.

Scenario:

Using the included pictures and specifications provide a sample invoice representing the costing detail. Detail should include setup/design creation, site visits or mobilization, materials, installation, vehicle preparation, and warranty.

* For this sample scenario include a one-hour site visit/mobilization, design creation and art work setup.

- Patrol Vehicle - Signage will consist of POLICE, City of New Braunfels, Emergency 911, Unit # and Shield/Patch for both side of the vehicle (QTY 2). Rear signage to include POLICE, Shield/Patch, Roof # and black reflective strip (QTY 1).



- K9 Vehicle - Signage will consist of POLICE City of New Braunfels, Emergency 911, Unit # and Shield/Patch, K9 Unit, Caution Police Dog Stay Back (window), and name for K-9 for both side of the vehicle (QTY 2). Rear signage to include POLICE, K-9 Unit, Shield/Patch, Roof # and black reflective strip (QTY 1).



- Traffic/Stealth Vehicle - Signage will consist of POLICE, City of New Braunfels for both sides(QTY 2).



- Solid Waste/Recycling Vehicle – Signage dimensions - 116”x54”
 - Solid Waste and Recycling vehicle graphics will include photos and graphics produced by the City of various landmarks/scenery etc., that are iconic of the area. Signage will also include the City of New Braunfels logo and “Solid Waste and Recycling Division” and the City website www.newbraunfels.gov
 - Solid Waste and Recycling vehicle graphic will include alternative designs produced by the City with information about hiring or other messaging.

