



El Paso County  
Contracts and Procurement Division  
15 East Vermijo Avenue  
Colorado Springs, Colorado 80903  
Request For Proposal-RFP#22-055  
Addendum #1 – May 2, 2022

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**THIS ADDENDUM SHALL BECOME A PART OF THE SOLICITATION  
AND MUST BE ACKNOWLEDGED**

**Request For Proposal RFP# 22-055- Non-Fuel Oils and Lubricates- dated April 20, 2022**

**CLARIFICATIONS:**

El Paso County will only accept electronic bid proposals submitted through the Rocky Mountain E-Purchasing system. A Submittal Log will be posted after the County has had an opportunity to review and verify the submittals offered to the County.

The original Offer must be received before the due date and time through electronic package through the Rocky Mountain E-Purchasing system. The Vendor is responsible for ensuring their proposal is posted by the due date and time outlined in the solicitation document.

If the submittal arrives late, it will not be included in the electronic lockbox.

**ADMINISTRATION:**

- The question period has expired
- Responses should follow the Response Format on pages 19-20 and include all responses to all mandatory requirements.
- We will be verifying submittals include the following:
  - Submittal properly acknowledged (Cover Sheet)
  - Addendum acknowledged
  - Vendor Information Form
  - Proprietary/Confidential Statement
  - Sub-Contractor List, if applicable
  - Exhibit 1- Exception Form
  - Exhibit 2- Debarment Certification
  - Exhibit 3- Lobbying Certification
  - Exhibit 4- Non-Collusion Affidavit
  - Exhibit 5- Minimum Insurance Requirements
  - Evaluation Criteria Documentation
  - Submission Form
  - Completed W9

If a submittal is missing any of the above-mentioned documentation the submittal may be returned to the vendor as non-responsive and be deemed ineligible to participate.

**RESPONSE TO QUESTIONS:**

- 1. Q: Will the 10-day backorder standard enforced when market/world issues effect the supply?  
A: We understand that currently there are many issues with supply in most every category. We are willing to be flexible on the 10-day requirement as long as the vendor is able to provide a viable explanation along with the steps, they have taken to attempt delivery of the requested product.
  
- 2. Q: The county is limiting responses to 75 pages, with all the documentation including product data sheets for each product we will exceed the limit. Can the Product data sheets be submitted separately or is there an extension to the 75-page limit?  
A: The product data sheets are not included in the 75-page limit.
  
- 3. Q: Testing data on over-the-counter items like; Heat, DOT brake fluid, power steering fluid, Window wash among others may not be available to us. Are these Exempt from the requirements?  
A: As long as a justification as to why the data cannot be obtained or is not available.
  
- 4. Q: Will you consider an alternative to the 0W40 Synthetic? our Lubricant manufacturer can confirm that its 10w30 or 5w40 will perform in the Dodge Ram Cummins diesel engine. Our Manufacturer also warranties its product to work.  
A: Yes, as long as the vendor is able to provide proof, data or technical bulletin, stating the alternative oils will not void any warranty.
  
- 5. Q: Our system scanner produces a black and white PDF for conservation of space and smaller email packages. Is it ok to submit black and white scanned sheets in this submittal if the signature will also be in black ink?  
A: Yes.

Signature below indicates that applicant has read all the information provided above and agrees to comply in full. This addendum is considered as a section of the Request For Proposal and therefore, this signed document shall become consideration and fully submitted with the original package.

PRINT OR TYPE YOUR INFORMATION

Company Name: _____	Fax: _____
Address: _____ _____	City/State/Zip: _____
Contact Person: _____	Title: _____
Email: _____	Phone: _____
Authorized Representative's Signature: _____	Date: _____
Printed Name: _____	Title: _____
Email: _____	Phone: _____
_____	