



**Pre-bid Conference Notes for
IFB 23M-0111 Two-way Radios**

December 13, 2023, 10:00 a.m. local Arizona time
Meeting held using Teams Meeting

Michael R. Nentwig, CPPB called the meeting to order at 10:00 a.m.

Michael R. Nentwig, CPPB, introduced himself as the author of IFB 23M-0111 and facilitated the meeting. The meeting notes will be posted on Mohave's website within 24 hours after the meeting. The questions asked today will determine if an amendment will be issued for clarifications, corrections and/or additions. The final decision to issue an amendment rest with Mohave. If an amendment is issued, it will be emailed to the address provided in your OpenGov Procurement registration and posted under in "Addenda & Notices" for reference. **Note: An amendment will not be issued.**

There were 4 interested parties who attended.

Reminders:

- Mohave is requesting that all participants mute phones, while on the call.
- Any interested parties are welcome to the IFB's opening. Contact the author of the solicitation to request opening information. In addition, the solicitation's sign-in and opening documents will be posted on our website within 24 hours of the due date.
- January 4, 2024 is the last day for questions. Written emails are preferred.
- **Statements made during this pre-bid conference are not amendments to the solicitation.**
- **Bid Bond/Alternative Bid Security Delivery: Mohave's office is only open Thursday of each week. The bid bond/alternative bid security SHALL be sent to Mohave's office by United States Postal Service Regular Mail or Physically Delivered Only. Requests for delivery receipt signature, delivery by other carriers (e.g., UPS, FedEx), and/or return receipt are strongly not recommended as Mohave staff may not be available at the time of delivery, AND BID BOND/ALTERNATIVE BID SECURITY WILL NOT BE DELIVERED. If you wish to physically deliver your bid bond/alternative bid security, contact Mohave to make arrangements ahead of time.** Be sure to mail, or deliver, the bid bond or alternative bid security before the due date and time of DUE DATE at 3:00 p.m. local Arizona time. To confirm receipt of bid bond/alternative bid security, email (author) to request confirmation.

Michael R. Nentwig, CPPB, provided an overview of the procedure for the conference and solicitation reminders.

- **Roll Call**
- The Special and General Terms and Conditions in this solicitation include statutes and requirements identified by and found within current applicable Presidential Executive Order(s); the Code of Federal Regulations; decisions and requirements from the Offices of the Arizona Attorney General and Auditor General; the Arizona Administrative Code (School District Procurement Rules); the Arizona State Procurement Code; Uniform Commercial Code, risk management, and Mohave procedures. These statutes, requirements, rules, codes, and practices are what is required to ensure awarded contracts are compliant for our members use.

When considering taking any exceptions/deviations to the solicitation's terms and conditions, your firm must take into account that any exceptions or deviation will be evaluated for compliance to the statutes or requirements. Mohave cannot accept exceptions/deviations to statutes, requirements, rules, or codes, where it has been adopted into practice or law by the state or federal government. *Unacceptable exceptions/deviations shall remove your bid from consideration for award. Mohave shall be the sole judge on the acceptance of exceptions/deviations and Mohave's decision shall be final.* This solicitation is an Invitation for Bid and cannot be revised after opening Bids should be complete and meet all specifications and requirements of this solicitation.

- To be considered, bids shall be submitted via OpenGov Procurement prior to the specified due date and time as stated on Page 1 of the IFB. The link to OpenGov Procurement is provided on Page 1 to upload your documents. Mohave strongly cautions all vendors do not wait until right before the due date to upload the solicitation response documents. There is a chat function provided by OpenGov Procurement to help with any upload issues. However, in accordance with the procurement rules, solicitation documents will not be accepted after the IFB's due date and time. In addition, OpenGov Procurement's e-procurement website will not allow uploading of solicitation documents after the due date and time.
- A bid bond of \$100,000 is required. Bid bond must be signed by your firm's representative and endorsed by a surety company that meets the requirements in the bid.
- A minimum single job (set at \$250,000), and current aggregate bonding capacity is required. Proof of your firm's single and current aggregate bonding capacity must be provided that meets the requirements in the bid.
- The contract vendor under an awarded contract remits the 1% administration fees to Mohave. Bidders/Offerors shall include the administration fee in all offered prices in the Price Schedule(s) and shall not add the administration fee separately (or as part of a reduction off the offered discount) into the prices.
- Plan rooms are not authorized by Mohave to post our solicitations. Please note that plan rooms and other notification firms receive solicitation information from requests for public information made to Mohave. These firms do not have timely information and should not be relied upon for solicitation information or updates. Mohave is not responsible for misinformation or incorrect solicitation information provided by Plan Rooms.
- If your firm has received notification of this solicitation by means other than the original solicitation email notification from OpenGov, your firm will need to register as a potential bidder with OpenGov at <https://secure.procurenow.com/portal/mesc>. By clicking "Subscriber" your firm, will receive all future solicitation notices issued by Mohave.
- By clicking "Following" on the solicitation's OpenGov solicitation page, your firm will receive any amendments notices and responses to questions that may be issued before the due date and time of the solicitation's opening.

Questions and Answers from the pre-bid:

- **Question:** Why are bid bonds required?
- **Mohave Answer:** Bid bonds are used for bid security to show your firm can provide the products or services requested. This is a requirement on the state and school procurement rules.
- **Question:** Are there a required number of bid before award?
- **Mohave Answer:** No, there is no minimum required number of bids.
- **Question:** Motorola offers program that incorporates radios, access control and video surveillance. How can we offer this total solution under the Two-way Radio solicitation?
- **Mohave Answer:** Access control and video surveillance is provided under a different Mohave contract. These items were not included in the scope of work for this solicitation.

There were no other questions, and the meeting was concluded at 10:11 a.m.

Attachment: Attendee List

12/13/23: MN

Attendee List

Michael Nentwig, MESC
Austin Derby, Air Comm
Brian Brady, JVCKenwood
Robert Weller, Horizon Technologies
Steve Leach, Bassett Communications

