



December 13, 2023

AFFILIATED AGENCIES

*Orange County
Transit District*

*Local Transportation
Authority*

*Service Authority for
Freeway Emergencies*

*Consolidated Transportation
Service Agency*

*Congestion Management
Agency*

*Service Authority for
Abandoned Vehicles*

NOTICE TO BIDDERS

**SUBJECT: Invitation for Bids (IFB) 3-3065
“Microsoft Surfaces and Accessories”**

This letter shall serve as **Addendum No. 1** to the subject IFB issued by the Orange County Transportation Authority (OCTA). Bidders are reminded that the bid submittal date is at or before **11:00 a.m., December 26, 2023**.

Bidders are advised of the following:

1. The following question was submitted by the deadline:

Question 1:

For line 3, Microsoft only released 2 color variant options (Platinum and Matte Black). For line 4, Microsoft only released Platinum variant option for Surface Laptop Studio 2.

Looks like the request asks for Graphite color for both line 3 and 4. Can you please specify for line 3 if you would like Platinum or Matte Black.

For line 4, Platinum is the only color available. Please confirm. Thank you.

Response 1:

For line 3, Platinum or Matte Black is acceptable.
For line 4, Platinum is acceptable.

2. The Price Summary Sheet has been revised and the changes are highlighted in Exhibit B, Revised Price Summary Sheet, attached to this Addendum No. 1.

Bidder must acknowledge receipt of this Addendum No. 1 on Bid Form. Questions should be directed to the undersigned at raninzo@octa.net.

Sincerely,

Rhea Aninzo

Associate Contract Administrator
Contracts Administration and Materials Management

REVISED PRICE SUMMARY SHEET

Enter below the proposed prices for the items listed below. Prices shall include shipping, direct costs, indirect costs, and profits. The Authority's intention is to award a blanket purchase order with firm-fixed unit price on an as-needed basis. ***It is emphasized that the items and quantities shown are for price evaluation only and do not imply any guaranteed minimum or maximum usage on the part of the Authority.*** Bidder shall bid on all items or shall be deemed non-responsive.

Effective through December 31, 2025 for a two (2)-year term on an as-needed basis.

Item	Description	Estimated Annual Usage	Unit Cost	Extended Cost
1	Surface Pro 9 (latest version) - 16GB RAM, 256GB SSD, Intel Core i7, WiFi, Graphite	100	\$ _____	\$ _____
2	Surface Pro Signature Keyboard with Microsoft Surface Slim Pen 2 - (Black)	100	\$ _____	\$ _____
3	Surface Laptop 5 (latest version) - 15in screen, 16GB RAM, 512GB SSD, Intel Core i7, WiFi, Graphite, Platinum, or Matte Black	15	\$ _____	\$ _____
4	Surface Laptop Studio (latest version) - 16GB RAM, 512GB SSD, Intel Core i7, WiFi, Graphite or Platinum	5	\$ _____	\$ _____
	Taxes (7.75%)			\$ _____
	Lump Sum Total			\$ _____

Company Name _____