



City of Fairbanks *City Mayor's Office-Risk/Purchasing*

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AUCTIONEER SERVICES

RFP 24-01

ADDENDUM NO. 1v2

February 14, 2024

Request for Proposal No.: RFP 24-01
Original Opening Date and Time: 2:00 PM, February 16, 2024

The following changes, clarifications, and or additions are hereby made to the Auctioneer Services, RFP 24-01.

Changes to the specifications:

- Delay the Bid Due Date to Wednesday, February 21, 2024 @ 2:00 PM

The City of Fairbanks (City) is also responding to questions regarding RFP #24-01 Auctioneer Services as follows:

- 1. Does the city anticipate change in the volume or types of items to be auctioned in the near future? If so how might these changes impact the scope of services required from the auctioneer?**

The City does not foresee any changes in volume at our local auctions.

- 2. Are there any specific technology platforms or digital tools the City prefers for auction management, inventory tracking, or online bidding processes?**

No

3. How important is community engagement in the City’s objectives for these auctions, and are there specific outreach goals or strategies the City hopes to achieve through this contract?

Community engagement and involvement is integral to the City of Fairbanks and we actively strive to engage citizens and create a positive impact. With that being said the goal is to maximize the returns of the auction by increasing attendance and participation from the surrounding community using radio and newspaper ads, social media, auction company website and distribution of auction information to auction company customer base.

4. Could you elaborate on the key performance indicators (KPI’s) and evaluation metrics that the City of Fairbanks will use to assess the success of the auctioneer services?

The evaluation committee evaluates each bid on their qualifications and experience, procedures and methods and the commission fee. Each criterion is weighted and averaged out between each evaluator and then combined, with the highest scored bidder being offered the contract.

5. Could you confirm the deadline for the proposal submission and any format or submission guidelines we should follow?

The deadline for submission has been extended to Wednesday, February 21, 2024 at 2:00 PM to account for the delay in this amendment to give adequate time for each bidder to submit.

6. Will the agency consider self-service online auctions in lieu of in person auctions?

No, at this time the city will continue to do onsite auctions with the for the vendor to include online bids managed by auctioneer.

This amendment must be acknowledged by manually signing this amendment sheet and submitting it with the sealed bid documents.

All other terms, conditions, and specifications of the original Request for Proposal remain unchanged.

CITY OF FAIRBANKS

ACKNOWLEDGEMENT

Christina Rowlett
Risk Manager/Purchasing Agent

Signature and Date

