



**COBB COUNTY  
PURCHASING DEPARTMENT**

122 Waddell Street NE  
Marietta, Georgia 30060  
phone: 770-528-8400 • fax: 770-528-8428

**ADDENDUM NO. 1**

**Sealed Proposal # 23-6738  
Request for Proposals  
Golf and Related Utility and Transportation Vehicles,  
and Related Equipment, Parts, and Services  
Cobb County Purchasing Department**

**Date: May 1, 2023**

Page 1 of 5

The following addendum hereby amends and/or modifies the Proposal Documents and specifications as originally issued for this project. All proposers are subject to the provisions of this Addendum.

**This Addendum consists of:**

- **Minutes, Questions and Clarifications from Pre-Proposal Meeting on April 24, 2023**
- **Sign-In Sheet(s) from Pre-Proposal Meeting**
- **Questions Submitted in Writing**
- **Attachment – 23-6738 Full Word Document**

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**Receipt of addendum MUST be acknowledged in the submitted proposal. It is the Proposer’s ultimate responsibility to ensure that they have all applicable addenda prior to proposal submittal.**

This acknowledgment form must be signed, dated, and included with your submitted proposal

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

**All proposals must be received before 12:00 (noon) by the Proposal Close date. Proposals shall be delivered to Cobb County Purchasing Department, 122 Waddell Street, Marietta, GA 30060.**

## ADDENDUM NO. 1

**Sealed Proposal # 23-6738  
Request for Proposals  
Golf and Related Utility and Transportation Vehicles,  
and Related Equipment, Parts, and Services  
Cobb County Purchasing Department**

**Date: May 1, 2023**

**A. Pre- Proposal Meeting** – April 24, 2023, at 2:00 PM, via Webex

### **1. Proposal Submission Procedures**

- **Proposals are due May 11, 2023, before 12:00 PM, noon**, at the Cobb County Purchasing Department, 122 Waddell Street NE, Marietta, GA 30060. *For GPS directions, please use the following address: 121 Haynes Street, Marietta, GA 30060.*
- Late proposals will not be accepted.
- Proposals will be opened at 2:00 PM on the same day at the Cobb County Purchasing Department, 122 Waddell Street NE, Marietta, GA 30060.
- The proposal opening may also be watched on Cobb County’s government access channel TV23 or the website ([www.cobbcounty.org](http://www.cobbcounty.org)).
- A Georgia Security & Immigration Act Affidavit (Exhibit A) must be included with the proposal. It must be signed and notarized; it must include the E-Verify number to be deemed as completed; if it is not included the proposal will be deemed non-responsive.
- Mark all packages with the company name and proposal number. Use the label in the proposal package.
- If addenda are issued, receipt of each addendum **MUST** be acknowledged in the submitted proposal. It is the Proposer’s ultimate responsibility to ensure that they have all applicable addenda prior to proposal submittal. The acknowledgement form issued with each addendum must be signed, dated, and included with your submitted proposal. Failure to acknowledge addenda may result in the proposal being deemed nonresponsive. Addenda can be located at [www.cobbcounty.org/Purchasing](http://www.cobbcounty.org/Purchasing).
- **One (1) original, one (1) copy and five (5) flash drives** of the proposal must be submitted. Mark the box with the original copy with number 1.
- All questions must be submitted to Cobb County Purchasing Department by **May 2, 2023, at 5:00 PM**. Questions may be faxed to (770) 528 –8428 or emailed to [purchasing@cobbcounty.org](mailto:purchasing@cobbcounty.org). Please reference the proposal number and proposal title on all questions.
- See the attached sign in sheet from the Pre-Proposal conference.

## 2. General Notes Presented During Pre-Proposal Meeting

- National contract opportunity through GovMVMT, a national cooperative
- This contract will be available to Cobb County and all public sector agencies through the United States.
- Please pay attention to the GovMVMT sections and the County's terms and conditions. Include any exceptions with your response.

## 3. Questions Asked During Pre-Proposal Meeting

- **Question:** Is this a multi-year contract?  
**Answer:** Yes. It is an initial four (4) year term with three (3) one-year renewal options, for a total of seven (7) possible years.
- **Question:** So this is a contract for Cobb County with the potential to be a national contract? Federal? GSA contract for State and Local?  
**Answer:** No, the intent is to make a national award; however, the County reserves the right to make a local award. This contract is not available to the Federal government. This is a nationally solicited and awarded cooperative contract available to all eligible public agencies. Cobb County is the lead agency that owns and manages the contract nationwide. GSA Schedules are different as they are simply awarded and available primarily to federally funded entities.
- **Question:** Any requirements for product origins? Can it be international?  
**Answer:** There are no requirements. Yes, they can be international.
- **Question:** What is the timeline?  
**Answer:** We hope to have an award made by Labor Day, if not sooner.
- **Question:** For submittal, are we submitting flash drives instead of electronically? Does it just have to be postmarked by noon on May 11?  
**Answer:** The County does not currently have electronic submittal. One (1) hard copy original, one (1) paper copy and five (5) flash drives must be submitted physically to the Cobb County Purchasing Department. No, the responses must be delivered to the Cobb County Purchasing Department before 12:00 PM (noon) on May 11, 2023.
- **Question:** Can a vendor be added later on, like next year or is it now and then not again for four years?  
**Answer:** There is no opportunity to be added to this contract at a later date during the contract term, once an award is made.

## B. Questions Submitted in Writing:

1. **Question:** Could we please receive a copy of the RFP in a Word Doc form in order to assist in completing the solicitation?  
**Answer:** The County does not routinely post Word documents of its solicitations but will make an exception given the nature of this solicitation and the potential for a national contract. See Attachment – 23-6738 Full Word Document.

2. **Question:** Our CFO is asking if the Financial Statements we provide in our RFP response will become part of public record? If so, could we have those excluded. If not, would us supplying a copy of our D&B be sufficient?  
**Answer:** Financial statements are considered trade secrets and not subject to the Georgia Open Records Act. See Section IV of the General Instruction for Proposers, Terms and Conditions for additional information.
3. **Question:** As far as responding to the RFP could you supply us with the Solicitation in a Word document for us to enter our responses into and then reference attachments to the flash drive to help save some trees? Or could the Solicitation be provided in an editable PDF file for us to enter our responses? This would make the process a little easier.  
**Answer:** The County does not routinely post Word documents of its solicitations but will make an exception given the nature of this solicitation and the potential for a national contract. See Attachment – 23-6738 Full Word Document.
4. **Question:** Are utility vehicles with emergency equipment installed allowed to be submitted on this contract?  
**Answer:** Yes.

**PRE- PROPOSAL CONFERENCE**

**Sealed Proposal # 23-6738**

**Request for Proposals**

**Golf and Related Utility and Transportation Vehicles, and Related Equipment, Parts, and Services**

**April 24, 2023**

<b>REPRESENTATIVE NAME</b>	<b>COMPANY NAME &amp; COMPLETE ADDRESS</b>	<b>PHONE (INCLUDE AREA CODE)</b>	<b>E-MAIL ADDRESS</b>
Stephanie Brice	Cobb County Purchasing	770-528-8400	purchasing@cobbcounty.org
Tyler McCall	GovMVMT	704-776-3193	tmccall@govmvt.org
Russ Ziegler	Connect Sales, Coaching and Consulting	941-285-6856	russ.ziegler@connect-cscc.com
David Peterson	Club Car, LLC	706-421-7875	david_peterson@clubcar.com
Alex Hoepfner	Yamaha		alex_hoepfner@yamaha-motor.com

**\*Please note that contact information provided to a government agency may be subject to public release as required by Georgia's open records law.**

**\*\*PLEASE PRINT LEGIBLY\*\***