



PURCHASING DEPARTMENT
1772 County Services Parkway
Marietta, Georgia 30008-4012
(770) 528-8400/FAX (770) 528-1154

Mark Kohntopp
INTERIM DIRECTOR

ADDENDUM No. 1

**Sealed Bid # 12-5635
Request for Qualifications
Wrecker and Tow Zone Service
Cobb County Police Department**

DATE: February 10, 2012

Page 1 of 3

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.

Proposers shall acknowledge receipt of this addendum.

Include this original form inside your proposal package.

This Addendum consists of:

- Minutes of the February 8, 2012 Pre-Proposal Conference
- Questions submitted in writing
- Pre-Proposal Conference attendee list

All bids must be received before 12:00 (noon) by the Bid Opening date. Bids shall be delivered to Cobb County Purchasing Department, 1772 County Services Parkway, Marietta, GA 30008.

Electronic / faxed bid response will not be considered.

I acknowledge that I have received Addendum No. 1

**Sealed Bid # 12-5635
Request for Qualifications
Wrecker and Tow Zone Service
Cobb County Police Department**

Company Name

Signature

Date Sent to Purchasing

Please Print Name

Please sign, date, and return this form ONLY to:
Cobb County Purchasing Department
Fax #: 770-528-1154
E-Mail: purchasing@cobbcounty.org

Please note: The deadline for questions is: **February 14, 2012** by 5:00 pm
Any questions received after this deadline will not be considered.

**Addendum 1
Sealed Bid #12-5635
Request for Qualifications
Wrecker and Tow Zones Services
February 10, 2012**

Minutes of the February 8, 2012 Pre-Bid Meeting

A pre-bid meeting was conducted on February 8, 2012, at 10:00am at the Cobb County Purchasing Department.

In Attendance:

Daphne Bailey (Cobb County Purchasing)	Tabbatha Sears (Henson's Wrecker Service)
Captain Batterton (Cobb County Police Department)	Chris Stein (Kennesaw Wrecker Service)
Sergeant Smith (Cobb County Police Department)	David Gilstrap (Kennesaw Wrecker Service)
Detective Creamer (Cobb County Police Department)	Jennifer Davis (West Cobb Towing)
Valerie Davis (Department of Public Safety)	Johnny Davis (West Cobb Towing)
Phil Howard (Howard's Wrecker Service)	Terri Welchel (Marietta Wrecker Service)
Greg Wilbur (Wilbur's Garage)	Steve Welchel (Marietta Wrecker Service)
	Kent Miller (KO Towing)
	Paris Blaylock (Barrow Wrecker Service)

Opening Remarks-Daphne Bailey

The 2012 wrecker contract bid is 12-5635. Due date for all RFQ responses is February 23, 2012. Bids are due before 12:00pm. Any bid received after 12:00pm will not be considered. Bids will be opened at 2:00pm on February 23, 2012. A \$250 application fee must accompany the bid.

In compliance with the Georgia Security and Immigration Compliance Act, all bids must contain the Contractor Affidavit and Agreement. The Affidavit must be signed and notarized. IF THE AFFIDAVIT IS NOT SUBMITTED AT THE TIME OF THE BID, THE BID WILL BE DETERMINED TO BE NON-RESPONSIVE AND WILL BE DISQUALIFIED.

Submit (1) one original and six (6) copies of the complete bid packet. Please mark the original as "original" and make sure all packages are well marked as bid packages.

All questions must be received in writing no later than 5PM on February 14, 2012. Questions may be faxed to: 770-528-1154 or emailed to purchasing@cobbcountry.org

Remarks- Sgt Smith CCPD

The Permits Unit will contact those that submitted bids after the bid opening date to schedule inspections.

Advised those interested in submitting bids to review Cobb County ordinances to ensure that they are in compliance before the inspection. There will be no grace period to correct deficiencies noted during the inspection that would disqualify the proposal.

The only change to the Minimum Equipment Specification is the requirement of 50lbs. of absorbent material used to clean up small spills 2-3 gallons as part of the debris removal.

Remarks – Valerie Davis DPS

After the Permits Unit completes the inspections and forwards the list of qualified bids to the Selection Committee, the Selection Committee will meet and rank order the qualified bids. The Permits Unit will notify the applicants of the selections.

Questions:

Question: “Do we have to submit the affidavit if there are no immigrants working for the business?”

Answer: All bid packages must contain a completed affidavit or the package will be disqualified.

Question: “How was the quantity of the “absorbent material” determined?”

Answer: The quantity of “50lbs” was recommended by the Cobb County Fire Department as adequate for the task.

Question: “how should be absorbent material be stored?”

Answer: How the material is stored on the vehicle is left to the discretion of the wrecker service. For example, may be stored in the original packaging or stored in some type of bucket or container.

Question: “Do the packages need to contain background histories of people employed by the owners at additional business, such as “body shops”?”

Answer: Backgrounds must be completed for employees of the wrecker service. If the owners of the wrecker service have additional businesses apart from the wrecker service, they do not have to submit the employees of those businesses. (RFQ **Conditions** on page 7)

Meeting was adjourned by Daphne Bailey at 10:20am.

Questions Submitted in Writing for Clarification

Question: Please clarify-statement made during the pre-bid meeting there needed to be 1 original and 6 copies of the packet submitted. Page 26 XIX General Information states to submit 1 original and 5 copies.

Answer: Page 2 of the RFQ requires (1) one original and (6) six copies to be submitted. Page 26 XIX General Information is standard for the Purchasing Department bid packet, however the Police Department is asking for one extra copy. **Please submit (1) one original packet with (6) six copies.**