



# LAKE COUNTY

## FLORIDA

OFFICE OF PROCUREMENT SERVICES  
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### **ADDENDUM NO. 1**

**June 24, 2016**

**RFP 16-0625**

**Auction Services**

It is the vendor's responsibility to ensure their receipt of all addenda, and to clearly acknowledge all addenda within their initial bid or proposal response. Acknowledgement may be confirmed either by inclusion of a signed copy of this addendum within the proposal response, or by completion and return of the addendum acknowledgement section of the solicitation. Failure to acknowledge each addendum may prevent the bid or proposal from being considered for award.

This addendum does not change the date for receipt of bids or proposals.

Questions concerning this RFP are due July 8, 2016. The purpose of this addendum is to revise the Pricing Section of the RFP. Vendors are instructed to use the following REVISED PRICING SECTION to submit pricing in their proposal. The following replaces pages 21 through 24 of the RFP document.

### Acknowledgement of receipt of Addendum:

Firm Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Title: \_\_\_\_\_

Typed/Printed Name: \_\_\_\_\_

**RFP 16-0625 / Auction Services**  
**REVISED PRICING SECTION**

**NOTES:**

- “Titled Items and Equipment” includes anything that requires a title by the State of Florida. “Miscellaneous Items” includes anything else.
  
- The “adjusted gross revenue” for an auction shall mean the actual payments collected for items sold during the auction, less the applicable sales tax collected for such sales.

**OPTION 1A – Live Auction By Auctioneer With Items Transported to Auctioneer’s Facility by Auctioneer:**

**Titled Items and Equipment:**

1. Auctioneering commission for live auctions performed by the Auctioneer shall be performed for \_\_\_\_\_ percent of the adjusted gross revenue of each auction.
  
2. Buyer premium to be paid by the successful buyer, if any: \_\_\_\_\_
  
3. Pickup and delivery shall be performed for a unit price of \$\_\_\_\_\_ each for items less than 3/4 ton.
  
4. Pickup and delivery shall be performed for a unit price of \$\_\_\_\_\_ each for items 3/4 ton to one (1) ton.
  
5. Pickup and delivery shall be performed for a unit price of \$\_\_\_\_\_ each for items over one (1) ton.

**Miscellaneous Items:**

1. Auctioneering commission for live auctions performed by the Auctioneer shall be performed for \_\_\_\_\_ percent of the adjusted gross revenue of each auction.
  
2. Buyer premium to be paid by the successful buyer, if any: \_\_\_\_\_
  
3. Pickup and delivery shall be performed at an hourly rate of \$\_\_\_\_\_ for a truck and two (2) workers, including the driver, to load, deliver, and unload items. The hourly rate becomes effective on arrival at the designated County location and concludes upon the completion of the unloading at the auctioneer’s facility.
  
4. Pickup and delivery shall be performed at an hourly rate of \$\_\_\_\_\_ for a truck and three (3) workers, including the driver, to load, deliver, and unload items. The hourly rate becomes effective on arrival at the designated County location and concludes upon the completion of the unloading at the auctioneer’s facility.

**OPTION 1B – Online Auction By Auctioneer With Items Transported And Stored At Auctioneer’s Facility by Auctioneer:**

Titled Items and Equipment:

1. Auctioneering commission for online auctions performed by the Auctioneer shall be performed for \_\_\_\_\_ percent of the adjusted gross revenue of each auction.
2. Buyer premium to be paid by the successful buyer, if any: \_\_\_\_\_
3. Pickup and delivery shall be performed for a unit price of \$\_\_\_\_\_ each for items less than 3/4 ton.
4. Pickup and delivery shall be performed for a unit price of \$\_\_\_\_\_ each for items 3/4 ton to one (1) ton.
5. Pickup and delivery shall be performed for a unit price of \$\_\_\_\_\_ each for items over one (1) ton.

Miscellaneous Items:

1. Auctioneering commission for online auctions performed by the Auctioneer shall be performed for \_\_\_\_\_ percent of the adjusted gross revenue of each auction.
2. Buyer premium to be paid by the successful buyer, if any: \_\_\_\_\_
3. Pickup and delivery shall be performed at an hourly rate of \$\_\_\_\_\_ for a truck and two (2) workers, including the driver, to load, deliver, and unload items. The hourly rate becomes effective on arrival at the designated County location and concludes upon the completion of the unloading at the auctioneer’s facility.
4. Pickup and delivery shall be performed at an hourly rate of \$\_\_\_\_\_ for a truck and three (3) workers, including the driver, to load, deliver, and unload items. The hourly rate becomes effective on arrival at the designated County location and concludes upon the completion of the unloading at the auctioneer’s facility.



**By Signing this Proposal the Proposer Attests and Certifies that:**

- It satisfies all legal requirements (as an entity) to do business with the County.
- The undersigned vendor acknowledges that award of a contract may be contingent upon a determination by the County that the vendor has the capacity and capability to successfully perform the contract.
- The proposer hereby certifies that it understands all requirements of this solicitation, and that the undersigned individual is duly authorized to execute this proposal document and any contract(s) and/or other transactions required by award of this solicitation.

**Purchasing Agreements with Other Government Agencies**

This section is optional and will not affect contract award. If Lake County awarded you the proposed contract, would you sell under the same terms and conditions, for the same price, to other governmental agencies in the State of Florida? Each governmental agency desiring to accept to utilize this contract shall be responsible for its own purchases and shall be liable only for materials or services ordered and received by it.  Yes  No (Check one)

**Certification Regarding Felony Conviction**

Has any officer, director, or an executive performing equivalent duties, of the bidding entity been convicted of a felony during the past ten (10) years?  Yes  No (Check one)

**Certification Regarding Acceptance of County VISA-based Payment System**

Vendor will accept payment through the County VISA- based payment system:  Yes  No

**Reciprocal Vendor Preference:**

Vendors are advised the County has established, under Lake County Code, Chapter 2, Article VII, Sections 2-221 and 2-222; a process under which a local vendor preference program applied by another county may be applied in a reciprocal manner within Lake County. The following information is needed to support application of the Code:

1. Primary business location of the responding vendor (city/state): \_\_\_\_\_
2. Does the responding vendor maintain a significant physical location in Lake County at which employees are located and business is regularly transacted:  Yes  No If "yes" is checked, provide supporting detail: \_\_\_\_\_

**Conflict of Interest Disclosure Certification**

Except as listed below, no employee, officer, or agent of the firm has any conflicts of interest, real or apparent, due to ownership, other clients, contracts, or interests associated with this project; and, this bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a proposal for the same services, and is in all respects fair and without collusion or fraud.

**DUNS Number** (Insert if this action involves a federal funded project): \_\_\_\_\_

**General Vendor Information and Proposal Signature:**

Firm Name: \_\_\_\_\_  
 Street Address: \_\_\_\_\_  
 Mailing Address (if different): \_\_\_\_\_  
 Telephone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_ E-mail: \_\_\_\_\_  
 FEIN No. \_\_\_\_\_ - \_\_\_\_\_ Prompt Payment Terms: \_\_\_\_\_ % \_\_\_\_\_ days, net \_\_\_\_\_  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

**Award of Contract by the County: (Official Use Only)**

By signature below, the County confirms award to the above-identified vendor under the above identified solicitation. A separate purchase order will be generated by the County to support the contract.

**Vendor awarded as:**

- Sole vendor  Pre-qualified pool vendor based on price  
 Pre-qualified pool vendor (spot bid)  Primary vendor for items: \_\_\_\_\_  
 Secondary vendor for items: \_\_\_\_\_  Other status: \_\_\_\_\_

Signature of authorized County official: \_\_\_\_\_ Date: \_\_\_\_\_

Printed name: \_\_\_\_\_ Title: \_\_\_\_\_