



Date: 11/24/2023
Owner: **Rowan County Purchasing Department**
130 West Innes Street • Salisbury, NC 28144
Phone: 704-216-8178
Email: jody.farrow-bennett@rowancountync.gov
Project: Addendum 1 RFP #2024-020
Audit of Fleet Management
Bid Date: December 04, 2023 @ 10:00 AM ET.

This Addendum is hereby made a part of the contract documents and specifications of the above referenced project. All other requirements of the original specification shall remain in effect in their respective order. Acknowledge receipt of this Addendum by signing and dating in the space provided at the end of this Addendum and including this with your bid package.

NOTES:

- 1. THIS ADDENDUM DOES NOT CHANGE THE BID DATE**
- 2. THE PROPOSAL RESPONSE FORM HAS BEEN UPDATED, SEE ATACHMENT BELOW OR REVIEW BID DOC ON COUNTY WEBSITE.**
- 3. PLEASE ACKNOWLEDGE RECEIPT OF ADDENDUM NO. 1 IN PROPOSAL.**

1. Will the budget for Fleet Service's be provided?
2. Will a Fleet List be provided?
3. Will the current software be available for review from Vector.
Yes, all required information will be provided to the selected firm.
4. Current operation:
Five (5) days a week of normal business operation.
Twenty-Four (24) – Seven (7) On call service for weekends and holidays.
5. Location of Current Fleet Facility.
425 Airport Rd.
Salisbury, NC 28147
704-216-8106
6. Items to be covered by Audit:
 - Contract Review – Target vs. Non-Target
 - Department complaints – Valid or not-valid
 - Required certifications for county vehicles.
 - Re-works – Vehicles having to be serviced multiple times for the same issues.
 - Checklist needed?

7. Are there any other entities in which an intergovernmental agreement would be possibility.
Currently, the City of Salisbury was the only possibility; but due to retirement of some of their staff this may no longer be a possibility.
8. Alternate #1.
The current contract for our fleet service will be up for renewal next year; and we can extend the contract by two (2) years or we can re-bid the service and revise the contract.
9. Project Schedule.
Expected completion within 2 months of contract award date; special circumstances may be cause for extension but must be agreed upon by both parties.
10. Submitting Bids:
Paper submission is required. Sealed envelop must be mailed or delivered by 10:00 AM on December 4, 2023. A jump drive or flash drive can be included within the envelop should the firm submitting wish to include one.