

January 13, 2025

**Subject: RFQ # 2517-A: Conversion Van Upgrades  
Addendum #1**

Gentlemen/Ladies:

Below, please find responses to questions, clarification, or additional information for the above referenced RFQ. You will need to consider this information when preparing your quote.

**1. Is the conversion for these vehicles to have rear access or side access?**

**Response:** Side Access

**2. Will the ramps be a fold-out or an in-floor installation?**

**Response:** The ramps will be fold-out.

**3. Assuming the 3 vans are already in your possession, will we be delivering the vehicles to the location that will do the conversion? If so, where are the vans located, if we would need to get them picked up? Is this a cost that we will need to add to our quote, or will this be something that will be handled by you guys?**

**Response:** Vans must be picked up by the vendor at 4 Center Drive, Fayetteville.

**4. After completion where should we have the cars delivered or will you guys pick them up?**

**Response:** Vans must be returned when conversion is completed to 4 Center Drive, Fayetteville, GA.

**5. Are there any specifications for expectations of completion time?**

**Response:** All three van conversions must be completed within 180 days

**6. We currently do not have a federal work authorization ID number. Is this something that is required? If so, could you guide me on how to obtain one?**

**Response:** A Federal Work Authorization ID Number is required when you are providing a service to a government entity. Please visit <https://www.e-verify.gov/> for additional information on obtaining a Federal Work Authorization ID Number.

7. **Could you clarify the payment process? Specifically, how, and when will we receive payment for this project?**

**Response: Payment Terms and Discounts:** The County's standard payment terms are Net 30. Any deviation from standard payment terms must be specified in the resulting contract, and both parties must agree on such deviation. Cash discounts offered will be a consideration in awarding the quote, but only if they give the County at least 15 days from receipt of invoice to pay. For taking discounts, time will be computed from the date of invoice acceptance by the County, or the date a correct invoice is received, whichever is the later date. Payment is deemed made, for the purpose of earning the discount, on the date of the check.

8. **We manufacturer hundreds of accessible vans per year for some of the largest accessible van retailers in the nation. Do you simply need the name of one of those dealers? Eg., Mobility Works?**

**Response:** Please provide a name and all contact information as requested in the RFQ packet. We must be able to contact any references noted for additional information on the quality of past services provided.

Received by (Name): \_\_\_\_\_ Company \_\_\_\_\_

Note: If this addendum is not returned to the Fayette County Purchasing Department or if it is returned not signed, responding individuals, companies or other organizations will still be responsible for the requirements of this addendum and the specifications or changes herein.

**Quotes will be accepted until 3:00 p.m., Monday, January 20, 2025.** Quotes must be received by the Purchasing Department at the address above, Suite 204, at or before this date and time.

The time allowed for questions has expired.

If you have additional concerns, please contact Michelle Sampson, Buyer & Contract Coordinator at (770) 305-5150, or email at [msampson@fayettecountyga.gov](mailto:msampson@fayettecountyga.gov).

Sincerely,



Ted L. Burgess  
Chief Procurement Officer