



## ADDENDUM NO. 2

Date: September 8, 2015

Proposal Due Date: September 16, 2015  
at 3:00 P.M. (Local Time)

Proposal Name: **Purchase of a New Fleet of Golf Carts for  
Ironwood Golf Course**

Proposal No.: PRCA-160005-DD

NOTE: This Addendum has been issued only to the holders of record of the specifications and to the attendees of the non-mandatory pre-proposal conference held on September 8, 2015.

The original Specifications remain in full force and effect except as revised by the following changes which shall take precedence over anything to the contrary:

1. Any questions shall be submitted in writing to the City of Gainesville Purchasing Division by 12:00 p.m. (noon) local time, September 10, 2015. Questions may be submitted as follows:

Email: [drymonjd@cityofgainesville.org](mailto:drymonjd@cityofgainesville.org)

or

Faxed (352) 334-3163

Attention: Doug Drymon, Senior Buyer

2. Please find attached:

- a) Copy of the black out period definitions (Financial Procedures Manual Section 41-424 Prohibition of lobbying in procurement matters) distributed during mandatory pre-proposal meeting.
- b) Copy of the Pre-Proposal Conference Sign-in Sheet.
- c) Photos of the two beverage carts the City intends to replace.

3. Doug Drymon, Senior Buyer with the City Purchasing Division, discussed proposal requirements.

- a. Sign-in Sheet is circulating.
  - i. Submitted proposal to match business name as signed in at pre-proposal.
- b. Proposals are to be received by the Purchasing office no later than 3:00 p.m. (local time) on September 16, 2015. Any proposals received after 3:00 p.m. on that date will not be accepted.
- c. Send questions in writing to Doug Drymon via email or fax.
  - i. Questions submitted after the stated deadline will not be addressed.
  - ii. All communication is to be conducted solely through Doug Drymon or the Central Purchasing Office in his absence. Communication with other City staff or officials will result in the proposer being disqualified.
- d. Discussed proposal due date, time and delivery location.
  - i. Deliver (or have delivered) to the Purchasing Division office by 3PM on September 16, 2015. Address is: Rm 339, City Hall, 200 E. University Avenue, Gainesville, FL 32601.

- e. Various forms (i.e. Tabulation of Subcontractor and Material Suppliers) are to be completed and returned with your proposal.
    - i. Sign, date and return all Addenda with proposal.
  - f. Doug Drymon brought to everyone's attention that among the changes to the RFP discussed in Addendum #1 was the City's intention to take delivery of the entire fleet of new golf carts by December 15, 2015 if possible, but no later than January 8, 2016 under any circumstance. He noted additionally that the City would not need loaner carts as originally advertised in the RFP.
4. Jeff Cardozo, Ironwood Golf Course Manager, commented that the City has 14 golf carts remaining in its fleet which were purchased as far back as 2003. Of these 14, seven (7) are still running.

Following are answers/clarifications to questions received prior to and at the pre-proposal conference:

5. Question: When would the City like to see a demonstration of the carts that vendors would like to offer as part of their proposal?  
Answer: It was decided that vendors may call Jeff Cardozo, Ironwood Golf Course Manager, to schedule a time on either September 14, 15 or 16 in the morning (only) to arrange a time to bring one or two of their company's carts by the golf course to give the Mr. Cardozo and his Evaluation Team the opportunity to see the carts and test-drive them, if they wish to do so. However, this is not a mandatory requirement of vendors.
6. Question: Is the term "sandbuckets" used in the RFP a reference to divot storage?  
Answer: Yes.
7. Question: How would the City like the presentation of AC and DC carts to be handled in the proposal?  
Answer: Vendors should include AC-equipped carts on one page, and DC-equipped carts on a second, separate page of their proposal.
8. Question: Does the City have any preference as to which size or sizes of beverage cart it wants to purchase in the new fleet of carts?  
Answer: The City would like to purchase two beverage carts that are similar in size to the smaller of its current two beverage carts. (The smaller cart is the one shown in the photo which has E-Z-Go clearly visible on the side of the cart.)
9. Question: The current fleet of golf cars has a Single point filling system on the batteries and it isn't listed as a requested accessory on the new fleet. Is this something that should be one of the accessories listed on the new cars?  
Answer: A single point filling system on the batteries would be very nice to have, and would be the City's preference; however, it is not one of the Technical Specifications listed within the RFP which comprise the minimum standards a vendor's proposal must meet in order to be considered.

ACKNOWLEDGMENT: Each Proposer shall acknowledge receipt of this Addendum No. 2 by his or her signature below, **and a copy of this Addendum to be returned with proposal.**

CERTIFICATION BY PROPOSER

The undersigned acknowledges receipt of this Addendum No. 2 and the Proposal submitted is in accordance with information, instructions, and stipulations set forth herein.

PROPOSER: \_\_\_\_\_

BY: \_\_\_\_\_

DATE: \_\_\_\_\_

# CITY OF \_\_\_\_\_ FINANCIAL SERVICES GAINESVILLE PROCEDURES MANUAL

## **41-424      Prohibition of lobbying in procurement matters**

Except as expressly set forth in Resolution 060732, Section 10, during the black out period as defined herein no person may lobby, on behalf of a competing party in a particular procurement process, City Officials or employees except the purchasing division, the purchasing designated staff contact. Violation of this provision shall result in disqualification of the party on whose behalf the lobbying occurred.

Black out period means the period between the issue date which allows for immediate submittals to the City of Gainesville Purchasing Department for an invitation for proposal or the request for proposal, or qualifications, or information, or the invitation to negotiate, as applicable, and the time the City Officials and Employee awards the contract.

Lobbying means when any natural person for compensation, seeks to influence the governmental decision making, to encourage the passage, defeat, or modification of any proposal, recommendation or decision by City Officials and Employees, except as authorized by procurement documents.

CITY OF GAINESVILLE  
GENERAL GOVERNMENT PURCHASING DIVISION  
NON-MANDATORY PRE-PROPOSAL CONFERENCE

- REQUEST FOR PROPOSAL -

Purchase of a New Fleet of Golf Carts for Ironwood Golf Course

DATE: September 8, 2015 @ 9:00 AM LOCAL TIME

Ironwood Golf Course Clubhouse

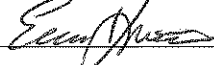
BID #PRCA-160005-DD

DUE DATE: September 16, 2015, AT 3:00PM

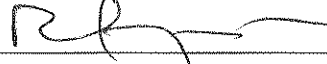
YOUR COMPANY'S NAME, ADDRESS &  
PHONE NUMBER

1) E-2-GO division of Textron.  
6962 NE 61 Ave. Rd.  
Silvers Springs, FL 34488  
PHONE # (904) 254-4178


YOUR SIGNATURE, PRINTED NAME,  
EMAIL ADDRESS & FAX NUMBER

  
\_\_\_\_\_  
SIGNATURE  
ERIC KEISTER  
\_\_\_\_\_  
PRINTED NAME  
E-MAIL: ekeister@textron.com  
FAX # (706) 772-6227


2) YAMAHA GOLF-CAR COMPANY  
1 CLEMENS COURT  
PALM COAST, FL 32137  
PHONE # (813) 777-8133

  
\_\_\_\_\_  
SIGNATURE  
PAUL MEYER  
\_\_\_\_\_  
PRINTED NAME  
E-MAIL: pmeyer@ymmc.yamaha-motor.com  
FAX # (352) 240-7484

3) \_\_\_\_\_  
City of Gainesville  
Purchasing Division  
PHONE # (\_\_\_\_) \_\_\_\_\_

  
\_\_\_\_\_  
SIGNATURE  
Doug Dugan  
\_\_\_\_\_  
PRINTED NAME  
E-MAIL: duganjd@cityofgainesville.org  
FAX # (\_\_\_\_) \_\_\_\_\_

4) IRONWOOD G.C.  
City of GAINESVILLE PRCA  
PHONE # (352) 393-8502

  
\_\_\_\_\_  
SIGNATURE  
JEFF CARDOZO  
\_\_\_\_\_  
PRINTED NAME  
E-MAIL: CARDOZOJM@CITYOFGAINESVILLE.ORG  
FAX # (352) 334-3107

5) \_\_\_\_\_  
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PHONE # (\_\_\_\_) \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE  
\_\_\_\_\_  
PRINTED NAME  
E-MAIL: \_\_\_\_\_  
FAX # (\_\_\_\_) \_\_\_\_\_



