



**Procurement Management Department**  
**2115 Second Floor, 1<sup>st</sup> Floor**  
**Fort Myers, FL 33901**  
**Main Line: (239) 533-8881**  
**Fax Line: (239) 485-8383**  
[www.leegov.com/procurement](http://www.leegov.com/procurement)

**Posted Date:** January 28, 2022

**Solicitation No.:** RFP220083ACN

**Solicitation Name:** Online Auction/Live Auction Services Annual

**Subject:** Addendum Number 1

The following represents clarification, additions, deletions, and/or modifications to the above referenced bid. This addendum shall hereafter be regarded as part of the solicitation. Items not referenced herein remain unchanged, including the response date. Words, phrases or sentences with a strikethrough represent deletions to the original solicitation. Underlined words and bolded, phrases or sentences represent additions to the original solicitation.

**1. ATTACHMENT: NONE**

**2. QUESTIONS/ANSWERS**

1.	Do you have a history of assets previously sold through auction?
<b>Answer</b>	<b>Please see General Scope 1.2 on page 17. Assets sent to auction include, but are not limited to, boats, passenger vehicles (automobiles, pick-up trucks, vans, SUVs, work trucks, transit buses, cutaway vans, etc.) heavy duty vehicles/work equipment, office equipment and furniture, personal computers, miscellaneous equipment, obsolete vehicle parts, found property, as well as other miscellaneous items.</b>
2.	How often do you plan on having auctions, either in person or online?
<b>Answer</b>	<b>Auctions are held on an as needed basis depending on the Department and their assets. Historically, LeeTran has held auctions from one (1) to two (2) times a year and Fleet Management has held auctions from four (4) to Six (6) times a year.</b>
3.	I would just like to know if we have any questions in regards to the RFP how should we go about asking or submitting them, thank you in advance
<b>Answer</b>	<b>Please email all questions to, Amy Naranjo, at ANaranjo@leegov.com.</b>
4.	My Question is on average how many units does the county sell in a year and what is the dollar amount average per year
<b>Answer</b>	<b>This had varied each year by Department and their assets available for auction. Fleet Management averages between 75-100 units per year. LeeTran averages 8-10 units per year. Proceeds have varied each year by Department. Fleet Management in FY21 had over \$400,000 in auction proceeds. Other years they have averaged \$200,000-\$400,000 per year in proceeds.</b>

5.	I see that it requires registration on <a href="http://www.sunbiz.org">www.sunbiz.org</a> . Unfortunately when I go to the site I only see registration for a fictitious name, and an email contact for registrations. I don't see a link to a form. Do you know where exactly we need to register?
<b>Answer</b>	<b>Sunbiz.org is a website managed by the Florida Department of State, Divisions of Corporations. The website provides a search option that identifies if a Vendor is registered and their information. To obtain information on registering please contact the Florida Department of State, Divisions of Corporations.</b>
6.	With this RFP posting, do we need to formally submit to this to continue doing business with you?
<b>Answer</b>	<b>Yes, Any Vendors interested in providing auction services for the County will need to formally submit a proposal for solicitation (RFP).</b>
7.	If so, would you be willing to sign the attached non-disclosure agreement?
<b>Answer</b>	<b>At this time the County will not sign a non-disclosure agreement.</b>
8.	Is Manheim able to negotiate Lee County's contract that they have, or would they be willing to use a national consignment agreement on Manheim's paper?
<b>Answer</b>	<b>The County will not be negotiating the current contracts for auction services as they are expiring. It is the intent of the County to utilize the contract(s) issued from this solicitation.</b>
10.	we have a question regarding decal removal. I see that the County is requiring that the auctioneer handles this, however this is not a service that we currently provide. That being the case, would the County accept and consider a bid?
<b>Answer</b>	<b>All Vendors are encouraged to submit a proposal meeting or exceeding the scope and specifications detailed within the solicitation documents.</b>

**BIDDER/PROPOSER IS ADVISED, YOU ARE REQUIRED TO ACKNOWLEDGE RECEIPT OF THIS ADDENDUM WHEN SUBMITTING A BID/PROPOSAL. FAILURE TO COMPLY WITH THIS REQUIREMENT MAY RESULT IN THE BIDDER/PROPOSER BEING CONSIDERED NON-RESPONSIVE.**

**ALL OTHER TERMS AND CONDITIONS OF THE SOLICITATION DOCUMENTS ARE AND SHALL REMAIN THE SAME.**

*Amy Naranjo*

Amy Naranjo  
Procurement Analyst  
Direct Line: 239-533-8857  
Lee County Procurement Management