

**Office of the Mayor-President**  
Purchasing Division



City of Baton Rouge  
Parish of East Baton Rouge  
222 Saint Louis Street, 8<sup>th</sup> Floor  
Room 826  
P.O.Box 1471  
Baton Rouge, Louisiana 70821

**Paul Narcisse**  
Purchasing Director

225/389-3259 FAX 225/389-4841  
[purchasinginfo@brgov.com](mailto:purchasinginfo@brgov.com)

**ADDENDUM NO. 1**  
**July 31, 2024**

Your reference is directed to: **File Number: M4781**  
Solicitation Number: **M4781 2024 or Newer Chevrolet Tahoes**  
Scheduled to open: **August 1, 2024 at 11:00 AM CST**

**The bid opening has been changed from August 1, 2024 at 11:00 AM CST to August 8, 2024 at 11:00 AM CST.**

**Addendum No. 1 is being issued to change the bid opening date, to add the DEALER LICENSE REQUIREMENTS and SPECIAL INSTRUCTIONS FOR VEHICLES AND EQUIPMENT, and to respond to the questions and provide answers, and will be made part of the above referenced solicitation.**

This addendum is hereby officially made a part of the referenced solicitation and should be attached to the bidder's proposal or otherwise acknowledged therein.

If you have already submitted your proposal and this addendum causes you to revise your original bid, please indicate changes herein and return to Purchasing prior to bid opening in an envelope marked with the file number, bid opening date, and time. If this addendum does not cause you to revise your bid, please acknowledge receipt of the addendum by signing your name and company below and returning it in accordance with the provisions above.

cc: Bid File 24-M4781  
miduvall@brla.gov  
225-389-3259 x 3272

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Company

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**ADDENDUM NO. 1**  
**DEALER LICENSE REQUIREMENTS**

**Any vendor wishing to bid on vehicles for City of Baton Rouge/Parish of East Baton Rouge must be in compliance with Chapter 6, Distribution and Sales of Motor Vehicles, LA State Statute R.S. 32:1251, which stipulates any motor vehicle manufacturer, distributor, dealer and lessor doing business in Louisiana must be licensed in Louisiana.**

**All bidders shall include a copy of their valid dealer's license, issued under the provisions of R.S. 32:1254, with any bid submitted. Per R.S. 38:2212.8, public entities are prohibited from accepting bids from or entering into any contract or cooperative endeavor agreement or any other transaction for the procurement of vehicles with a dealer who does not possess a valid dealer's license issued pursuant to R.S. 32:1254. A public entity shall reject any bid submitted by a dealer for the purchase of vehicles which does not include a copy of a valid dealer license.**

**RS 38:2212.8 Prohibition of bids from or contracts with unlicensed dealers**

- A. A public entity shall not accept any bid from or enter into any contract or cooperative endeavor agreement, or any other transaction for the procurement of vehicles, with a dealer who does not possess a valid dealer's license issued under the provisions of R.S. 32:1254.**
- B. A public entity shall require that any bid submitted by, or a contract or cooperative endeavor agreement with, a dealer for the purchase of vehicles shall include a copy of a valid dealer's license issued under the provisions of R.S. 32:1254.**
- C. A public entity shall reject any bid submitted by a dealer for the purchase of vehicles which does not include a copy of a valid dealer license.**
- D. A public entity shall not sign a contract or cooperative endeavor agreement with a dealer for the purchase of vehicles which does not include a copy of a valid dealer license.**
- E. If in the course of an audit or review by the legislative auditor, pursuant to the powers and duties in R.S. 24:513, a violation of this Section is found, the legislative auditor shall report such findings to the Louisiana Motor Vehicle Commission. Acts 2010, No. 376, §1.**



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**ADDENDUM NO. 1**  
**SPECIAL INSTRUCTIONS FOR VEHICLES AND EQUIPMENT**

Bid prices shall be based on earliest attainable delivery without incurring premium costs.

The dealer shall not attach any dealer identification, advertising or similar material to the equipment.

All titles, invoices, certificates of origin, odometer statements and warranties must be issued in the name of City of Baton Rouge, Parish of East Baton Rouge, Baton Rouge Police Department, Fleet – Central Garage, 333 Chippewa Street, Baton Rouge, LA 70802

Invoices shall not be dated any earlier than the day of delivery on any equipment

Successful bidder shall furnish to owner two (2) complete sets of operating manuals for each different piece of equipment.



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**ADDENDUM NO. 1**  
**QUESTIONS & ANSWERS**

**Question 1: Please provide any tabulations or RFP History for M4781**

**Answer 1: There is no RFP History for M4781.**

**Question 2: Is there a specific trim needed?**

**Answer 2: LS.**

**Question 3: when is the bid?**

**Answer 3: The bid opening has been changed from August 1, 2024 at 11:00 AM CST to August 8, 2024 at 11:00 AM CST.**