

Office of the Mayor-President
Purchasing Division



City of Baton Rouge
Parish of East Baton Rouge
222 Saint Louis Street, 8th 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

ADDENDUM NO. 1
August 12, 2024

Your reference is directed to: **File Number: M4781**

Solicitation Number: **M4781-Rebid 2024 or Newer Chevrolet Tahoes**

Scheduled to open: **September 3, 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
ermiller@brla.gov
225-389-3259 x 3283

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.