



*Otsego*  
**COUNTY**  
M I C H I G A N

*Otsego County*  
*Office of the County Administrator*  
225 West Main Street • Gaylord, Michigan 49735  
989-731-7520 • Fax 989-731-7529

**BID 2011-05**

**RFP Addendum #1**

Building Department Vehicle Purchase

January 29, 2011

Dear Vendor:

Thank you for your participation in Otsego County's Request for Proposal process for the Building Department Vehicle Purchase.

We have one change to BID 2011-05.

**Bid Change:** We are asking for bids on two options. Please include a second bid for a 4-door truck as an alternative to the extended cab vehicle. Also, bids must be clearly marked for which vehicle each bid price is referencing. A Bid/Proposal Form has been included for your convenience.

If you have any questions on this Clarification or on any other aspects of the Request for Proposal, please contact me at (989) 731-7527, Fax (989) 731-7529 or Email at [jburt@otsegocountymi.gov](mailto:jburt@otsegocountymi.gov).

Respectfully,

John Burt  
County Administrator

**BID/PROPOSAL FORM  
BID 2011-05**

The undersigned proposes to furnish a vehicle to Otsego County.

**Option 1 (Extended Cab Truck)**

**TOTAL COST** \$ \_\_\_\_\_

**Option 2 (4-door Truck)**

**TOTAL COST** \$ \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

EMAIL (if any): \_\_\_\_\_

FAX: \_\_\_\_\_

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

To: All Vehicle Bidders

From: John Burt, Otsego County Administrator

Date: January 24, 2011

Subj: Building Department Vehicle Purchase, BID 2011-05

Otsego County is looking for a new vehicle for use in its Building Department. All bids are to be based on the following minimum equipment standards:

One (1) 2011 Small to Midsize 4x4 Extended Cab Truck  
4-Wheel Drive  
Power Steering  
Tilt Steering Wheel  
Electric Rear Defogger/De-Icer  
Power Anti-Lock Brakes  
Power Windows  
Air Conditioning  
Rear Defrost  
Automatic Transmission  
Intermittent windshield wipers  
AM/FM/CD Radio  
Cruise Control

The vehicle is for light-duty use.

Bids should be submitted to John Burt at 225 W. Main Street, Room 203, Gaylord, MI 49735 by Friday, February 11 at Noon. Bids should be sealed and marked as Building Department Vehicle, Bid 2011-05. The bids will be opened and read aloud publicly at 1:00 pm on February 11 at 225 W. Main in Room 212.

Questions can be directed to John Burt at 989-731-7527