



## CAMERON COUNTY PURCHASING

1100 East Monroe St,  
Brownsville, Texas 78520  
(956) 544-0871 Fax: (956) 550-7219

### ADDENDUM # 1 - PAGE 1 of 3

DATE OUT: 09/06/24

RFP TITLE: **LICENSED AUCTIONEER SERVICES**

RFP NUMBER # 240901

**DEADLINE: SEPTEMBER 11, 2024 at 3:00 p.m.**

*(IN ORDER TO AVOID DISQUALIFICATION – ALL ADDENDUMS MUST BE SIGNED AND RETURNED BY DEADLINE AND INCLUDED IN THE SEALED BID PACKAGE SUBMITTED)*

#### CHANGE # 1

RFP # 240901 PACKAGE, Page 1 of 39 & Page 5 of 39

#### Cameron County Purchasing Department address:

County Courthouse (Dancy Bldg.) 1100 E. Monroe St, **Basement floor, Suite #B17**, Brownsville, Texas 78520.

#### CHANGE # 2

Page 3 of 39 “Check List”

DELETE: Please disregard requirement to complete non-existence exhibits

~~X~~ Exhibit A, B, C, D & E

Be sure to complete these form and return with packet.

#### CHANGE # 3

Page 5 of 39

PLEASE NOTE CAREFULLY

THIS IS THE ONLY APPROVED INSTRUCTION FOR USE ON SUBMITTING YOUR REPOSE

1. **ORIGINAL** (marked “ORIGINAL”) AND ONE (1) **COPY** (marked “COPY”) sets and **an electronic (the Excel file Questionnaire must be returned in an Excel file format and searchable PDF file formats for other documents) MUST BE SUBMITTED** Each RFP shall be placed in a separate envelope completely and properly identified with the name and number of the RFP. RFP's must be in the Purchasing Department BEFORE the hour and date specified.

\*Note: **replace with:** “an electronic copy on a flash drive (searchable PDF format file only) of your RFP submittal for review by evaluation committee in a sealed envelope”.

#### CHANGE # 4

Page 12 of 39 Section 3.18      **Payment**

#### ORIGINAL

Auctioneer will write a check Payable to Cameron County and give it to the County Treasurer for the total of all Cashier Checks, Cash, and all personal checks received - to the Cameron County Treasurer's Office - **within 5 business days following auction** ATTN: TREASURER. Auctioneer will be paid for services rendered within 30 days from the auction's date.

***Must include and return with RFP package***

**REVISION**

Auctioneer will write a check Payable to Cameron County and give it to the County Treasurer **for the total dollar amount after deduction of auctioneer’s charge/collect fee, for all Cashier Checks, Cash, and all personal checks received during complete auction - to the Cameron County Treasurer's Office - within ten (10) business days** following auction ATTN: TREASURER. ~~Auctioneer will be paid for services rendered within 30 days from the auction’s date.~~

**CHANGE # 5**

**Page 16 of 39 Section 9.0 County’s Reservations**

**ORIGINAL**

Proposers shall NOT CHARGE ANY PROPOSERS FEES OUTSIDE OF NEGOTIATED CONTRACT (only registration fees are allowed). Proposer shall state in the Newspaper ad that all buyers of vehicles will be checked for proof of vehicle insurance prior to leaving County property. Without proof, the vehicle must be left at County lot until proof is sent to the County or Auctioneer – at which time the vehicle will be released from County lot.

**REVISION**

Proposers shall NOT CHARGE ANY PROPOSERS FEES OUTSIDE OF NEGOTIATED CONTRACT (only registration fees are allowed). ~~Proposer shall state in the Newspaper ad that all buyers of vehicles will be checked for proof of vehicle insurance prior to leaving County property. Without proof, the vehicle must be left at County lot until proof is sent to the County or Auctioneer — at which time the vehicle will be released from County lot.~~

**CHANGE # 6**

**Page 19 of 39 PROVIDER QUALIFICATIONS**

Please see revised page

**Note:**

*This addendum shall become part of the RFP and all RESPONDERS/PARTICIPANTS shall be bound by its content. All aspects of the scope of work/services not covered herein shall remain the same.*

Company Name \_\_\_\_\_ Phone # \_\_\_\_\_

Vendor Signature \_\_\_\_\_ Date \_\_\_\_\_

***Must include and return with RFP package***



CAMERON COUNTY

PROVIDER QUALIFICATIONS

Please complete all fields below. If not applicable, please mark with N/A

Firm Name: \_\_\_\_\_

Legal Name (if different): \_\_\_\_\_

Auctioneer License No. \_\_\_\_\_

Bonded amount: \_\_\_\_\_

**Must be a minimum of \$250,000.00**

Years in Business: \_\_\_\_\_

Number of years providing similar service: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email of Contact Person: \_\_\_\_\_

Number of Full Time Employees: \_\_\_\_\_

Name and Experience of Proposed Point of Contact for this Proposal:

\_\_\_\_\_  
\_\_\_\_\_

(Maximum 10 pages)

***Must include and return with RFP package***

**END OF ADDENDUM # 1**