



1701 MOUNTAIN INDUSTRIAL BOULEVARD, STONE MOUNTAIN, GA 30083
<https://dekalbschoolsga.ionwave.net/Login.aspx>

September 23, 2024

**TO: ALL BIDDERS UNDER INVITATION TO BID
ITB 25-549 – Automotive and Bus Repair Services**

FROM: Procurement Department, DeKalb County School District

ADDENDUM NO. 1

ITB 25-549 – Automotive and Bus Repair Services is hereby amended as follows:

1. Refer to **ITB 25-549 – Automotive and Bus Repair Services Solicitation Document, Schedule of Events and DeKalb County School District Solicitation Contact Person, Page 1.**
2. The following has been corrected:
 - **Pre-bid Conference will be hosted on September 24, 2024, at 2:00 PM EST.**
 - **DeKalb County School District Solicitation Contact Person's number for Fred Christopher, Procurement Manager III, is (678) 676-0217.**
3. All other conditions remain in full force and effect.
4. All offerors under this solicitation are kindly requested to acknowledge receipt of this **Addendum No. 1** by signing the page below and uploading with your proposal.

First Services, a part of First Student, Inc.

Brian Beechem, Officer, Assistant Secretary

COMPANY NAME/CERTIFYING OFFICIAL SIGNATURE



ITB 25-549 Addendum 1

ITB 25-549 Automotive and Bus Repair Services

Issue Date: 9/12/2024

Questions Deadline: 9/27/2024 12:00 PM (ET)

Response Deadline: 10/10/2024 02:00 PM (ET)

Non-Capital

Event Information

Number: ITB 25-549 Addendum 1
Title: ITB 25-549 Automotive and Bus Repair Services
Type: ITB-Non Capital
Issue Date: 9/12/2024
Question Deadline: 9/27/2024 12:00 PM (ET)
Response Deadline: 10/10/2024 02:00 PM (ET)
Notes: The DeKalb County School District (DCSD) is seeking bids from qualified bidders with professional qualifications, technical competence, and specialized experience to provide Automotive and Bus Repair Services as outlined in the scope of work.

Bid Activities

Optional Virtual Pre-Bid Conference

9/24/2024 2:00:00 PM (ET)

An **optional virtual pre-bid conference** will be held via Microsoft Teams at **2:00 PM EST on Tuesday, September 24, 2024.**

Prospective offerors must provide the following information by **5:00 PM EST, on Monday, September 23, 2024:**

Name and Title

Company Name

Telephone Number

Email Address

This information must be sent to solicitationquestions@dekalbschoolsga.org. Please enter “**Optional Virtual Pre-Bid Conference – ITB 25-549 Automotive and Bus Repair Services**” in the subject line of your email.

An invitation will be sent via Microsoft Teams to those providing the above information no later than **Tuesday, September 24, 2024, by 1:00 PM EST.**

Q&A Submission Deadline

9/27/2024 12:00:00 PM (ET)

It is intended that this **ITB** be adequate for any bidder to respond to DCSD's requirements.

However, should bidders have questions, all questions shall be submitted electronically to:
<https://dekalbschoolsga.ionwave.net>

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Questions submitted to any other mailbox, voice mail or e-mail address will not be considered for response.

The deadline to submit questions is **Friday, September 27, 2024, 12:00 PM EST**.

Questions received after the deadline will not be considered.

Q&A Responses

10/4/2024 4:30:00 PM (ET)

All questions received by the deadline on **Friday, September 27, 2024** shall be answered in writing; both the questions and answers will be posted to the following website **<https://dekalbschoolsga.ionwave.net>** on or before **Friday, October 04, 2024, 4:30 PM EST**.

Responses to questions will not be posted on official DCSD holidays.

Bid Submission Deadline

10/10/2024 2:00:00 PM (ET)

All potential bidders must register as a vendor at <https://dekalbschoolsga.ionwave.net>.

Bids in response to this ITB must be received electronically via IonWave no later than **2:00 PM EST, Thursday, October 10, 2024**.

Bids received after the stated deadline will not be considered.

The public bid opening will be held virtually through **Microsoft Teams on Thursday, October 10, 2024, at 3:00 PM EST.**

Those who would like to attend the virtual public bid opening, please register no later than **Wednesday, October 09, 2024, by 5:00 PM EST**, by sending an email to ***solicitationquestions@dekalbschoolsga.org***.

Please enter **“Public Bid Opening -ITB 25-549 Automotive and Bus Repair Services”** in the subject line of your email.

An invitation will be sent via Microsoft Teams to those participants no later than **Thursday, October 10, 2024, by 2:00 PM EST.**

Bid Attachments

ITB_25-549_Automotive_and_Bus_Repair_Services Solicitation Document.pdf	Download
ITB 25-549 Automotive and Bus Repair Services Solicitation Document	
ITB 25-549 Addendum No. 1.pdf	Download
ITB 25-549 Addendum No. 1 (Upload required)	

Requested Attachments

ITB Document – ITB 25-549 Automotive and Bus Repair Services

(Attachment required)
Upload required for ITB Document – ITB 25-549 Automotive and Bus Repair Services here.

Financial Statement 2022

(Attachment required)
Upload required for Financial Statement 2022 here.

Financial Statement 2023

(Attachment required)
Upload required for Financial Statement 2023 here.

Business License

(Attachment required)
Upload required for Business License here.

Certificate of Insurance

(Attachment required)
Upload required for Certificate of Insurance here.

Attachment A- Bid Form

(Attachment required)
Upload required for Attachment A- Bid Form here.

Attachment B – Critical Paragraphs

(Attachment required)
Upload required for Attachment B - Critical Paragraphs here.

Attachment C- Bidder’s Client Reference Form (1)

(Attachment required)
Upload required for Attachment C- Bidder’s Client Reference Form (1) here.

Attachment C- Bidder's Client Reference Form (2)

(Attachment required)

Upload required for Attachment C- Bidder's Client Reference Form (2) here.

Attachment C- Bidder's Client Reference Form (3)

(Attachment required)

Upload required for Attachment C- Bidder's Client Reference Form (3) here.

Attachment D – Statement of Confidentiality and Non-Disclosure

(Attachment required)

Upload required for Attachment D – Statement of Confidentiality and Non-Disclosure here.

Attachment E- Suspension and Debarment

(Attachment required)

Upload required for Attachment E- Suspension and Debarment here.

Attachment F– Conflict of Interest

(Attachment required)

Upload required for Attachment F– Conflict of Interest here.

Attachment G – Immigration & Security Certification

(Attachment required)

Upload required for Attachment G – Immigration & Security Certification here.

Attachment H- Non-Collusion

(Attachment required)

Upload required for Attachment H- Non-Collusion here.

Attachment I – Signature Page

(Attachment required)

Upload required for Attachment I – Signature Page here.

Addendum No. 1

(Attachment required)

Upload required for Addendum No. 1 here.

Brochures, Catalogs, Manuals, Websites, Literature, and other marketing media

Upload is optional for marketing media.

Supplier Information

Company Name: First Services, a part of First Student, Inc.

Contact Name: Edmund Dixon

Address: 191 Rosa Parks Street 8th Floor, Cincinnati, Ohio 45202

Phone: 513-241-2200 (Corporate HQ)

Fax: 513-419-3207

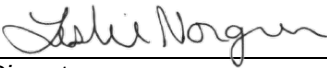
Email: Edmund.Dixon@firstgroup.com

Supplier Notes

By submitting your response, you certify that you are authorized to represent and bind your company.

Leslie Norgren, Vice President First Services

Print Name



Signature