

**PURCHASING DEPARTMENT**  
140 STONEWALL AVENUE WEST, STE 204  
FAYETTEVILLE, GEORGIA 30214  
PHONE: 770-305-5420  
[www.fayettecountyga.gov](http://www.fayettecountyga.gov)

October 5, 2017

**Subject: IFB#1401-B: Sale of Stormwater Utility Accounts Receivables – Addendum #1**

Dear Sir or Madame:

Included herein is additional information and clarification for the above referenced request for quotes. Please consider all of this information when preparing your quote.

- 1. Please confirm the due date for this procurement is 10/31/2017. The RFP document states the due date is Tuesday October 30, 2017. But your website states bids are due October 31, 2017.**

Bids are due Tuesday, October 31, 2017.

- 2. What is the reasoning behind cancelling RFP 1330-B due 9/14/2017 and releasing the current RFP, RFP 1401-B?**

There were a significant number of small accounts in the previous Invitation for Sale by Sealed Bid. Accounts with balances lower than \$100.00 were not included in the new solicitation, to make it more attractive to potential bidders.

- 3. What account level detail will the winning bidder receive (e.g. First Name, Last Name, SSN, Address, City, State, Zip, etc.)? Also, what type of supporting documentation will be available to validate the receivables in the event of a dispute?**

A. ACCOUNT DETAILS:

Each bill is assessed to the owner of the property; therefore, the name(s) on each account are based on the Warranty Deed for the property. Each deeded person is listed on the account. Social Security Numbers cannot be provided since they were not collected for the accounts. A report will be generated that provides the following, at a minimum:

- First name, middle name/initial (if listed on deed), and last name of each deeded owner on the account
- Entity name (if deeded to a business)
- Physical address of the property billed. If the property has a home, it will list the street address, city, state and zip. If the property has not been developed, it will provide a description (e.g. Sandy Creek Road).
- Billing address of the property owner
- Billing address history (if address has been changed on the account, each address will be included)
- Parcel number
- Phone numbers (if listed on the account)

- h) Email address (if listed on the account)
- i) Stormwater utility account number

B. SUPPORTING DOCUMENTS:

A report will be provided that will include each annual bill for each outstanding account. The bills will serve as validated annual assessments. If an account was assessed a late fee, or credits were removed from the account, they are only listed as adjustments on the bill.

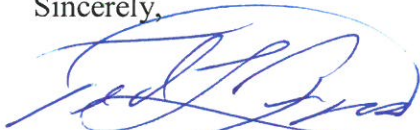
Received by \_\_\_\_\_ Company \_\_\_\_\_

Note: If this addendum is not returned to the Fayette County Purchasing Department or if it is returned not signed, all responders shall still be responsible for the requirements of this addendum and the specifications or changes herein.

The received by date for this invitation for bid has not changed. **The received by date is: 3:00pm, Tuesday, October 31, 2017.**

Thank you for your attention to this matter

Sincerely,



Ted L. Burgess  
Director of Purchasing

TLB/tc

Attachment