



## CITY OF PANAMA CITY BEACH

November 13, 2023

### ADDENDUM NO. 1

## PCB24-09 ITB GPS FLEET MANAGEMENT SYSTEM

### Questions:

1. What fleet management system is the City currently utilizing to manage the City fleet?

**A. See section 2. BACKGROUND in the Request for Proposals section. The City currently uses a Geotab solution.**

2. Is there a vehicle list available from the City (different vehicles require different equipment types, which may change the pricing such as vehicles requiring PTO)?

**A. Provided as part of Addendum**

3. Can the City provide a more specific count for Light Duty, Heavy Duty, Non powered/powering assets, and units requiring PTO?

**A. Provided as part of Addendum**

4. Are there existing GPS devices to be removed from the assets/vehicles?

**A. Geotab devices are currently installed in the vehicles.**

5. Will all the vehicles be in one location for the initial installation of the devices?

**A. The vehicles will be primarily located at 2 locations. There might be some installations required on ATV's at some nearby satellite locations.**

6. Please provide a list of assets with the model year.

**A. Provided as part of Addendum**

7. Are there any pre-1996 vehicles?

**A. See Addendum**

PCB24-09 RFP GPS FLEET MANAGEMENT SYSTEM

8. Please clarify that is needed in the executive summary.  
**A. A summary of how a firm will accomplish the scope of services.**
9. Please explain why you are considering other options outside of GeoTab.  
**A. The City's charter requires us to go out to bid for our GPS Fleet Management system.**
10. Is there an asset list available?  
**A. Provided as part of Addendum**
11. The RFP provides a list of required forms ad all of them are included in the RFP document except for "Proposer's Certification".  
**A. This was an administrative oversight. The Proposer's Certification Form has been attached to this addendum.**
12. Due to the Thanksgiving holiday, would the City please consider a small 1 week extension (or even a couple of days)?  
**A. No.**
13. Do the City vehicles currently have any other devices plugged into the vehicle diagnostic ports, such as a fueling system?  
**A. No.**
14. In the event a simple plug and play OBD-II device is appropriate, is the City willing to perform the very simple/quick self-installation of these types of devices? What about self-installing wired devices? (It will cost less)  
**A. The desired installation requirements are outlined in the RFP**
15. Does the City want to track any sensor inputs or other functions on its vehicles, such as PTO, brooms, armatures, loaders, light bars, sirens, etc.?  
**A. The City is interested in reviewing options that a proposer submits.**
16. Why is the City looking to replace the GeoTab system ad not renew the existing contract?  
**A. The City's charter requires us to go out to bid for our GPS Fleet Management system.**
17. Are there any third party systems that the City wants to integrate with, such as a fleet maintenance system, fueling system, or GIS?  
**A. The city is interested in reviewing options that a proposer submits. The City does not currently have any of these systems in place.**
18. In reviewing Exhibit A – Insurance Requirements, our legal department has asked if we can make redlines to Exhibit A? If red lines are not acceptable, can we provide our standard certificate of insurance in lieu of initialing Exhibit A – Insurance Requirements?  
**A. Upon further review, the insurance requirements will remain as stated in the RFP.**

PCB24-09 RFP GPS FLEET MANAGEMENT SYSTEM

19. Will the City remove the devices of previous GPS Fleet Management solution before install?

**A. No.**

20. Will you provide a full vehicle list?

**A. See Addendum**

21. What vehicles and how many vehicles will need to have PTO functionality?

**A. See Addendum – the best available information is provided in that.**

22. What Fuel Management system does the City currently use?

**A. Fuel Master**

23. What Fleet Management system does the City currently use?

**A. The City does not currently have a Fleet Management System.**

24. Do you currently use/have dash cams? Or is that a requirement?

**A. The RFP outlines that a system *should* be able to integrate with dashcams.**

25. My understanding is that you are leveraging Geotab on 233 of the 395 vehicles/assets in your fleet. Is there hardware on the other devices? Is so, what?

**A. No.**

26. Responses are due on November 27<sup>th</sup> and you mention wanting to have a decision by December 1<sup>st</sup>. Does that mean your thought or expectation is to have the finalists present their solution the week of November 27<sup>th</sup>?

**A. The review committee meets on December 1<sup>st</sup>, if they request demonstrations, they would be held sometime in early December.**

27. Referencing Scope of Services 1.02 Specifications and Functionality – Item cc – Can you provide detailed expectations for a fleet maintenance and inventory system? Additionally, what kind of data should the City expect from the system through interface?

**A. The City does not have such a system in place. We encourage bidders to offer up if they have the capability to interface with fleet maintenance and/or inventory system(s). If a system has such a capability, a vendor can provide examples of what systems they interface with.**

28. Do you currently use any dash cameras? If yes, Can you please provide the make and model? Is there a scope for the vendor to provide any dash cameras to the City?

**A. The City does not currently use dash cameras. There is no scope to provide.**

29. Can you provide a complete vehicle list?

**A. Provided as part of Addendum**

**PROPOSER'S CERTIFICATION**

I have carefully examined the Request for Proposal, and any other documents accompanying or made a part of this RFP.

I certify that all information contained in this submittal is truthful to the best of my knowledge and belief. I further certify that I am duly authorized to submit this Request for Proposal.

I further certify, under oath, that this submittal is made without prior understanding, agreement, connection, discussion, or collusion with any other person, firm or corporation submitting an RFP for this proposal; no officer, employee or agent of the City of Panama City Beach or of any other proposer interested in said submittal; and that the undersigned executed this Proposer's Certification with full knowledge and understanding of the matters therein contained and was duly authorized to do so.

NAME OF BUSINESS: \_\_\_\_\_

BY: \_\_\_\_\_

SIGNATURE

NAME & TITLE, TYPED OR PRINTED: \_\_\_\_\_

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

CITY, STATE, ZIP CODE: \_\_\_\_\_

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

EMAIL: \_\_\_\_\_

State of: \_\_\_\_\_

County of: \_\_\_\_\_

Acknowledged and subscribed before me on the \_\_\_\_\_ day of \_\_\_\_\_,  
2023, by \_\_\_\_\_, as the \_\_\_\_\_  
of [business] \_\_\_\_\_.

\_\_\_\_\_  
Signature of Notary

Notary Public, State of \_\_\_\_\_

Personally Known \_\_\_\_\_-OR- Produced Identification of: \_\_\_\_\_.

# Device Report

## City of Panama City Beach

| Vehicle                       | Description            |
|-------------------------------|------------------------|
| 10F5                          |                        |
| A04E - Not Working            |                        |
| A-1                           | 2008 F-150             |
| A1 - ATV POLARIS              | 2023 Polaris           |
| A3 - ATV POLARIS [BAD]        | 2002 F-150             |
| A3D7 - Good                   | ATV                    |
| A4AF - BAD                    | 2021 F-250             |
| A9 - ATV Honda                | ATV                    |
| ATV - C7 Honda OUT OF SERVICE | ATV                    |
| B-1                           | 2021 Colorado          |
| B-2                           | 2013 F-150             |
| Battalion 30                  | 2019 F-150             |
| Beach Safety ATV - 1          |                        |
| Beach Safety ATV - 2          | 2018 F-150             |
| Beach Safety ATV - 31         | 2018 F-150             |
| Brush 30                      | 2011 Ram Chassis Cab   |
| C-1 - Lanie                   | 2018 Ram 1500          |
| C-10 UTV                      | UTV                    |
| C-11 UTV                      | UTV                    |
| C-2 - Carol                   | 2012 Silverado         |
| C-2 - Carol - NEW             | 2023 Nissan Frontier   |
| C-3 Stella                    | 2012 Silverado         |
| C-5 - Jason                   | 2020 Ram 1500          |
| C-6 - Deborah                 | 2020 Ram 1500          |
| Chief 30                      | 2019 Tahoe             |
| Deputy Chief 30               | 2019 Tahoe             |
| Division Chief 30             | 2019 Tahoe             |
| E-1                           | 2012 F-150             |
| E-2                           | 2020 F-150             |
| E-6                           | 2012 F-150             |
| Engine 30                     | Fire Engine            |
| Engine 31                     | Fire Engine            |
| Engine 32                     | 2019 Fire Truck Pierce |
| FD - Director 30              | 2022 Colorado          |
| FD - Engine 30 New            | 2022 Fire Truck Pierce |
| FD - Inspector 30             | 2015 Ford Explorer     |
| FD - Inspector 31             | 2018 Ram 1500          |
| FD - Rescue 31                | 2017 F-150             |

|                 |                        |
|-----------------|------------------------|
| FD - SURF - 30  | 2019 Ram 1500          |
| FD - SURF - 31  | 2019 Ram 1500          |
| FD - SURF - 32  | 2019 Ram 1500          |
| Ladder 30       | 2017 Fire Truck Pierce |
| NEW C-2 - Carol | 2023 Nissan Frontier   |
| P-14            | 2023 Chevy Silverado   |
| P-6             |                        |
| P-7             | 2002 F-150             |
| Park Admin      | 2002 F-150             |
| PD              | 2013 F-150             |
| PD              | 2013 F-150             |
| PD              | 2020 Explorer          |
| PD              | 2021 Tahoe             |
| PD              | 2020 Explorer          |
| PD              | 2016 Silverado         |
| PD              | 2017 Charger           |
| PD              | 2016 Charger           |
| PD              | 2018 Ram 1500          |
| PD              | 2013 Silverado         |
| PD              | 2013 Tahoe             |
| PD              | 2020 Explorer          |
| PD              | 2019 Explorer          |
| PD              | 2017 Charger           |
| PD              | 2017 Charger           |
| PD              | 2017 Charger           |
| PD              | 2017 Charger           |
| PD              | 2017 Charger           |
| PD              | 2017 Charger           |
| PD              | 2017 Charger           |
| PD              | 2017 Charger           |
| PD              | 2019 Ram 1500          |
| PD              | 2020 Explorer          |
| PD              | 2020 Explorer          |
| PD              | 2021 Tahoe             |
| PD              | 2020 Explorer          |
| PD              | 2020 Explorer          |
| PD              | 2020 Explorer          |
| PD              | 2020 Explorer          |
| PD              | 2020 Explorer          |
| PD              | 2020 Explorer          |
| PD              | 2020 Explorer          |
| PD              | 2014 Charger           |
| PD              | 2020 Explorer          |

|                                 |                 |
|---------------------------------|-----------------|
| PD                              | 2020 Explorer   |
| PD                              | 2020 Explorer   |
| PD                              | 2014 Charger    |
| PD                              | 2019 Explorer   |
| PD                              | 2019 Explorer   |
| PD                              | 2019 Explorer   |
| PD                              | 2021 Tahoe      |
| PD                              | 2018 Explorer   |
| PD                              | 2014 Charger    |
| PD                              | 2019 Explorer   |
| PD                              | 2019 Explorer   |
| PD                              | 2018 Explorer   |
| PD                              | 2021 Tahoe      |
| PD                              | 2017 Explorer   |
| PD                              | 2021 Tahoe      |
| PD                              | 2020 Explorer   |
| PD                              | 2018 Explorer   |
| PD                              | 2016 Explorer   |
| PD                              | 2019 Explorer   |
| PD                              | 2019 Explorer   |
| PD                              | 2019 Explorer   |
| PD                              | 2017 Explorer   |
| PD                              | 2021 Tahoe      |
| PD                              | 2018 Explorer   |
| PD                              | 2019 Explorer   |
| PD                              | 2019 Explorer   |
| PD                              | 3+ Days Offline |
| PD                              | 2020 Explorer   |
| PD                              | 2016 Silverado  |
| PD                              | 2021 Tahoe      |
| PD                              | 2019 Ram 1500   |
| PD                              | 2019 Ram 1500   |
| PD                              | 2016 Silverado  |
| PD                              | 2020 Explorer   |
| PD                              | 2018 Explorer   |
| PD                              | 2016 Charger    |
| Pier 1                          | 2016 F-150      |
| Pier 3                          | 2021 F-150      |
| Rescue 30                       | 2021 Silverado  |
| Rescue 32                       | 2014 F-150      |
| S/HE-1 ( Bush hog with Batwing) |                 |
| S/HE-2 ( Bush hog with Batwing) |                 |

|                   |                             |
|-------------------|-----------------------------|
| S/HE-3 (Boom Axe) |                             |
| S/HE-4 (Backhoe)  |                             |
| S/HE-5            |                             |
| S/SE-1(Koz)       |                             |
| S/SE-2(Shane)     |                             |
| S/SE-3(Koz)       |                             |
| S/SE-4(Shane)     |                             |
| S/UTV-1           |                             |
| S/UTV-2           |                             |
| S/UTV-3           |                             |
| S/UTV-3(Landon)   |                             |
| S/UTV-4           |                             |
| S/UTV-5           |                             |
| S/UTV-6           |                             |
| S/UTV-7           |                             |
| S-1/Johnny        | 2013 F-250                  |
| S-10/Brent        | 2016 F-750                  |
| S-11/Spare        | 2003 Sterling Truck Acterra |
| S-12/Spare        | 2018 F-150                  |
| S-13              | 2007 F-450                  |
| S-14/Spare        | 2011 Freightliner M2        |
| S-15/Adam         | 2019 International MA025    |
| S-16/Jeremiah     | 2020 F-150                  |
| S-17/Sandi        | 2020 International MA025    |
| S-18              | 2022 Ram 5500               |
| S-2/Koz           | 2010 F-150                  |
| S-20              | GMC Sierra HD 2023          |
| S-3/Ervin         | 2019 F-150                  |
| S-4/Kevin         | GMC Sierra HD 2023          |
| S-5               | 2012 F-150                  |
| S-6/Shane         | 2016 F-250                  |
| S-7               | 2019 F-250                  |
| S-8/Landon        | GMC Sierra HD 2023          |
| S-9               | GMC Sierra HD 2023          |
| Spare AAF0        |                             |
| Special Ops       | 2005 Chevrolet C4           |
| SW-1              | 2019 F-250                  |
| SW-3              | 2023 Toyota Tacoma          |
| SW-4              | 2008 F-450                  |
| SW-5              | 2016 F-150                  |
| SW-7              | 2016 F-150                  |
| SW-8              | 2017 F-250                  |



|             |                   |
|-------------|-------------------|
| SW-9        | 2021 F-150        |
| Test Device | 2020 Explorer     |
| U-1         | 2016 F-150        |
| U-10        | 2004 F-150        |
| U-12        | 2021 F-250        |
| U-14        | 2014 F-150        |
| U-15 - 2021 | 2021 F-250        |
| U-17        | 2023 Silverado    |
| U-18        | 2012 F-150        |
| U-2         | 2016 F-150        |
| U-20        |                   |
| U-22        | 2016 F-150        |
| U-23        | 2011 F-150        |
| U-26        | 2017 F-250        |
| U-28        | 2021 F-150        |
| U-29        | 2017 F-250        |
| U-3         | 2023 Silverado    |
| U-30        | 2015 Ford Transit |
| U-31        | 2015 Ford Transit |
| U-32        | 2019 Ford Transit |
| U-33        | 2016 F-250        |
| U-34        | 2016 F-250        |
| U-35        | 2017 F-250        |
| U-36        | 2017 F-250        |
| U-4         | 2021 Ford Transit |
| U-40        | 2014 F-150        |
| U-41        | 2023 Silverado    |
| U-43        | 2015 F-450        |
| U-44        | 2012 F-150        |
| U-45        | 2021 F-450        |
| U-46        | 2016 F-450        |
| U-47        | 2016 F-450        |
| U-49        | 2017 F-450        |
| U-5         | 2014 F-150        |
| U-51        | 2012 F-150        |
| U-52        | 2014 F-150        |
| U-53        | 2021 F-150        |
| U-54        | 2023 Silverado    |
| U-55        | 2015 F-250        |
| U-56        | 2017 F-450        |
| U-57        | 2017 F-250        |
| U-58        | 2016 F-150        |

|            |                   |
|------------|-------------------|
| U-59       | 2017 F-250        |
| U-60       | 2017 F-250        |
| U-61       | 2017 F-250        |
| U-7        | 2016 F-150        |
| U-70       | 2015 Ford Transit |
| U-71       | 2022 Ford Transit |
| U-72       | 2015 Ford Transit |
| U-74       | 2014 F-150        |
| U-76       | 2016 Ford Transit |
| U-8        | 2015 Ford Transit |
| U-80       | 2010 F-150        |
| U-81       | 2008 F-150        |
| U-82       | 2018 F-150        |
| U-83       | 2019 F-250        |
| U-88       | 2019 F-150        |
| Utility 30 | 2010 Suburban     |