

July 03, 2019

RFP 683484 – Maintenance Repair and Operation (MRO) Supplies and Other Related Products & Services

The pre-proposal WebEx conference for E&I RFP 683484 for Maintenance Repair and Operation (MRO) Supplies and Other Related Products & Services was held on June 25, 2019 at 11:30 AM ET. The following companies had representatives on this call or requested a copy of this RFP;

Alps Controls	Kimball Midwest
Amazon Business	Lowe's
BT Supplies West, Inc.	Magaway Fire, LLC
Building Material Supply, Inc	McKinstry
C3Plus, Inc.	McMaster Carr
C&C Janitorial Supplies, Inc.	MSC Industrial Supply Co.
Fastenal	New England Pump and Valve
Ferguson Facilities Supply	Noble Supply & Logistics
Global Equipment Company, Inc.	Northern Safety
The Granite Group	Office Depot
Grainger	Sherwin Williams
HD Supply	Steam Supply
Hilti, Inc.	The Part Works, Inc.
Home Depot PRO (f/k/a SupplyWorks)	Turtle & Hughes Integrated Supply
Horizon Online	Uline
John Drake	

Questions and Answers

The following questions were sent to E&I by Friday June 28, 2019.

1. In Part 2, Section 2.4 “Pricing” on pages 8 & 9 – Does the List Price file need to be submitted with the RFP response or upon award?

Answer 1: The List Price file shall be submitted with the RFP response in electronic, Microsoft Excel, format.

2. In Part 2, section 2.13, “Delivery” on page 12, third paragraph; please clarify the first sentence that reads “A member may request overnight delivery of products not normally stocked by the Supplier through their distribution center overnight at no additional charge.”

Answer 2: This sentence refers to items that are drop shipped. Items not stocked by the Supplier need to be shipped via Overnight delivery at no additional charge.

3. In Attachment A1, Tab B, Category Price List, clarify the instructions

Answer 3: Instruction number 2, says “Column C - Provide the proposed discount for each available category.” This is the instructions for Column D.

Instruction number 3 says “Column D must contain the price list number for the current list price being proposed.” This is the instruction for Column E.

Instruction number 4 says “Column E - provide any notes per category that will help the evaluation Team understand your price proposal by category.” This is the instruction for Column F.

Addition to the Scope of Services, Section 2.4 – “Central Receiving & Last Mile Distribution Fee”

Central Receiving & Last Mile Distribution Fee

Members may operate a Central Receiving warehouse that will be used for most campus deliveries providing Supplier with the ability to ship in palletized, bulk deliveries. While the catalog pricing submitted in this RFP should be the same for direct or palletized shipments, the members with Central Receiving will charge a fee to the Supplier for all centralized shipments in the form of a “Last Mile Distribution Fee” (the Fee). For members with Central Receiving, the Supplier shall pay the Fee, in an amount negotiated between the Supplier and the member based on the gross funds received by the Supplier from that specific member. This fee will apply to any and all products sold by the Supplier that are delivered to that member’s Central Receiving location.

The Fee, by member, will be calculated and reported quarterly based on all sales transacted. The Supplier will submit the Fee, along with quarterly reports documenting all sales, to the member within 30 days following the end of each calendar quarter. Each quarterly report shall include as a minimum, all purchased goods, price paid, and quantity, by individual purchasing agency, for all sales within the prior calendar quarter.

These changes constitute an addendum to the above referenced RFP and are made a part thereof.

Please sign below and return the addendum with your RFP response to acknowledge receipt of the addendum. Thank you.

Regards,

DocuSigned by:
Bob Solak
D45137224AFE4F8...
Bob Solak

Contract Manager, Facilities

cc: Saul Alvarado, Vice President, Facilities

(Supplier)

(Authorized Signature)

(Printed Name)

(Title)

(Date)