



Finance Office - Procurement Management

Addendum # 2	Automotive Parts and Accessories for Light, Medium Heavy Duty Vehicles ITB #269-2016-070
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To: All Prospective Bidders
 Date: June 30, 2016
 Subject: Addendum # 2– ITB #269-2016-070 Automotive Parts and Accessories for Light, Medium, Heavy Duty Vehicles

Please note the specification changes/modifications below for the ITB.

Item #	Page #	Section #	Specification(s)	Change(s) Modification(s)
1	N/A	Attachment 1, 2 & 3	Pricing	<p>Modification: Attachments 1, 2, & 3 have been revised. Bidders must submit the revised Attachments dated June 30, 2016 (included in this Addendum #2) with their bid response to be considered. To receive the Attachments in Excel format (required) please contact Karen Ewing at kewing@charlottenc.gov</p>
2	51-62	Seven	Administration Agreement	<p>Bidder Question: Is the Administration Agreement subject to negotiation?</p> <p>Answer: Please refer to Section One, Paragraph 1.5.2 on page 9 of the ITB.</p>
3	7 & 8	One	Branding and Logo Compliance	<p>Bidder Question: The contractor is required to grant USC a worldwide and transferable license to our marks (logos, brand names, etc.). Would Charlotte/USC be willing to consider a limited license with approval rights over each use?</p> <p>Answer: For specifics on Supplier name and logo use, please refer to Section Seven, Administration Agreement, Paragraph 3.3, (d) (i) on pages 56-57 of the ITB. Additionally, see answer to Question 2.</p>
4	4 & 5	One	Corporate Commitment	<p>Bidder Question: We're asked to represent and warrant that national/senior management fully support the USC program. What would satisfy that requirement?</p>

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				<p>Answer: As a part of Section Seven, Supplier Information, National Commitments, Supplier is required to acknowledge its understanding and acceptance of the Supplier Qualifications Commitments, including that the Master Agreement will be actively supported by the Supplier's senior executive management. The role of senior executive management is to support the Master Agreement overall, reinforce engagement at the local level, as well as participate in review meetings periodically throughout the term of the Master Agreement to ensure the commitments of the program are being met.</p>
5	55	3.3 b (iv)	Questions	<p>Bidder Question: Section 3.3-b-iv (p.55), specifies how the contractor is supposed to deal with other agencies that solicit bids. Is this a condition of doing business with Charlotte/USC?</p> <p>Answer: See answer to Question 2.</p>
6	112	9	FEMA Terms	<p>Bidder Question: If an agency uses funds from FEMA for purchases, then we're required to comply with a half-dozen additional regulations. Can these be removed? Are they required by Charlotte and USC or just one or the other? Is this a federally funded project?</p> <p>Answer: The FEMA Terms and Conditions Addendum is included in Section Nine to allow Participating Public Agencies to utilize the contract in the event of an emergency where FEMA funds are used and they may not be removed. The Federal Government requires these Terms and Conditions when utilizing FEMA funds. It is up to the Supplier to ask the Participating Public Agency if it is using FEMA funding to see if these obligations do in fact apply.</p>
7	N/A	N/A	N/A	<p>Bidder Question: Can a supplier bid on only the City of Charlotte portion of the project? Thus eliminating the terms and conditions and response sections that are only applicable to the national cooperative contract?</p> <p>Answer: No</p>
8	N/A	N/A	N/A	<p>Bidder Question: The bidder's catalog is not available on CD or flash drive. Will the City/USC accept online versions of the catalog in place of the CD/flash drive version for both</p>

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				<p>the bid submission and subsequent contract?</p> <p>Answer: No. We must receive the catalog on flash drives that are in Excel format.</p>
9	31	5.12	Warranty	<p>Bidder Question: The majority of suppliers that could potentially bid on this project do not design or manufacture the goods they would be supplying during completion of this contract. As a result, they would be unable to warrant that the goods conform to specifications beyond the manufacturer's specifications. Would Charlotte/USC be willing to amend this section to reflect that?</p> <p>Answer: No.</p>
10	N/A	N/A	N/A	<p>Bidder Question: What are Charlotte/USC's auditing guidelines and procedures for bidder's with stores outside of company ownership (franchise locations) to make sure the franchisees are following the contract policies?</p> <p>Answer: Supplier is required to adhere to the Terms and Conditions of this ITB, including its franchise locations. Audit procedures will not vary for owned stores versus franchise locations.</p>
11	59	5.1	Administration Agreement Fees & Reporting	<p>Bidder Question: Are the administrative fees subject to negotiation?</p> <p>Answer: See answer to Question 2.</p>
12	59	5.1	Administration Agreement Fees & Reporting	<p>Bidder Question: How are the administrative fees allocated?</p> <p>Answer: Administrative fees are shared with national sponsors, state association sponsors and lead public agencies.</p>
13	N/A	N/A	N/A	<p>Bidder Question: What is/are USC's competitive advantage(s) when compared to other national cooperatives?</p> <p>Answer: U.S. Communities provides world class procurement resources and solutions to local and state government agencies, school districts, higher education and nonprofits. Here are some key advantages:</p> <ul style="list-style-type: none"> ➤ The credibility of the program is based on its rigorous supplier commitments and standards to ensure public agencies interests are served. ➤ Contract awards are by well recognized Lead

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				<p>Public Agencies to ensure an open and competitive solicitation process and program is overseen by an Advisory Board of key public procurement professionals.</p> <ul style="list-style-type: none"> ➤ The organization has a dedicated team of field and administrative professionals to ensure Supplier performance and public agency benefit. ➤ It is the only cooperative founded by four leading national governmental organizations: National Association of Counties (NACo), National League of Cities (NLC), The United States Conference of Mayors, and Association of School Business Officials (ASBO). Additionally, the National Governors Association (NGA) is a national sponsor and there are over 90 state associations that support the program. ➤ Suppliers have access to a database of the 55,000 public agencies that are registered with the program.
14	N/A	N/A	N/A	<p>Bidder Question: Would USC be willing to add provisions to the contract that allow for the contractors to audit the cooperative annually?</p> <p>Answer: See answer to Question 2.</p>

In order to constitute a complete proposal/bid response you must acknowledge receipt of this addendum with the Addenda Receipt Confirmation Form in Section 6 of the ITB in your Bid.

Any Bidder not acknowledging receipt of an issued addendum may not be considered.

In the event additional changes or clarifications to this ITB are warranted, all Bidders are responsible for monitoring www.ips.state.nc.us or for additional addenda.

We appreciate your interest in doing business with the City of Charlotte and look forward to receiving a Bid from your company.

Sincerely,

Karen Ewing
Deputy Chief Procurement Officer

cc: ITB File