



ADDENDUM # 1

DATE: June 14, 2023

REFERENCE: Request for Proposal: R-LD-23013
RFP Issue Date: May 24, 2023
Title: Automotive Parts and Accessories for Light, Medium, Heavy Duty Vehicles and Related Products and Services
Sealed Bid Due Date: June 27, 2023 @ 2:00 pm EST

All Bidders are advised of the following changes and clarifications in the referenced solicitation:

Questions:

1. **Question:** My company sells suspension parts and services for light trucks, heavy trucks, trailers and fire equipment. Would it be useful to the county for us to bid on this contract due to the specialized services we provide?

Response: PWCS cannot advise a company whether or not to submit a proposal. The main purpose of this contract will be for aftermarket auto parts. Please refer to the RFP Statement of Need, Section 6.

2. **Question:** Is there a list of locations that typically require deliveries for the auto parts bid?

Response: For PWCS: The majority of deliveries will be to our main location at Brentsville Shop, 12153 Hooe Road, Bristow, VA 20136, unless special arrangements are made. All additional sites are located within Prince William County, Virginia. See the response to Question 5. For the list of additional sites.

3. **Question:** We see the estimated value of this is \$100 Million. Is that what the aggregated auto parts sales are through all OMNIA Partners suppliers today?

Response: No, as stated under Special Provisions, Section 1, the \$100 Million is an estimated annual volume of Automotive Parts and Accessories for Light, Medium, Heavy-Duty Vehicles and Related Products and Services under the Master Agreement through OMNIA Partners.

4. **Question:** Are the terms "Supplier" and "Contractor" interchangeable throughout the bid docs or is a company only supplying products called a "Supplier" and those supplying services would be a "Contractor"?

Response: The terms "Supplier" and "Contractor" are interchangeable.

5. **Question:** How many locations does PWCS have where vehicles are maintained? We found one at 12153 Hoe Rd, but are there others? If so, what are those addresses?

Response: We have a total of six shop locations.

Shop 1 – Brentsville, 12153 Hooe Road, Bristow VA, 20136 (Main Location)
Shop 2 - Independent Hill, 14800 Joplin Road, Building 1, Manassas VA, 20112
Shop 3 - Potomac, 3435 Panther Pride Drive, Dumfries VA, 22026
Shop 4 – McCuin, 7900 Piney Branch Lane, Bristow VA, 20136
Shop 5 – Central, 14855 Dumfries Road, Manassas VA, 20112
Shop 6 – Western, 5728 Wellington Road, Gainesville VA, 20155

PURCHASING DEPARTMENT

6. **Question:** In the Proposal Submission Requirements it is stated that the proposal shall be submitted as ONE attachment and that the attachment should not exceed 25-34 MB. The electronic Catalog listing part numbers, descriptions, etc. alone is over 56,000 KB. The location list is 472 KB. All the other Attachments required for Tabs 1-9 are coming in around 1,800 KB. That equals about 67 MB before we add in other supplementary docs. Therefore, is it possible to break this up into perhaps 3 separate emails? For example, Tabs 1-6 in one email as one attachment, Tab 7 in another email as an attachment and Tabs 8-9 in a 3rd email as one attachment. This would ensure the emails go through.

Response: You may send more than one (1) email. In the subject of the email, you must insert the solicitation number and title of the proposal and the email number, for example: "RFP R-LD-23013 – Automotive Parts, Email 1 of 3". In addition, you may include a link for PWCS to access your catalog and price lists if the file size is large.

7. **Question:** For a bidder that submits pricing on multiple categories but only is awarded a contract on one or a few of the submitted categories, can OMNIA and the awarded bidder pursue other national opportunities on ALL the submitted categories or only pursue national opportunities on the awarded categories?

Response: As noted in Special Provisions, Section 1, each awarded Offeror may propose their complete product and service offering, or balance of line. PWCS reserves the right to accept or reject any or all balance of line items offered. This is also covered in Exhibit A, Section 3.2 A, each offeror awarded an item under this solicitation may offer their complete product and service offering/balance of line.

8. **Question:** We have the impression that OMNIA has not actually facilitated any contracts or purchases to public entities successfully and that it is in a startup phase with developing business model. While I can understand a reluctance to publish the exact figures of spend that has been directly created through OMNIA cooperative arrangement with government entities, could you tell us the range of OMNIA directly created spend over the last year using these or similar categories? 0-\$100,000, \$100,001-\$1,000,000, \$1,000,001-\$10,000,000, 10,000,001-\$25,000,000, \$25,000,000-\$100,000,000, \$100,000,001-\$1,000,000,000, Greater than \$1 billion. It would be helpful to know whether the OMNIA part of this RFP is worth pursuing given OMNIA apparent nascent situation.

Response: OMNIA Partners, Public Sector is the nation's largest and most experienced cooperative purchasing organization dedicated to public sector procurement. OMNIA has been operating for more than 20 years now and works with 33 lead agencies and has over 86k active parent agencies. Starting as Horizon Resource Group in 2001 and expanding in 2006 was rebranded as National IPA. After several additional acquisitions in 2017 OMNIA Partners brand was launched, acquiring U.S. Communities in 2018, and acquiring Insight GPO in 2019. In 2021 OMNIA Partners acquired PAS Purchasing Solutions and Buyers Access and in 2022 acquired National Cooperative Purchasing Alliance (NCPA). (<https://www.omniapartners.com/about-us>) OMNIA Partners cannot provide exact figures and there is no minimum volume guaranteed but the estimated annual volume by Participating Public Agencies is \$100M as indicated in Special Provisions, Section 1.

9. **Question:** Section 7.9.3.7.1 states that you need pricing based on a discount from a manufacturer's price list or catalog. Do you only need that discount percentage for evaluation? Or do you also need section 7.9.3.7.2 which requests electronic copies of pricing catalogs? If it is the latter, our large supply chain would result in providing prices for tens of thousands of part numbers across dozens of manufacturers in our submission. The files would be large and time consuming for PW to review. We are happy to provide you with as much information as you would like.

Response: Refer to the entire Section 7.9.3.7 and provide the requested information. Include both the percentage discount and a price list. The price list may be submitted in excel, however, if it is a large file, you may submit a link for PWCS to access your price list and catalog.

10. **Question:** When it comes to the email submission, section 7.9.3.7.2 requests electronic copies of pricing catalogs. If needed, are we ok to attach our price lists as excel files to our emailed submission? This seems to be contrasting to Section 7.1 that's states the proposal must be ONE attachment and it must be a PDF. Please clarify.

Response: Please reference the response to Question 6, for further information. Multiple emails with attachments may be sent. You may include as many attachments as needed. Yes, you may attach your price lists as excel files, however, if it is a large file, you may submit a link for PWCS to access your price list and catalog.

11. **Question:** Can you please provide a recording of the pre-bid meeting?

Response: Yes, please email Lesley Dean at DeanLM@pwcs.edu to request a copy of the audio file.

12. **Question:** Is participation on Omnia a requirement? Or may we opt out by stating so in the exceptions?

Response: Participation in the national portion of the contract is not a requirement. If you elect to opt out, do not complete the Omnia Exhibits. All other Attachments shall be submitted with your proposal. If you opt out, you will not be able to utilize the local awarded contract to sell nationally.

13. **Question:** If we are allowed to opt out of Omnia, are we still required to submit the 3% admin fee?

Response: No

14. **Question:** Are we allowed to opt out of the National participation?

Response: Yes. See response to Question 12.

15. **Question:** Omnia is nationwide. Do you have a fleet card like Navistar where you pay for your accounts or is it through centralized purchasing or does each individual location will have its own accounting department?

Response: Orders are not placed through Omnia. Purchases are made directly between the member agency and the awarded supplier in accordance with the contract.

16. **Question:** If Omnia markets to someone in California, is the pricing still the same because the FOB pricing to include freight. If we use our own delivery truck, there is no freight. If we have to ship it, that would be an issue.

Response: Refer to Section 7.9.3.7. The resultant contract will primarily be for in-store pickup and local deliveries; therefore, shipping will not generally factor in. Refer to section 7.9.3.7 and 7.9.3.7.1. Include in your proposal to describe any proposed shipping costs and/or how you determine your shipping charges for items requiring shipping.

17. **Question:** I believe to be an unfair provision in the RFP relating to the necessity of holding prices firm for the first year of the contract and that any increases thereafter also be held firm for one year.

Response: Please refer to Section 10.15, Prices and Price Adjustments.

ALL OTHER SPECIFICATIONS, TERMS AND CONDITIONS REMAIN UNCHANGED.

A signed acknowledgment of this addendum must be received by the Purchasing Department either prior to the Bid due date and hour specified or attached to the Bid. Signature on this addendum does not constitute the bidder's signature on the original bid document. The original bid document shall also be signed.

PURCHASING DEPARTMENT



Lesley Dean
Buyer

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ACKNOWLEDGMENT:

Name of Firm

Signature

Date

Print Name and Title