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1 Q&A from September 14

1.1 Platform

- 1. *Can you please clarify the e-Commerce comment in the chat regarding inclusion of products in the hosted catalog? For examples, Chemicals, will UC be restricting this content? If yes, would this include hosted and punch-out catalogs?*

A: General chemicals were not included within the market basket for this GLS RFP because the UC plans to have a future RFP to specifically address these. If a distributor sells chemicals or any other category of products within its portfolio, it should submit a pricing structure for these within tabs 3a (UC Discount Structure) and 3b (National Discount Structure). Whether or not these products will be in the hosted catalog will depend on UC needs. As a general rule, the UC will have high-volume, frequently-purchased products within e-commerce hosted catalogs. Punchout content will be dependent upon each campus' e-commerce platform as well as UC needs. It is important that the customer's product selection within e-commerce represents the breadth of award supplier's products within a given category or manufacturer. Any restrictions to content at the UC system-wide level will be dependent upon manufacturer distribution relationships and pricing from each supplier. To the original question, no category of products is specifically excluded (at this time) from either hosted or punchout e-commerce if a supplier is awarded a contract under this RFP.

- 2. *Re an attachment named "US distributors general lab supplies request for proposal", section 7, page 4, e-commerce. The last two paragraphs do not seem to be related to e-commerce. Need clarity.*

A: Yes, the last two paragraphs speak to proposal content and awards. Regarding RFP scope, UC expects suppliers to provide pricing on their full portfolio, regardless of product type. The entire supplier's portfolio might not be part of the hosted catalog offered through the UC's e-Commerce system. For the non-UC, national public entity customers under this RFP, Omnia does not host supplier product content on an e-commerce platform.

- 3. *Is there a real opportunity for small manufacturers to get on the purchasing platform or should we focus on optimizing our offer through Fisher and VWR?*

A: Let's say your company distributes through the larger distribution companies, you get the opportunity to negotiate the pricing as the manufacturer directly to the University of California. You can also elect to have the distributor to set the price. If there are products in the market basket that are yours, these can be priced by you (the manufacturer). You can also bid your alternatives in the private label market basket. Additionally, you will go into the discount structure tab (3A and 3B), and will categorically list your

discount structure in your manufacturer portfolio (i.e pipettes at 15%, wipes and cleaning products 20%, etc.) Although UC is primarily looking at manufacturers' products within the market basket, UC will look at individual, small manufacturer proposals that do not have market basket items, especially if the products offered are unique and provide good value.

If you currently offer products through distribution channels today, your best bet is to continue that route. Before UC hosts a company's products on a system-wide, UC e-commerce platform, there is a significant expenditure and number of transactions. Individual UC campuses are better-equipped to support small business growth through their e-commerce tools.

1.2 **Market Basket**

4. **Can you please address how you would like items that are discontinued to be noted in the Market Basket?**

A: If the manufacturer has a discontinued item, notate "discontinued and give new product number" in the comments on the right-hand side, Column AG, and then place new product in Attachment 1c (deeper discounts can also be added to this Attachment). "If an Offeror wishes to propose individual SKU pricing in addition to this discount structure, please attach product pricing list to your submission and label it "Attachment 1c: Supplier's UC Price Proposal by SKU." Attachment 1c is limited to 1,000 SKU's."

5. **There are challenges hitting the 75% to be designated as large distributor. Will you be moving the private label items to the correct tab and products only available direct from the manufacturer taken off of the market basket.**

A: The market basket will not change. No penalization for making a good faith effort to price out your designated percentage of the market basket. UC wanted to set up percentage minimums for large and small distributors so companies did not cherry-pick categories or individual items. A main focus of this RFP is to select distributors that can offer a wide breadth of laboratory products, including a service and logistics infrastructure to support the UC System as well as national public entities.

1.3 **MSRP**

6. **Does it make sense to use 2021 MSRP?**

A: Whatever you bid here will be your pricing offer for 2021.

7. **Is MSRP based on manufacturer's list price (GLS RFP Market Basket Workbook referenced on page 8) or offeror's retail price? (GLS referenced on page 4 labeled National Expectation, paragraph 9). Where is the MSRP coming from?**

A: UC expects suppliers to base the discounts on MSRP. If there are any issues, please submit an exception. Suppliers will not be disqualified if they cannot bid on MSRP. UC will make determinations during the evaluation period if varying MSRPs present themselves. Regarding OMNIA (re: National Expectation), complete an exception if a different structure needs to be considered. Note from comments: Distributors normally do not work off of MSRP, but on distributor's retail price. How will UCOP determine MSRP? A: For the discount structure portion of the RFP, the UC needs a common baseline to compare discounts across different suppliers' offers. This is why the UC asks suppliers to insert MSRP (rather than each supplier's list price).

1.4 **General RFP Items**

8. **When the supplier checks off on all attachments, what is the supplier agreeing to?**

A: You are agreeing to all Terms & Conditions which accompany any RFP issued by UC.

9. **Section 33 (labeled Exceptions), what are the Minimum Mandatory Requirements? There were no requirements listed.**

A: At that time, no exceptions were listed. As UC go through this RFP, should any exceptions arise, UC will update the RFP.

10. **Regarding the documents titled "UC Statement of Work Purchasing Agreement & Master Agreement", what is the intent of the examples? Are these UC terms? How do these work with the UC Terms and Conditions document? Do you want us to provide our feedback on the document or to agree to the examples given?**

A: These are examples of standard documents the University uses when it issues a master agreement. If a supplier is awarded an agreement under this RFP, the UC's business terms will be similar to what is included in the "UC Statement of Work and Master Agreement." The UC Terms & Conditions document is a blanket legal agreement for all UC contracts and agreement is expected when suppliers check the

“Guidelines” boxes at the top of the RFP in the CalUSource tool. Business terms under the “UC Statement of Work and The Master Agreement” are negotiable and do not require explicit agreement in order to submit a bid response.

11. How does the line level award option work, appears to allow for cherry-picking? If award line items at UC level, will you offer full portfolio nationally (GLS page 4)?

A: Yes, UC is issuing full portfolio awards. It is not likely that a proposal will be divided or diced up. UC is looking for small and large distributors, and more agreements with manufacturers with which UC can do business.

12. Can you define the in-scope categories for the General Laboratory Supplies? Are chromatography and chemicals in scope for this RFP?

A: No, they are not in scope for this RFP. If your company’s core competency is either chromatography (analytical chemistry) or chemicals, you may want to wait until a future RFP in 2021 or 2022. However, if your company’s core competencies are basic lab supplies, consumables, and equipment, and you also sell chemicals and chromatography products, then include all your product lines in your proposal under this RFP. UC plans to publish future RFPs such as Life Science Products (various categories), specialty equipment (possibly chromatography systems, microscopes), and Chemicals. If your scope is broad, however, then you will bid on everything in your laboratory portfolio under this GLS RFP.

2 Q&A from September 21

2.1 General RFP Items

1. How does the supplier access the prerequisites for the RFP?

A: Each supplier must first register in CalUSource. Then, the supplier is taken to its own RFP web page. At the top of the web page within the RFP, there is a list of check boxes that include guidelines. After the supplier checks off all the guideline boxes, RFP attachments (in addition to the General Lab Supply & Distribution RFP Document) will appear. If you still have problems accessing this page’s contents, please post it to the discussion forum or seek support here: <https://calusource.net/supplier-support/>

2. The total count for slides is 15 slides: (1) addressing Value Added Services (7 slides); (2) Campus Enrichment (5 slides); and (3) Pandemic Preparedness (3 slides). Does the supplier have to stick to the exact number of slides per bucket or can the supplier distribute the quantity to other buckets as long as the supplier does not go over 15 slides? For example, 5 slides for Value Added Services versus 7, and 7 slides for Campus Enrichment versus 5 slides.

A: Yes, that is acceptable.

3. There were guidelines that were required in order to participate in the RFP event. Please confirm that accepting the guidelines still allows for a supplier to submit exceptions, if applicable.

A: If you have any exceptions to guidelines, then place them in the RFP response in the section to which it applies.

4. For small woman- and minority-owned businesses, do you need California-specific small- business certification or is the company's home state certification sufficient?

A: No, you do not need a State of California small business designation. UC is using SAM (System for Award Management), so that is sufficient if you are SAM-certified. UC is also allowing for self-certification.

5. The pricing portion of this RFP is very complex. Are you willing to consider a two-week extension from October 6th to an October 26th deadline to insure the supplier has enough time to vet all the manufacturers in the bid?

A: UC will consider this. If UC decide to extend, there will be one due date for both the UC RFP requirements and the National RFP requirements.

Update to Response: The close dates for both RFPs will remain as they are. The Manufacturer RFP will close on October 6 and the Distributor RFP will close on October 26.

2.2 Pricing

6. If a manufacturer is selling direct now without a contract, what is the benefit to the manufacturer in return for offering a lower price? Better product visibility? Easier purchasing?

A: If you do not have a contract with UC or OMNIA Partners set of customers, your benefit, depending on the level of business you do with UC, may likely be an e-commerce platform, advertising if you are a small

business, or business opportunities from other UC suppliers. The UC's goal is to reach 25% of overall annual spend with small and diverse businesses over the coming years.

2.3 Channel

7. ***In the instruction for the 1st tab, do all manufacturer products need to be distributed through the distributor channel with few exceptions?***

A: No. Products that currently go through distribution today, will continue through the same distribution channels after this RFP has been awarded. The distributor would pick up all incentives, and the terms and conditions would be covered by the distributor's contract. But those not going through the distribution channels today, may go direct to UC. In this case, the manufacturer going direct would cover all incentives. Can a product go through both channels? It is generally one route or another. UC is trying to operationally streamline and find efficiencies. So, high volume transaction products will go through distribution channels, and one-off items will be purchased direct from manufacturer. Typically, for larger-volume manufacturers, consumables and general equipment are sold through distribution channels while specialty equipment is sold direct.

2.4 Platform

8. ***Do all campuses use the same ecommerce platform across the UC system?***

A: No. There are several. Seven campuses are on Jaggaer. UCLA is on Perfect Commerce and will be converting to Oracle in a few more years; UCSD on Oracle; UCM will be going to Oracle; UCOP will be going to Oracle. UC has hosted products that go through Jaggaer, Oracle or Perfect Commerce.

9. ***How does a UC researcher search for our products? Do they also see products that are not vetted?***

A: UC has different modules for purchasing products over the system. UC has an e-commerce system and a requisition process. For example, if you have a product that is under a certain threshold amount, and that can be purchased as a consumable product in the general lab area, the user can conduct a search for vetted products in the centrally managed e-commerce system. If the product is not vetted, the user must start a manual requisition which goes through several approval points. UC has products that are hosted and go through Oracle, Jaggaer, or Perfect Commerce. Some suppliers have a punch-out and may offer all products in their portfolio; and in some cases, similar products are spread out evenly over a several suppliers. The hosted file will contain high volume and high transaction products. The punch-out will be a broader list of products and customizable. If the product is not in either the hosted ecommerce site or the supplier punch-out, the user will need to go to another site outside of these options.

3 Q&A from September 24 (Focus on Omnia)

1. ***If we are a company that has e-commerce and a MSA with the UCOP, can we give better pricing to the UC as direct, and not as part of OMNIA? We may not be set up for a GPO, yet we would like to bid directly with the UC.***

A: UC is allowing small manufacturers which cannot handle large GPO contracts to bid directly to UC. If this is the case, state this in the summary page. UC expects all large distributors and manufacturers to be part of the GPO. The intent of the RFP is to create a national contract that other participating agencies across the country can utilize. If you have any exceptions to the RFP, include them with your submission, and they will be evaluated.

2. ***If OMNIA Partners is sharing the 3% admin fee with UC, are they also sharing the 3% for other customers that are not part of UC?***

A: No. UC and OMNIA Partners have an agreement in place. The administrative agreement stipulates that this is paid to OMNIA Partners. For any sales under this contract, 3% will be paid to OMNIA.

3. ***Can OMNIA Partners map out how the contracting engagement will work with the following?***

- a. UC Agreement – This is the master agreement for and outlines the roles and responsibility between the awarded supplier and the University of California as a lead agency.
- b. Omnia Agreement – Exhibit B Administrative Agreement is between OMNIA Partners and the awarded supplier. It outlines the roles and responsibilities.
- c. End User/Customer Agreement (MICBA) – signer can utilize any contract in the OMNIA Partner's portfolio at any time

4. ***What other ways can agencies sign up to take advantage of the MICBA?***

A: They can sign up on the OMNIA Partners website or through a hard copy.

5. How does the supplier know whether an OMNIA Partners institution is using this agreement?

A: A list will can be obtained after the RFP is awarded.

6. OMNIA Partners estimates \$300M, can the list of the public agencies that this estimate is based on be shared now?

A: Participating agencies can be shared once the award is made.

7. For OMNIA Partners, is it correct that the awardee needs to identify all sales through the agreement by the 10th of the month and immediately send the 3% fee. If so, that's a tough timeline.

A: If this is an issue, submit any exceptions with your response.

8. For OMNIA Partners, how will the supplier be able to identify a purchase by a different agency through the national program? Will they go through the UC platform?

A: There is typically a contract spot on the order requiring a contract number, so report accordingly.

9. If we are company that has e-commerce and a MSA with the UCOP, can we give better pricing to the UC directly, and not as part of OMNIA? We may not be set up for a GPO, yet we would like to bid directly with the UC.

A: UC is allowing small manufacturers to bid directly to UC. Smaller companies may not be able to manage a national contract. If your company is not bidding the national portion of the RFP, please state this in the summary page. The intent of the RFP is to create a national contract that other participating agencies across the country can utilize. If you have any exceptions to this RFP, include them with your proposal. *Update to Response during Q&A Session:* While UC expects that all manufacturers and large distributors will submit a proposal for the OMNIA Partners national RFP portion, especially if those companies carry more than a handful of items in the market basket, UC understands that this won't always be possible. If your company cannot submit a proposal for the national contract but still wishes to submit a proposal to the UC, then please state this in the proposal summary and state your reasoning. The response will be evaluated based on the evaluation criteria outline in the RFP document.

10. What are the consequences of not going through Omnia? It is against our policy to go through GPOs.

A: UC wants to support the OMNIA Partners partnership. If there are exceptions, UC needs to know what those are so UC can evaluate properly. UC will decide whether this is appropriate. The intent of the RFP is to create a national contract that other participating agencies across the country can utilize. If you have any exceptions to this RFP, include them with your proposal.

11. As a large distributor, we have had several manufacturers willing to go through distribution for UC. However, they are not willing to give multi-tiered pricing at the GPO national level. They are not all small manufacturers. Many base pricing on the customer they are working with, and do not typically issue pricing in advance of knowing the number of and type of facilities involved. Structuring pricing per the guidance is difficult when you have big suppliers that have conflicting GPOs where you have OMNIA Partners requiring the best pricing in the market, and the supplier has other contracts that do not allow them to do this.

A: OMNIA Partners cannot advise you on how to communicate with your manufacturers. Submit pricing to the best of your ability. The intent of UC and OMNIA Partners is to create a contract that can be utilized by participating agencies. UC and OMNIA Partners hope this contract is easy for you to sell, and that it fits into your business model. If the pricing format appears to be a barrier, submit an exception with your proposed pricing.

12. If a supplier does not bid for OMNIA, is there a risk of the current MSA being cancelled?

A: For small businesses, this is not mandatory. If you are not a small business and cannot submit a national contract proposal, state this in your proposal in the summary section and mention in 3B why you cannot work through OMNIA Partners. There is a risk of your current agreement lapsing and not being renewed, as your new agreement will come from this RFP. Future RFPs will also have an OMNIA Partners component.

In addition, manufacturers may submit a proposal under this RFP for the UC only, however all items normally sold through distribution channels would not be included in the manufacturer's proposal. The manufacturer's distributed items would be priced by distributors just as they are today. In this scenario, the manufacturer's newly proposed pricing for directly sold products under this RFP would translate into a new UC agreement (contract) that would replace the old MSA. Please state in your proposal that you are taking exception to the OMNIA Partners (national) portion of the RFP, and that distributors will be pricing your company's consumables.

13. Will the GPO for next year's bid be through OMNIA Partners as well?

A: Yes. The UC issued an RFP looking for a cooperative marketing partner, and OMNIA Partners was issued this award. UC has a longstanding relationship with OMNIA Partners. OMNIA Partners is actively working through contracting plans, and OMNIA Partners will be a component of futures RFPs, and larger RFPs will have an OMNIA Partners component. Approximately six to eight years remain on the UC-OMNIA Partners agreement.

14. Explain Section 2.2 of Exhibit A of the OMNIA Partners documentation.

A: If you have any exceptions to this clause, submit them with your response.

15. Does a customer have automatic access to the Master Agreement once they sign the Master Intergovernmental Co-op Purchasing Agreement, or is there additional contracting between customer and supplier?

A: This depends on the participating agency. Different public agencies across the country have different requirements that need to be tacked on (i.e. indemnification, insurance). Within the RFP, there is a clause that allows participating agencies to work with the selected supplier to create supplemental agreements meeting the respective agency's requirements, and which would be included as an exhibit to the original UC agreement. After the public agency has completed a MICBA, and is registered on the OMNIA Partners website, there is nothing else required, unless that agency requires the aforementioned additional supplemental agreements.

16. How does OMNIA Partners define subcontractors in the distribution world? (i.e., all other companies involved in processing handling or shipping products – those shipped direct from the supplier [DFS]). If the supplier has to drop ship something direct from a manufacturer, is that considered a subcontractor?

A: OMNIA Partners wants to underscore that the contract is a UC contract. Even though OMNIA Partners would not classify this as a subcontractor, OMNIA Partners cannot make these distinctions in the scope of this UC contract.

17. Could pricing and freight be different for the UC and for OMNIA Partners, respectively?

A: Absolutely. For example, there could be a caveat in the pricing file that states that freight will be quoted or will be negotiable.

18. When the supplier ships directly from a manufacturer, and is involved in that shipping, handling, delivery process, please confirm that is NOT seen as a subcontractor?

A: That is correct.

19. If UC makes multiple awards, is OMNIA Partners choosing one governing National?

A: The national contract is a UC contract. OMNIA Partners works as a cooperative marketing partner with the UC. OMNIA Partners is a non-voting member. UC makes all decisions on any awards for this contract, and the MSA will be signed by the UC and the Supplier. Please note that the administrative agreement is signed by OMNIA Partners and the awarded suppliers.

Commented [A1]: Yes, the administrative agreement is signed between OMNIA and the awarded suppliers.

20. If there are multiple awards from the UC, and multiple MSAs, would OMNIA Partners have access to multiple awards?

A: OMNIA Partners would partner with any agency who wants to partner with OMNIA Partners on a national program. For example, if three vendors were awarded, UC would start negotiations to partner with three of them for OMNIA Partners' national contracts.

21. For a small distributor that does not have over 40% of the exact products in the Market Basket, does that mean it is automatically disqualified to bid both UC contract and OMNIA Partners National contract?

A: No. Nothing is an automatic disqualification. Submit your responses to the best of your ability.

22. Please clarify the following from the section named Corporate Commitment 2.1 Exhibit A: "the Master Agreement is Supplier's primary "go to market" strategy for Public Agencies, (3) the Master Agreement will be promoted to all Public Agencies, including any existing customers, and Supplier will transition existing customers, upon their request, to the Master Agreement," If you cannot do this, are you disqualified?

A: Ideally, OMNIA Partners would like this commitment to come from the supplier. The resulting MSA would be the supplier's go to market strategy for this commodity in the cooperative market place.

23. If you cannot do this based on other conflicting contracts, are you disqualified?

A: Please see response on RFP discussion post, labeled "Agreement Start Dates & Pricing Questions from 9-24-2020", Question #3.

24. OMNIA Partners response to Section 3, Item M, of Exhibit A asks for a volume guarantee for the first three years – You may elect to provide a set dollar amount you would like to commit to, but you will not be penalized for not responding.

NOTE: Requester wants this in writing
 A: This question was answered in writing in the discussion forum.

25. If a large company does not bid for the OMNIA Partners contract, how will that affect e-commerce?

A: E-commerce is not connected to the OMNIA Partners portion and will not require hosted products. UC has an ecommerce platform which is delivered through either Jaegger, Oracle, or Perfect Commerce. You must still submit an exception as to why you are not bidding for the OMNIA Partners contract.

26. Describe the evaluation process.

A: UC has an evaluation committee composed of subject matter experts from each of the ten UC campuses, along with System Wide Procurement, with each being a voting member. OMNIA Partners is part of the evaluation committee, but is not a voting member.

27. In regards to the discount schedules required for the national piece and list price, how would distributors be required to use anything other than 2021 list pricing if our discount schedules are based on list pricing. For example, if a supplier A were to use a different list price year than another supplier B, how would that be an equitable evaluation? In the market basket, it does state you have to use 2020 list, and that the discount schedules in the market basket must be based on that list price. All the responses for OMNIA Partners are based on discount schedules.

A: Please see response on RFP discussion post, labeled "Agreement Start Dates & Pricing Questions from 9-24-2020, Question #3.

28. COMMENTS

COMMENT from UC: *If you are a large company, and cannot bid in the national program, you may submit a pricing structure to UC for those items that do not go through distribution channels. Again, this would apply to anything you sell direct. However, for those items going through distribution channels, you may allow your distributor to price those items.*

COMMENT from applicant: *When contacting manufacturers there is a lot of concern around the OMNIA Partners piece: distribution, price. The RFP requires pricing equal to that of selling direct. Yet, that limits the distributor's negotiations due to fees, freight, and other incidentals the manufacturer will push back on if committing to a price with UC.*

4 Q&A from September 28

4.1 General RFP Items

1. When are the RFPs closing?

A:
 Here are the RFP numbers and due dates:

Submission Date	RFP Description
Tuesday October 6	#2167 Manufacturer RFP
Monday October 26	#2101 Distributor RFP

2. Can the close for the bids be extended beyond the current closed dates?

A: The UC would prefer to stay with the established dates. The close date for manufacturers has already been adjusted from September 19 to October 6. Additionally, revisions after submission cannot be evaluated within the RFP tool. Please submit all required documents for this RFP by the established dates.

3. The instructions say the 15 ppt slides should be saved in PDF file. Can this file be saved it in notes view?

A: Yes. You may submit the ppt slides and a additional version of these in the notes view. Please keep your notes succinct.

4. Is there a concise list of all required documents needed for the RFP submission?

A: In the first tab of the RFP Bid Sheet, there is a complete checklist, and will indicate which documents are mandatory. Also, there are four questionnaires that must be attached.

Q: Are there size limitations on file attachments in CalUSource?

A: The size limitation for each attachment is 150MB.

4.2 **Sustainability**

5. *Where is the template for the Sustainability portion?*

A: In the Tab 5 worksheet, columns S, T, U, V, use the drop-down boxes to select or add certification, attribute, justification for the products you have entered.

Q: To what extent is UC phasing out foam packaging?

A: Life Sciences, for the time being, is exempt from this. UC requires that you are informed of UC's sustainable packaging practices and can respond to it on this RFP. If you have sustainable packaging or have suppliers you are sourcing from that also engage in sustainable practices, you may submit this in your proposal to answer question 13.

4.3 **Market Basket**

6. *Q: If a small distributor cannot meet the 40% minimum requirement for identical products, will this disqualify from the UC part of the bid?*

A: Intent of RFP is to make awards to primary distributors and primary small business partners who can handle UC business from a product, breadth and logistics standpoints. If you don't meet 40% of the specific market basket items, you will not automatically be disqualified, but it may be difficult to award if you cannot address the specified market basket items which are the items that UC buys, and especially if you do not carry the specific product lines.

7. *Q: Does the 40% market basket requirement have to be identical products?*

A: Yes. They must be identical products (exact product made by the same manufacturer). You must specify whether this is a different part number from the part number in the market basket. It cannot be an alternative product from a different manufacturer.

8. *Q: We are a Tier 1 Corning distributor and authorized to sell all Corning products if we are added to the Corning C contract. Currently, we are not on that contract. Do we bid assuming we will be added to the Corning C contract? If not, there's no point in offering any Corning products because we won't be competitive.*

A: In the Attachments of the RFP, there is a letter template entitled "UC Manufacturer-Distributor Letter". You are responsible for reaching out to manufacturers to ensure you will receive pricing support, so attach this letter updated to reflect your discussion with Corning to establish the pricing structure for that relationship.

4.4 **OMNIA Partners**

9. *How does Visient work alongside the national agreement?*

A: OMNIA Partners used to be owned by Visient. OMNIA Partners and Visient now have a channel partnership agreement, and Visient focuses exclusively on the medical hospital space. It is the participating agency's responsibility to perform the necessary due diligence as to whether they can utilize any of the cooperative contracts in the national agreement.

4.5 **Pricing**

10. *Can a supplier offer products to UC through both distribution and direct to UC? The pricing in the bid similar to other large distributors.*

A: UC originally did not want to have that overlap, but can discuss post proposal what will go into price file. Submit your bid the way you would like it to be, and UC will evaluate whether it will be allowed into the price file.

4.6 **Services**

11. *In Section 3C for Services, the RFP asks whether equipment comes with a two-year warranty and first-year preventative maintenance (PM). The standard for our company is usually a one-year warranty and our service team is not willing to amend this. Additionally, PM does not occur until year two.*

A: The UC considers this an ideal scenario, but there will be no penalty if the supplier cannot provide this. Please detail your service plans in your submission.