



NOTICE TO OFFEROR

Questions & Answers

RFP # 24-S835

Competitive Solicitation by Region 14 Education Service Center

for

Parking Meters, Software, Systems and Related Products and Services

See Question and Answer Acknowledgement included on the last page. Offerors should include this acknowledgement as part of their response to this Parking Meters, Software, Systems and Related Products and Services RFP.

The Answers to Questions received are issued as follows:

1. There is a link to a zoom meeting in the RFP notice, but there is not a time listed for the meeting. Can you provide that?

Answer: The submittal due date and time are listed on the cover sheet of the RFP- Thursday, July 18, 2024, 2:00 CT.

2. Based on the extensive nature of this RFP and quantity of products involved, we would like to respectfully request an extension of one or two weeks to the submission deadline, so that Vendors can thoroughly review the final addendum before completing our proposals. We believe that it would be in OMNIA's best interests to provide this extension, as it would allow them to receive the most thorough and thoughtful proposals from all vendors. Not only would the extension allow the OMNIA to make the most educated decision possible, it would also assist in preparing for a smoother process, by ensuring that the vendors have ample time to become familiar with all of the OMNIA's needs. Thank you very much for your consideration.

Answer: The submittal due date will remain for Thursday, July 18, 2024, 2:00 CT.

3. What is plan for the current contracts OMNIA has in place (05-36, 05-49, and 05-81) that have similar product offerings? Will these contracts be renewed at the end of their respective terms?

Answer: As stated on Page 4 of the RFP, the intent of the anticipated resulting contracts of this solicitation is to generate more comprehensive parking solution contracts replacing the need for later re-solicitations of other Region 14 ESC parking solutions including: Integrated Parking

Management System; Parking Access Revenue Control System; Parking and Mobility Consulting; Parking Enforcement Software and Equipment; Parking Meters; Parking, Transportation, and Mobility Services; Self-Enforcing Parking Meters; and Smart Parking Displays. It is not currently anticipated that the current Region 14 ESC parking contracts will be renewed.

4. Is the 3% administrative fee negotiable or is this a set rate?

Answer: This is the standard administrative fee rate but could be negotiated. Offerors should submit any exceptions to the Administration Agreement as part of their response which will be further reviewed and discussed during negotiations.

5. Please confirm that exceptions to the T&C can be proposed - Appendix B: please confirm which exhibits are required in the proposal and which review only for post award.

Answer: Offerors may take exception to any of the terms and conditions in Appendix B and must submit the proposed changes with the Offeror's response. At the time of submission, Offerors submit a response to Exhibit A. If Offeror's are able to respond to Exhibit F and/or Exhibit G, they should be included as part of their response. Exhibits B is to be signed by Offeror's anticipated to receive an award prior to award. If Offeror's have any exceptions to Exhibit B –Administration Agreement, they should be submitted as part of the Offeror's response.

6. Under Section 3.3 M of the OMNIA Partners Exhibits, please provide further information regarding the minimum contract sales. Will the vendor be required to pay an admin fee for the minimum contract sales amount if that amount is not met?

Answer: Further information regarding contract sales is defined in Section 12 of the OMNIA Partners Administrative Agreement (Exhibit B). Offerors may choose to guarantee \$0 minimum Contract Sales. For Offerors who guarantee minimum Contract Sales, the Administrative Fee shall be calculated based on the greater of the actual Contract Sales and the Guaranteed Contract Sales.

7. Should we respond to the questions mentioned in Section V. Evaluation, if Yes, should we list our response in Section III?

Answer: As indicated in Section III. Instructions to Suppliers, item 2. Required Proposal Format, items related to the pricing should be included in Section 1 (such as Offeror's response to A. Availability of Products and Pricing indicated in Section V. Evaluation); ability to perform, including response to the national program should be included in Section 3 (such as Offeror's response to B. Ability to Perform in Section V. Evaluation); references and experiences should be included as part of Section 4 (such as Offeror's response to C. References and Experiences in Section V. Evaluation); value added products and services should be included as part of Section 5 (such as Offeror's response to D. Value Added Products/Services). See Section III. Instructions to Suppliers and V. Evaluation and for full details.

8. Since we are not providing PARCS or services, is that ok if we don't respond to those questions?

Answer: Offeror's do not need to provide all suggested items listed. Any questions that do not apply to what the Offeror can provide should be answered as not applicable. Offerors should respond with their complete product and service offering/a balance of line for Parking Related Products, Systems and Services.

9. Are vendors expected to handle all of the aspects in a specific category? For example, in "Products", would a vendor need to provide all aspects mentioned? Or would a vendor be able to mention only what applies to their business and touch on specific aspects in multiple categories?

Answer: Offeror's do not need to provide all the aspects in a specific category. Offerors should respond with what applies to their business and provide a complete product and service offering/a balance of line for Parking Related Products, Systems and Services.

10. Please provide clarification on the section and file structure. Is the proposal to be submitted as six unique files named as Section 1, Section 2, etc.?

Answer: Under Section III. Instructions to Suppliers, 2. Required Proposal Format, it states: *Separate files should be used to separate the proposal into sections, as identified below.*

Sections:

Section 1 – Signature Form

Section 2 – Pricing

Section 3 – Ability to Perform, including response to the national program (Appendix B)

Section 4 – References and Experience

Section 5 – Value Added Products and Services

Section 6 – Required Documents

11. Who will be the Merchant of Record?

Answer: The Company name listed on the VI. Signature Form.

12. Is there a current list of clients Region 14 ESC and OMNIA Partners serve?

Answer: Region 14 ESC schools encompasses 42 school districts located in 13 counties in Texas and services are further delivered to seven institutions for higher learning including 3 universities, 3 colleges, and 1 technical college. OMNIA Partners is the largest and most experienced purchasing organization for public sector procurement. Resulting awarded contracts are made available to public agencies nationally, including state and local governmental entities, public and private primary, secondary and higher education entities, non-profit entities, and agencies for the public benefit.

13. For any vendor that is selected as part of this RFP process, if a pre-existing vendor's client becomes a member of the Region 14 ESC. Would it be required that the vendor begin to pay Region 14 ESC an administrative fee from the date that the vendor's client becomes a member of Region 14 ESC or would that only be required when there is a new contract with the vendor's client?

Answer: The Administrative Fee is based on a public agency using the resulting Master Agreement(s). If there is pre-existing business but they are not using the new Master Agreement, then the administrative fee related to the resulting Master Agreement would not be applicable.

RECEIPT OF QUESTION & ANSWER ACKNOWLEDGEMENT

Offeror shall acknowledge this Question & Answer document by signing below and include in their proposal response.

Company Name _____

Contact Person _____

Signature _____

Date _____