

Amendment #7

#00719 / #00819 – Commercial Card Services

This document is posted to provide clarification for the evaluation of the Rebate/Incentive Share for solicitation #00719 / #00819 for Commercial Card Services.

Section 4.8 Rebate/Incentive Share Components (Step 7) is deleted in its entirety and replaced with Section 4.8 Rebate/Incentive Share Components (Step 7), below. Changes are highlighted in yellow.

As this amendment does not change the requirements for the bidders but clarifies the evaluation approach, the bid due date remains the same (July 24, 2019).

- 4.8. **REBATE/INCENTIVE SHARE COMPONENTS (STEP 7).** Bidders must submit a Rebate/Incentive share component for each category bid as specified in Exhibits C1 and C2, respectively. **For the Standard Volume (Category 1 and 2) and Non-Standard Volume (Category 1 only) Incentives,** Enterprise Services will evaluate the bid Rebate/Incentive Share Components – to identify the highest rebate– by reviewing and comparing the submitted Rebate/Incentive Share rates. The bidder with the highest incentive share/rebate offered for each rebate type will receive all available points for the rebate type and the remaining bidders will receive proportionately fewer points. **For the Prompt Payment Incentive (Category 1 and 2), Enterprise services will average the Rebate/Incentive Share rates to determine the highest average rate (sum of rates bid for Prompt Payment Incentive / 45).** The bidder with the highest average incentive share/rebate offered for the Prompt Payment rebate type will receive all available points for the rebate type and the remaining bidders will receive proportionately fewer points. For the National Annual Volume Incentive (Category 1 and 2), Enterprise Services will review and compare the submitted Rebate/Incentive Share rate by tier. The bidder with the highest incentive share/rebate offered for each tier within the rebate will receive all available points for the tier and the remaining bidders will receive proportionately fewer points. Points awarded per tier will be summed together for the total points for the National Annual Volume Incentive.

Category 1 – Purchasing Card	
Rebate/Incentive Share Type	Points Available
Standard Volume	250
Non-Standard Volume	350
Prompt Payment	100
National Annual Volume	100

Category 2 – Fleet Card	
Rebate/Incentive Share Type	Points Available
Standard Volume	600
Prompt Payment	100
National Annual Volume	100

Bidder charging the highest foreign transaction fee will be assessed a ten (10) point deduction. Other bidders, charging lower foreign transaction fees, will be assessed proportionately smaller point deductions.

Bidder charging the highest overnight delivery fee will be assessed a ten (10) point deduction. Other bidders, charging lower overnight delivery fees, will be assessed proportionately smaller point deductions.

Scores for Rebate/Incentive share will be determined by adding together the total points earned for each rebate/incentive share type and subtracting any point deductions assessed based on fees charged.

Any additional questions regarding this solicitation must be directed to the Procurement Coordinator listed below.

Roni Field
360.407.7949
veronica.field@des.wa.gov