

Amendment 1

Questions and Answers

RFP 61514

Ground Maintenance Equipment

1. On Attachment I Section 2 Market Basket Evaluation:
How do we put down more than one tiller, sweeper, seeder or attachments in Column C ?? We have numerous models and items to include in this contract and I am not sure how to include all of them on this sheet. We have numerous models of rotary cutters to include and different list prices so how do we add them? **For the purpose of the Market Basket, we are simply requesting the base model you would put forth as meeting that requirement. All models that you are proposing will then be listed individually on the Equipment Discount % Off Evaluation Tab as well as the Equipment Value Add tabs located within that same Attachment I. Lines may be added to the Equipment Discount % off tab as well as the Value Add Tabs.**
2. If we already have a spreadsheet with the models, options, list price, discount, and extended price that is almost identical to your spreadsheet can we attach that to the bid package?
Attachment I- Cost Proposal must be filled out and returned with your proposal. If you are offering a set discount for the entire category you may then include your own catalog as an attachment with your proposal and list under the category that you are offering the complete catalog for the category at the percentage off discount amount you have specified on Attachment I- Cost Proposal.
3. How in depth are you wanting the product specifications? This can get very technical with equipment. **Please provide brief specifications. If you are wanting to provide additional specifications you may attach this information to your bid, however it is not required nor desired. If we feel additional specifications are needed for justification, we may request these during the evaluation process.**
4. Given that we have to use the current price book less a percent discount, are we allowed to quote the cost of delivery and setup at the time of the sale or does that have to be included in the quote price on this RFP? In other words, can we prepay and add the delivery including incoming freight to the final invoice? **Please see "Attachment B- Scope of Work", Number 11 Freight/Shipping/Set-up Fees & Number 12 Delivery.**
5. Are our authorized dealers allowed to accept purchase orders made out to them as long as the PO contains the information on the contract number and we (the OEM) will make sure to do all of the reporting and fee payment. **Yes, please refer to Attachment B- Scope of Work, Section IV. Number 1. Please be advised that this may vary per individual state participating addendum's due to state procurement systems or policy not allowing this.**
6. On behalf of *****, I would like to request an electronic copy of the specifications, or any other documents associated with this project: **All documents requested are publicly posted on Virginia's public opportunities page. The link is posted here for your reference. [Virginia Business opportunities \(cgieva.com\)](http://VirginiaBusinessopportunities.cgieva.com)**

7. Where should Rotary Mowers be listed on the Cost Proposal. – A subcategory has been added for rotary mowers.
8. We would like to potentially be considered for a bid. In trying to respond online we get a login screen for eVA. We do not currently have an agency account and would like information on getting one and submitting our all-electric tractor for consideration. Please visit [eVA - Virginia's eProcurement Marketplace](#) and click "Register Now" to set up a Supplier/Vendor account.
9. Regarding the dollar amounts referenced on page 46 of the RFP, are these amounts based on just the Ground Maintenance Contract portfolio or do they include activity from other NASPO contracts that these states also hold. These amounts are estimated amounts based off the NASPO Ground Maintenance Equipment Portfolio. These are not based off all other NASPO Portfolios. These amounts have been updated, please see Addendum 1. And the Revised Attachment E- Participating Information.
10. I believe that each PA has separate terms for the usage fees? Is there a resource for me to see or can you send me sample participating addenda from all of the other interested states so that I may be aware of the fees they are requiring participants to pay? The states that have provided this information are attached as Exhibits to Attachment E Participating Information.
11. Attachment H- Offeror Worksheet- What do you want to know about question #5 Warranties and Services Dealer Distribution? Any information that you would like to provide regarding your dealer distribution network. Example the states in which you have dealers available, the number of dealers, any additional information that you feel is relevant to your dealer network.
12. Attachment H- Offeror Worksheet- B. Implementation and Promotion of the NASPO ValuePoint Master Agreement #2 What is meant by (e.g., most favored nation clauses). Any clauses or conditions that are currently in other cooperatives that you are currently a part of that may be restricting pricing or sales. Give an example of those clauses or conditions.
13. Can you clear something up for us....in the last few days we have seen bids that are requests for proposals issued by The Commonwealth of Virginia but for say Rhode Island or Vermont. How does this work? We can still bid? This is a national cooperative procurement in coordination with the NASPO ValuePoint cooperative purchasing program, led by the Commonwealth of Virginia. As this procurement is led by Virginia the RFP is centrally published by Virginia. Other States have also published this same RFP within their states. Responses to this RFP are to be centrally submitted to the Commonwealth of Virginia as outlined in this RFP. Once awarded, each state can choose to participate in the resulting contract awards through the Participating Addendum process.
- The direct link for the publicly posted solicitation is below for your reference.
[Virginia Business Opportunities \(cgieva.com\)](#)
14. May we submit a single "joint response" (two brands under one parent company) – CNH Industrial America, LLC > brands New Holland Agriculture & Case IH. Both brands operate separately, have similar but different offerings, however we share the same Tax ID. This is how we handle other cooperative contracts, including NASPO Construction (with State of Oklahoma). Since they share the same Tax ID you will only need to submit one response and may include all the product lines you wish to propose in that one response.

- a. Q – Regarding eVA – would each brand need to be set up with their own account (example: CNH Industrial America, LLC dba New Holland Agriculture ... and ... CNH Industrial America, LLC dba Case IH)
You would only have one contract in eVA with a pricing schedule for each line you are offering. The account in which you submit your proposal under in eVA would be the account for the contract.
15. Authorized Dealers – As I read it, Authorized Dealers (identified on Attachment Q) can sell/service to Purchasing Entities. No SPOC
Please see the answer provided in Question #5.
16. How are any freight, shipping & handling costs or set-up fees from Authorized Dealer to Purchasing Entity handled? Should they be added to the quote/invoice as a separate line item?
Please refer to Attachment B- Scope of Work section IV, number 11, A-C. This shall take precedence and shall be incorporated into the resulting Attachment D- Master Agreement.
17. Attachment I-Cost Proposal – can you clarify what HP you are considering for Heavy Duty and Compact Tractors. Attachment I- Cost Proposal has been revised.
18. If rules and regulations allow can Purchasing Entities finance and/or lease their equipment purchases? Yes, please see Attachment B- Scope of Work section III, B. Value Added Options for Additional Equipment.
19. Are trade-ins allowed so Purchasing Entities can offset some purchase cost of new equipment? Yes, please see Attachment B- Scope of Work Section IV, number 4. Ordering, C.
20. In the Cost Proposal spreadsheet, in the Market Basket Evaluation tab, what type of equipment are you requesting for Towed PTO Driven medium/heavy Duty for the Tractors Category? Towed PTO Driven Items have been removed, these items may be listed as accessories if they fall under that category or listed under the Value Add Items.
21. Is a delivery charge allowed for the delivering dealer? This is an optional transportation charge of \$6.00 per loaded mile that is agreed to by both parties. If charged, the fee must appear on the quote or purchase order. Google Maps would be used to calculate the mileage. Please see Attachment B- Scope of Work section IV number 11.
Freight/Shipping/Set-up Fees
22. Contractor would like the ability to sell Open Market items if requested by the Purchasing Entities to complete the purchase of equipment awarded on the contract. Would this be acceptable? Attachment B- Scope of work has been revised to add open market purchases. Please see section III- Master Agreement Deliverables, 1. -C, Open Market (Non-Contract Allied Equipment).
23. Would the Lead State consider amending the Master Contract to allow an awarded manufacturer's dealers the ability to accept purchase orders and invoice the Purchasing Entities for sales made using this contract? Allowing dealers to accept POs and invoice customers will enhance the agencies experience and expedite the processing of their purchase. Please refer to the answer for question #5.

24. Regarding attachment Q (Authorized Dealer Worksheet) would one summarized & Filtered list of Authorized Dealers suffice here? We have over 720 authorized dealers in the US? **Yes one summarized and filtered Authorized Dealer List will Suffice. Please indicate on the Attachment Q that you are providing a separate list and Reference your list to Attachment Q.**
25. Attachment A, Section IV, L – NASPO ValuePoint eMarketplace
This states that participation in the eMarketplace is mandatory and to refer to Attachment D for information. I was unable to locate information in Attachment D regarding the eMarketplace. Would you please confirm I participation is indeed mandatory, and if so, provide clarification on what that would entail? **Please see Attachment D, page 6, Number 8 for additional information.**
26. Attachment A, IV.D.4; Attachment B, IV.11.A-C; Attachment D, 13.a
Each of these appear to communicate something different regarding additional charges. Would you please clarify? **Attachment B- Scope of Work section IV, number 11 A-C takes precedence and shall be incorporated into the resulting Attachment D- Master Agreement.**
27. Attachment N - Small Business Subcontracting Plan
Would you please clarify how you would like a manufacturer which uses a dealer network, which are not subcontractors, to work directly with the local customer to 'complete the work' (i.e. quote, deliver, invoice, etc.)? **If you are not going to be using subcontractors, please check the box titled " I plan to complete all work. " and nothing further is needed in regard to attachment N.**
28. Would it be acceptable to add a line to a category or additional field for this type of product labeled i.e.; turn key tractor with mower, powerbase unit or tractor mower combo? **If the Categories you are wishing to bid do not have a subcategory for the item you are offering that falls under that category please add that item to the value add tab under the respective category.**
29. Could you please clarify the difference between the list price, discount % off and extended price in the Market Basket Evaluation verses the list price, discount % off and extended price from the equipment Discount % off evaluation. **The Market Basket Evaluation is to compare your base model price for the category, the Equipment Discount % Off Evaluation is to show the offering for multiple offerings/models or for the whole manufacture catalog for the category.**
30. If within our dealer network, our dealer has multiple locations in multiple states, would it be acceptable to list the main contact that handles the sale of our equipment for all locations? **The question is unclear. If you are asking if you need to provide the dealer network information requested on Attachment Q- Authorized Dealer Worksheet, yes you will need to submit the information for the authorized dealers for each State in which you have authorized dealers. This information is so that States are aware where and how many dealers are available in their respective states. As well as indicate adequate contract coverage.**
31. Are we required to list all the models that we are offering on the attachment I Cost Proposal or can we attach our Catalog to show all the models available under the category.
It is desired that you list out your models if the Discounts are going to vary, however if you are offering a set discount for the whole category you can list that information in the respective line and indicate that you are providing the catalog with all available offerings.