



Amendment of Solicitation

Date of Issuance: 2-1-2017

Solicitation No. SW17275

Requisition No. N/A

Amendment No. One (1)

Hour and date specified for receipt of offers is changed: No Yes, to: _____ 3:00 PM CST/CDT

Pursuant to OAC 260:115-7-30(d), this document shall serve as official notice of amendment to the Solicitation identified above. Such notice is being provided to all suppliers to which the original solicitation was sent.

Suppliers submitting bids or quotations shall acknowledge receipt of this solicitation amendment prior to the hour and date specified in the solicitation as follows:

- (1) Sign and return a copy of this amendment with the solicitation response being submitted; or,
- (2) If the supplier has already submitted a response, this acknowledgement must be signed and returned prior to the solicitation deadline. All amendment acknowledgements submitted separately shall have the solicitation number and bid opening date printed clearly on the front of the envelope.

ISSUED BY and RETURN TO:

U.S. Postal Delivery or Personal or Common Carrier Delivery:

Office of Management and Enterprise Services
Central Purchasing
5005 N. Lincoln Blvd., Ste. 300
Oklahoma City, OK 73105

Theresa Johnson
Contracting Officer

405 - 521 - 2289
Phone Number

theresa.johnson@omes.ok.gov
E-Mail Address

Description of Amendment:

a. This is to incorporate the following:

Section A – Amend Solicitation
Requirement B.16 Prompt Payment Discounts is hereby removed.

Amend C.1 PURPOSE OF THE RFP to read:
A “Discount off catalog contract” approach is being taken in order to offer purchasers the widest breadth possible of manufacturers and their products. Suppliers are required to offer their entire catalog and provide a percent discount off their current published Catalog pricing by category and by Manufacturer (a single discount for the entire catalog is also acceptable). For evaluation purposes, suppliers are required to complete Attachment A, Cost Workbook and Attachment B.

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b. All other terms and conditions remain unchanged.

Supplier Company Name (**PRINT**) _____

Date _____

Authorized Representative Name (**PRINT**) _____ Title _____

Authorized Representative Signature _____

Section A – Amend Solicitation (continued)

Amend C.10 Service Level Requirements and Expectations to read:

- C.10.1 This section of the document contains Mandatory Service Level Requirements that the successful Supplier is required to meet at NO extra charge. Suppliers are required to indicate any inability to provide the Mandatory Service Level Requirements (as defined in the remainder of this section of the document). **Suppliers who cannot meet Requirements C.10.1 through C.10.5 may be disqualified on the grounds of non-responsiveness. SEE ATTACHMENT A – SECTION A TO RESPOND.**
- C.10.2 If available from the manufacturer, your firm must provide the Energy Star appliances and make them available to the customers under this contract.
- C.10.3 Your firm must provide inside delivery of new appliances, installation of new appliances, and removal and disposal of old appliance, if requested by facility (additional fees may be charged).
- C.10.4 Employees of your firm must have the ability to offer advice and consultation and be subject matter experts in the products your firm sells
- C.10.5 Your firm must recycle all packaging material this is removed from new appliances, if requested by the customer.

Section B - Answers to questions:

The following questions have been submitted by suppliers, this amendment is issued to incorporate clarifications and to share this information with all suppliers. The questions and subsequent answers are numbered and in bold type for clarity.

QUESTION #1: I am not finding this solicitation on the website. Also, there are no “SW” numbers listed. I am not sure if I am in the right location to obtain this bid. I clicked the link in the attachment and then selected the Open/Pending button. Is it possible to email this solicitation?

ANSWER #1: Could not find a problem with the link, however a copy of the solicitation and this amendment are enclosed.

QUESTION #2: I have reviewed the above mentioned solicitation and I am perplexed ... it appears that maybe you are searching for a “supplier” of across the board equipment for a certain period of time? If that is the case then will these pieces still be bid out throughout the year or is this considered a “blanket bid” for this certain time? And if so what is the time period?

Sorry for the questions however, I have not seen a quote like this where I am not bidding a certain “manufacturer, model # etc.”? I guess in short I want to make sure that I fulfill the goal of Central Purchasing.

ANSWER #2: SEE B.4 Type of Contract: This is a firm fixed price contract for indefinite delivery and indefinite quantity for the supplies/services specified.

See B.2. Contract Period: Date of Award thru one year with two, one year option periods to renew at the same terms and conditions.

QUESTION #3a: I’m having difficulty accessing bid docs. The link provided directs me to a page with an error message. Is there a better way of obtaining?

QUESTION #3b: I am having difficulty navigating the website to find the solicitation for food service products. Would you please send me a direct link to the page?

ANSWER #3: DIRECT NAVIGATION: www.omes.ok.gov> select Central Purchasing> select RFP/ITB> select Open/Pending Solicitation Search> Enter Solicitation Number: SW17275> select Search.

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Section B - Answers to questions (continued)

QUESTION #4: In solicitation # SW17275, it is required that the equipment submitted is Energy Star. One of the categories is “transport carts”. JXXXXXXXXX has a wide offering for food transport carts for the corrections environment, none of which are Energy Star. However, the list of Preferred Manufacturers in your solicitation do not have correctional meal transport carts that are Energy Star either. If Energy Star is required, you will not have any bone fide correctional transport carts submitted. Do you want suppliers to submit non- Energy Star catalogs for that category or are you accepting anything that is not Energy Star?

ANSWER #4: SEE C.10.2 has been amended to read as follows:

If available from the manufacturer, your firm must provide Energy Star products and make them available to the customers under this contract

QUESTION #5: Section A.18.3 states terms which provide discounts for earlier payment will be evaluated when making an award. In section B.16 it states discounts for prompt payment will not be considered in the evaluation of offers. In section D.2.7 it states prompt payment discounts will be an evaluation factor. Will prompt payment discounts be considered in the award evaluation?

ANSWER #5: SECTION B.16 HAS BEEN REMOVED.

QUESTION #6 a.: The percentage discount per manufacturer reflects only the delivery of equipment to the loading dock correct?

QUESTION #6 b: Installation and inside delivery charges can vary greatly from the manufacturer used, type of equipment and quantities ordered. How do you want install and inside delivery priced? (We do this on another current state kitchen equipment contract on a case by case basis which secures the best price for all clients).

ANSWER #6: SEE ATTACHMENT A – SECTION D, ITEM #5.

QUESTION #7: Is there a current contract the this one is replacing? If so, is there a way to view the current contract?

ANSWER #7: No, this is the initial letting of this contract.

QUESTION #8: We estimate about 100 manufacturers with hundreds of items each will be listed on this contract. How do you want their list price conveyed?

ANSWER #8: SEE C.1 PURPOSE OF THE RFP - Bidders are required to offer their entire catalog and provide a percent discount off their current published Catalog pricing by Manufacturer (a single discount for the entire catalog is also acceptable). SEE ATTACHMENT A – SECTION B

Section C – Amend Cost Workbook – ATTACHMENT A

The Cost workbook has been amended to correct errors and to clarify several sections. The enclosed workbook supersedes the previous workbook and only this form will be acceptable. Please complete and return this corrected workbook with your response.

CORRECTED ATTACHMENT A - AMENDMENT ONE		MINIMUM	
QUALIFICATIONS - SECTION A			
SUPPLIER NAME: _____			
To be considered responsive, Suppliers must meet or exceed all of the following Minimum Qualifications listed below. Check the box below to demonstrate compliance with each requirement. This Section will not be scored, but the response will be evaluated on a pass/fail basis. Failure to respond to each requirement will result in rejection of your bid.			
Minimum Qualifications		YES	NO
1	If available from the manufacturer , your firm must provide Energy Star appliances and make them available to the customers under this contract. By checking the box, you are declaring that the manufacturer your firm represents provides Energy Star appliances and you will make them available to the customers under this contract.	<input type="checkbox"/>	<input type="checkbox"/>
	IF NO, EXPLAIN:		
2	Your firm must provide inside delivery of new appliances, installation of new appliance, and removal and disposal of all appliances (additional fees may be charged) upon customer request. By checking the box, you are declaring that your firm will not refuse inside delivery, installation, removal and disposal if requested by the customer.	<input type="checkbox"/>	<input type="checkbox"/>
	IF NO, EXPLAIN:		
3	Employees of your firm must have the ability to offer advice and consultation and be subject matter experts in the products your firm sells. By checking the box, you are declaring that the employees of your firm can offer advice and consultation on all appliances if requested by the customer.	<input type="checkbox"/>	<input type="checkbox"/>
	IF NO, EXPLAIN:		
4	Your firm must recycle all packaging material that is removed from new appliances. By checking the box, you are declaring that your firm will recycle all packing materials that will be removed from new appliances if requested by the customer.	<input type="checkbox"/>	<input type="checkbox"/>
	IF NO, EXPLAIN:		

CORRECTED ATTACHMENT A - AMENDMENT ONE CATALOG PRICE DISCOUNT - SECTION B	ATTACHMENT A	
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SUPPLIER NAME: _____

Below is a list of Preferred Manufacturers, Please indicate the percent discount off catalog price. Points will be allotted for each Preferred Manufacturer and percent discount that you offer. Please indicate those Preferred Manufacturers that offer Energy Star products.

Category 1	Preferred Manufacturers	Percent Discount Off Catalog Price	Offers Energy Star Products
Refrigeration and Freezers	TRUE		
	Traulsen		
	Delfield		
	Victory		
	Kolpak		
	Continental		
	Heat craft		
*	Norlake		
*	Imperial		
Ware Washing and Disposal	Jackson		
	Champion		
	Hobart		
	Stero		
	Powersoak		
	Insinkerator		
	Salvajor		
	Aerowerks		
	Ecolab		
*	Auto Chlor		
Ovens, Ranges and Fryers	Vulcan		
	Southbend		
	Frymaster		
	Garland		
	Lang		
	Star		
	Pitco		
	Doyon		
	Blodgett		
	Wolf		
Combi-Ovens	Blodgett		
	Vulcan		
	Electrolux		
	Cleveland Convothem		
	Alto Shaam		
	Rational		

Category 1	Preferred Manufacturers	Percent Discount Off Catalog Price	Offers Energy Star Appliances
Food Warmers and Warming Drawers	Hatco		
	Wells		
	Valiant		
Shelving/Racks	Intermetro		
	New Age		
	Channel		
Meat Slicers	Globe		
	Hobart		
	Universe		
	Berkel		
Steamers, Steam Tables, Steam Kettles and Tilts Grills	Vulcan		
	Duke		
	Cleveland		
	Hobart		
	Southbend		
	Lang Grill		
Microwaves	Panasonic		
	Amana		
	Hobart		
	Nimco		
	Sharp		
Large Mixers	Hobart		
	Globe		
	Vollrath		
	Adcraft		
	Uniex		
Commercial Griddles	Accu Temp		
	Anets/ Anetsberger		
	Vulcan Hart		
	MagiKitchen		
Transport Carts	Cres Cor		
	GSA Advantage		
	hotLOGIC		
	Adcraft		
	Carter Hoffman		

Category 1	Preferred Manufacturers	Percent Discount Off Catalog Price	Offers Energy Star Appliances
Ice Machines, Bins	Manitowac		
	Ice-O-Matic		
	Neo		
	Prodigy		
	Scotsman		
Stainless Steel	Elkay		
	John Boos		
	Advance Tabco and custom fabrication		
Air door curtains	Dravo Hastings		

CORRECTED ATTACHMENT A - AMENDMENT ONE ADDITIONAL MANUFACTURERS, PRODUCTS OFFERED	SECTION C - ATTACHMENT A	
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SUPPLIER NAME: _____	

Please submit a list of additional manufacturers that you offer, along with their corresponding percent discount off catalog price. You may include equipment that falls under all categories listed above, plus any additional categories you offer.

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Additional Categories - Category 1			
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Equipment	Manufacturers	Percent Discount Off Catalog Price	Offers Energy Star Products

Category 2 - Commercial Laundry Equipment			
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Equipment	Manufacturers	Percent Discount Off Catalog Price	
Washer Extractor			
Commercial Washer			
Commercial Dryer, electric			
Commercial Dryer, gas			
Commercial Steam Dryer			

Category 3 - Household Equipment			
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Equipment	Manufacturers	Percent Discount Off Catalog Price	
Countertop Microwave			
Built In Microwave			
Top Freezer Refrigerator			
Side by Side Refrigerator			
Compact Refrigerator			
30" Free Standing Range, Electric			
30" Free Standing Range, Gas			
24" Range, Electric			
24" Range, Gas			
Drop In Range, Electric			
Drop In Range, Gas			
Cooktop, electric			
Cooktop, Gas			
Wall Oven, Electric			
Standard Range Hood			
Washing Machine			
Dryer, electric			
Dryer, gas			

CORRECTED ATTACHMENT A - AMENDMENT ONE SCORED TECHNICAL QUESTIONS - SECTION D	ATTACHMENT A
SUPPLIER NAME; _____	
Below is a list of scored technical questions. You may answer the questions in the provide column, or you may attach a document with the corresponding answer as described below.	
1 Indicate Additional Discount for customer pickup at contractor's location (must be within the state and in a viable location to receive consideration)	_____ %
2 Please describe if quantity price breaks or other additional discount programs are available and how they are applied. Including any rebates offered for the purchase of Energy Star equipment. You may attached a document labeled Discount Programs if necessary.	
3 Can you firm offer Electronic Ordering and Payment options specific to this contract, and if so, how soon could it be operational?	
4 Please describe your Order Cancellation and Return Policies, including any applicable fees. You may attached a document labeled Order Cancellation and Return Policies if necessary.	
5 Please describe your Installation, Inside Delivery (beyond the loading dock) and Repair programs, providing standard rates if available. You may attached a document labeled Installation and Repair Program(s) if necessary.	
6 Please describe your Delivery Program (days ARO, in-stock delivery time, out-of-stock delivery time, backorder policy, etc.), providing standard rates if available. You may attach a document labeled Delivery Programs if necessary.	
7 Please describe your Customer Service Program (staffing, training, response time, etc.), including how you work the various manufacturers to ensure timely and expedited delivery. You may attach a document labeled Customer Service Program if necessary.	
8 Please describe your Appliance Removal and Disposal Program, providing standard rates is available. You may attach a document labeled Appliance Removal and Disposal Program if necessary	