

November 3, 2023

ADDENDUM NO.: One

TO ALL OFFERORS:

REFERENCE: Request for Proposal No: **RFP# KLM-1196**
Dated: **October 18, 2023**
Commodity: **Vehicle Conversion Services & Related Materials**
RFP Closing On: **November 16, 2023 at 2:00 p.m. (Eastern)**

Please note the clarifications and/or changes made on this proposal program:

1. **Does the small business criteria and related scoring apply to Prime Contractors who utilize Sub-Contractors who are SWAM certified or only to Prime Contractors who are SWAM certified?**

Answer: There is a maximum of 10 points available for SWAM. Prime contractors who are SBSD SWaM certified will receive the full number of points. However, if a prime contractor utilized a subcontract who is SBSD SWaM certified they may receive partial points. (Vendors who plan to utilize a SWaM certified firm should complete the SWaM Plan on Attachment B.)

2. **Regarding Section IV, Statement of Needs, pg. 6, #1,2,3**

"Contractor shall make available to any Public Body the following:

1. *Propane for vehicle fueling*
2. *Conversion of user-owned vehicle for propane operation*
3. *Fueling infrastructure"*

Will the successful Offeror be awarded based on their ability to exceptionally perform all 3 Needs collectively or are the Needs looked at individually, in regard to a successful Offeror? In other words, and because of VA Container Laws, an offeror that is awarded, #1 Propane for vehicle fueling must also be awarded #3, Fueling infrastructure and vice versa.

Answer: Offerors are asked to perform on all three services or indicate detailed partnerships where vehicle fuel systems and refueling systems can integrate to maintain a lengthy government fleet duty cycle vehicle operational period.

3. **Regarding Section IV, Statement of Needs, pg. 6, #3 Fueling Infrastructure;**

Can a minimum AutoGas Fueling Infrastructure Specifications be added? This is critical to the safe, successful, and optimum user experience.

Answer: Refueling infrastructure minimum specifications in the United States have been published by the Propane Education and Research Council (PERC) and this detail is shared in response to this inquiry <https://propane.com/for-my-business/dispenser-specifications/> PERC was authorized in 1996 and established through an industry-wide referendum.

4. In the example below, the transportation cost is the freight from the Apex terminal to the local distribution facility or propane marketers location. Can this transportation cost be submitted by zone as this is a more accurate true freight cost? Can the Contractor fee be submitted by zone?

Answer: Yes. Transportation costs or fees can be submitted similar or different by zone.

Propane Price per Gallon	
Direct Cost, Apex	\$.86
Transportation	\$0.10
Contractor Fee	\$0.10
Total	\$1.06/gallon

5. The RFP mentions a desire for pricing of Renewable Propane AutoGas. Can a % blend of Renewable Propane and associated cost be submitted?

Answer: Yes.

6. Unlike Conventional Propane AutoGas, Renewable Propane AutoGas is based on postings at Mount Belvieu TX instead of the Terminal at Apex NC. May our price submission be based on the TX terminal in lieu of the NC Terminal?

Answer: Price for renewable portion of the blend can be based on terminal price of acquisition.

7. Will it be the decision of the Public Entity as to whether they wish to receive Renewable or Conventional Propane AutoGas?

Answer: Yes public entities will be permitted to purchase desired blends and at the time of the RFP there is no statewide statutory renewable blend requirement for government fleet operators.

8. Will you consider having two options for vehicle conversion warranty as follows:
- Vehicles with less than 5000 miles on the odometer at time of conversion- 5-year, 100,000-mile warranty (whichever comes first)
 - Vehicles with 5000 or more miles on odometer at time of conversion- 3-year, 36,000-mile warranty (whichever comes first)

Answer: Offerors may send warranty detail in options in detailed and understandable language. Options are allowable and the intention of this requirement is to receive vendor detail on warranty service serving up to the entire fleet vehicle operational life. Offers may also provide detail on what extended services may be necessary to maintain vehicle operation for ten years or 100,000 miles of service.

Signify receipt of this addendum by initialing "Addendum #1 _____" on the signature page of your proposal.

Sincerely,



Krista McDaniel
Procurement Manager
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