



## Solicitation Amendment No. 002

<b>To: Prospective Proposer/Offeror:</b>	<b>Date:</b>
Prospective Proposer	December 7, 2018
<b>Project Title:</b>	<b>Project No.:</b>
Commercial & Trailer Parts & Repair Services	RFP-C 19-21

The Request for Proposal (Project RFP-C No. 19-21) is hereby amended as set forth below:

**REQUEST FOR PROPOSAL**

**PROJECT NO. RFP-C 19-21**

**COMMERCIAL TRUCK & TRAILER PARTS & REPAIR SERVICES**

**QUESTIONS AND ANSWERS No. 001**

See responses below from questions posed by perspective proposers.

Except as provided herein, all terms and conditions of the solicitation remain unchanged and in full force and effect.

<b>Company Name (Bidder/Offeror):</b>	
<b>Signed by:</b>	<b>Date:</b>
<b>Name (Type or Print):</b>	<b>Title:</b>

**REQUEST FOR PROPOSAL**

**PROJECT NO. RFP-C 19-21**

**COMMERCIAL TRUCK & TRAILER PARTS & REPAIR SERVICES**

**QUESTIONS AND ANSWERS No. 001**

Date: December 7, 2018

To: Prospective Proposers

From: Procurement Operations Department, Houston Community College

Subject: Questions and Answers Responses

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Q1. Please inform me of the specific areas of repair being needed?

**Response:** Any part of the equipment (equipment list attached) that would break, or wear so that is needed replacing. We perform most maintenance and small repairs in house. Replacement steering box, fuel pumps, alternators, water pumps, brakes etc.

Exhaust issues with trucks 2010 and newer with Re-Gen issues.

Q2. If all of our capabilities will be needed, please clarify the contract limit of 100,000? For instance, a major engine repair involving the removal and rebuild of a diesel engine, a major engine repair could reach as high as \$35,000 or more. Also, a major repair of a transmission failure could reach as high as 8-10,000 dollars; more if the core is not usable, so multiple repairs of this nature could exceed the limit of contract funding considering this amount of trucks. So, explain in complete detail, since A-1 Priority Truck Repair will not be held accountable, due to \$100,000 not being sufficient to cover such services?

**Response:** The historical spend is \$100,000, per year.

Q3. Is it \$100,000 for parts and another \$100,000 for service, if we decided to do all-service and parts?

**Response:** It is a single agreement not to exceed \$100,000, annually.

Q4. Explain in detail the (based on annual budget -300 hours) does this mean it cannot exceed 300 hours?

**Response:** 300 annual repair hours is the past three-year estimate. Service hours may fluctuate from year to year.

Q5. What if we do not give a discount, but a markup on parts? Does this effect our chances and do we have the options of doing so? Page 11. Item 1 price proposal section 5

**Response:** You may respond with a percentage mark-up, but, HCC, will not accept any percentage mark-up that exceeds 15%.

Q6. Is it \$100,000 that Houston Community College HCC provides with a PO, plus additional coverage cost for major engine repair? As stated above, engine work is very expensive, and with this amount, it could not possibly cover for one year.

**Response:** The resulting agreement will not exceed \$100,000 annually.

Q7. Do these trucks constantly need major engine repairs, if so, it would exceed the limit and we would be providing service for free? This is something that we need clarified as to what type of work must be done?

**Response:** Clutch replacement and transmission overhauls are the most common major repairs; in-frame is one every 2 or 3 years.

Q8. Would any extra work be needed that is not with engine service, for instance panels, reupholster, window replacement, carpet-floor boards, scratches and dents? That would be extra cost that would not be part of the \$100,000 that A-1 priority would not include from the \$100,000.

**Response:** Refer to Page No. 10 of 28, Section 4.1, "Additions and Deletions. This would require additional cost.

Q9. How do we check items (trucks) for damages before they leave Houston Community College-HCC locations and get to our locations for repair? We do not want to be held accountable for damages that leave your lot? We can take pictures before any truck leaves the location, would that be an option?

**Response:** The Contractor is not responsible for pre-existing damages..

Q10. Are all truck repair service done on our locations, or does it have to be done on HCC location?

**Response:** Work can be done at your contractor's location, diagnostic of certain problems. (electric issues etc. would be beneficial to be done at HCC's location if needed)

Q11. Are we responsible for buying the tires, is there extra funding for this? We are not a tire shop, we do not provide this type of service?

**Response:** Tires are purchased under a separate contract.

Q12. Oil: Are we responsible for buying oil, is there extra funding for this?

**Response:** Oil needs (pm, etc.) are done in-house so only if there was a rebuild which could be added as parts need to complete the job.

Q13. We have the capabilities to perform routine vehicles maintenance PM's and TX DOT inspections, and any major truck components overhaul in an efficient and timely manner. However, will Houston Community College be responsible for paying every single repair performed up to and exceeding \$100,000?

**Response:** The resulting contract will not exceed \$100,000.

Q14. In performing Texas Department of Transportation -TX DOT inspections, HCC must consider and/or abide by those recommended repairs for the safety/legal issues of our roads, rules and regulations.

**Response:** HCC agrees with this statement.

Q15. It states on the contract, not more than one week for repairs, well some repairs do take longer than a week, A-1 Priority will have some repairs down longer for parts ordered and arrival time, for accurate work to be completed. However, it should not be longer than 4 weeks, unless it is a major engine repair.

**Response:** HCC agrees with this statement.

Q16. Truck repair services does not offer discounts for prompt payment. Houston Community College-HCC should not exceed past **10 days for payment** or work will be stopped due to non-payment.

**Response:** HCC, payment terms are, NET 30 day return.

Q17. What were some of the issues that the company who had this contract in the past experience?

**Response:** None.

Q18. What were some of the company setbacks?

**Response:** None.

Q19. What did HCC not like about the previous company, any complaints? If so, what type or kind?

**Response:** None.

Q20. How would HCC fix or perhaps would have liked the other company to handle the situation?

**Response:** None.

Q21. What are some major situations and/or issues that have happened with another company that performed service and parts to HCC?

**Response:** None.

Q22. What type of major engine repairs were needed in the past with this particular contract?

**Response:** None.

Q23. Has any other company who has had this contract exceed the \$100,000 limit for parts and/or service? If so, what for and why?

**Response:** The \$100,000 represents the anticipated annual spend.

Q24. Has any other company **not** exceed the \$100,000 limit and would we be doing the same type of work without adding new things-major engine repair in this new contract 2019?

**Response:** The \$100,000 represents the anticipated annual spend.

When issued, "Questions & Answers" shall automatically become a part of the solicitation documents and shall supersede any previous specification(s) and/or provision(s) in conflict with the Questions & Answers. All revisions, responses, and answers incorporated into the Questions & Answers are collaboratively from both the Procurement Operations and the applicable HCC Department(s). It is the responsibility of the bidder/respondent to ensure that it has obtained all such letter(s). By submitting a bid on this project, bidders/respondents shall be deemed to have received all Questions & Answers and to have incorporated them into this solicitation and resulting proposal response.

Furthermore, it is the responsibility of each Contractor to obtain any previous Questions & Answers associated with this solicitation.

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