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NOTICE TO OFFEROR

QUESTIONS AND ANSWERS

Solicitation Number 22-09

Request for Proposal (“RFP”)  
by Region 4 Education Service Center (“ESC”)  
for Exterior Surfacing Products, Services, and Paving Solutions

**QUESTIONS AND ANSWERS**

1. Question: Where is the TX Ethics website shown?

*Answer: Details about House Bill 1295 and the TX Ethics website can be found on page 26 of the PDF, under Appendix C, Doc #3.*

2. Question: On the flash drive submitted. What programs are acceptable?

*Answer: Standard Microsoft and Adobe programs and document formats are acceptable (Word, Excel, PDF).*

3. Question: How do you handle Product shipping costs throughout the US for 3-5 years

*Answer: Shipping can be noted separate from standard costs in a statement such as ‘plus standard shipping charges’.*

4. Question: We do not install the product that we sell. Contractors install our products. Will OMNIA/Region 4 accept other vendor RFP’s (that is from road installation contractors) to propose rates for installing our product?

*Answer: The product(s) can be listed in the Supplier’s response with it being noted that installation is separate. The installers/installation can also be included in the Supplier’s response.*

5. Question: How will the awarded offeror know that the member agency came through the Region4 22-09 contract with OMNIA Partners?

*Answer: Awarded Suppliers have a microsite available through OMNIA Partners where public agencies can view the contract documents, including the solicitation and award documentation. When a public agency intends to utilize a Master Agreement, made available through OMNIA Partners, the Awarded Supplier will be involved in that process. Awarded Suppliers will also have access to see which public agencies are participants today and can reach out to their Partner Development contact at OMNIA Partners for specific questions or other items as they may arise.*

6. Question: When a member agency is looking to purchase, how is the awarded offeror contacted?

*Answer: Each public agency has an associate, such as a Regional Manager, assigned to the agency. They work with the public agencies in their territories daily to establish relationships and generally, public agencies will either reach out to their OMNIA Partners associate or they will use the contact information made available on the Awarded Supplier's microsite. See Answer to Question 5 located in this Questions and Answers document for additional details.*

7. Question: Where and to whom do offerors email their completed Form 1295 Certificates to?

*Answer: Suppliers are to electronically file through the Texas Ethics Commission. See Answer to Question 1 located in this Questions and Answers document. Per page 26 of the RFP, the completed Form 1295 with the certification of filing must be filed with Region 4 ESC. A copy of the form can be included with the Supplier's response.*

8. Question: RFP Page 6, paragraph 5, Proposal Format states, "Offerors may also provide two (2) bound and signed original copies of the solicitation; however bound copies are not required." Please confirm the intent of this requirement is to provide signed printed copies of the original solicitation and printed copies of the entire response organized by tab.

*Answer: Offerors do not need to submit bound hard copies but can if they choose. Offerors are required to provide two (2) electronic copies on flash drives with signed copies of the solicitation. The intent of this requirement is to, at a minimum, have Offerors provide signed electronic copies of the solicitation and the entire response organized by tab.*

9. Question: RFP page 10, paragraph 21. Quality of Materials or Services states, "Offeror shall state the brand name and number of the materials being provided. If none is indicated, it is understood that the Offeror is proposing the exact brand name and number specified or mentioned in the solicitation. Since exterior surfacing products, services and paving solutions are primarily commodities, please confirm that offerors will not be required to state brand names and numbers of materials.

*Answer: Yes, Offerors will not be required to state brand names and numbers of materials as there are none indicated in the Scope of Work. See Addendum 1 for more details.*

10. Question: Due to the continued impact of COVID and the extra time needed to contact and confirm the permission of references, we respectfully request OMNIA extend the proposal due date by a minimum of 2 weeks.

*Answer: Yes, the due date is to be extended by two (2) weeks. See Addendum 1 for more details.*

11. Question: Are there any notes from the prebid conference?

*Answer: There are not but all questions that were asked at the pre-proposal meeting are included in this Questions and Answers document.*

12. Question: Are there any addenda's we need to acknowledge?

*Answer: Yes. Currently, there is Addendum 1.*