

Q&A - RFP 21-11 Fuel Card

1. Has the State of Montana definitively affirmed their participation in the OMNIA Partners Agreement (Appendix D) and Region 4 ESC's Appendix A?

Answer: Region 4 ESC does not know the specific needs of the State of Montana or other agencies that may choose to adopt the awarded contract. Any additional postings providing notice of the RFP are to meet local advertising requirements. Upon award, agencies will review the solicitation, evaluation process and awarded contract to determine if adoption of the contract is in the best interest of the agency.

2. For the State of Montana (participating via Letter of Intent to Participate), please specify the following:
 - A) How many vehicles are anticipated in Class 1-6?
 - B) How many vehicles are anticipated in Class 7-8?
 - C) What is the current annual fuel spend?
 - D) How many fuel cards are currently in use?

Answer: See Question #1. Offerors should respond with a balance of line offering to accommodate various needs of a participating agency.

3. For State of Montana, how are the following items currently being handled?
 - A) Maintenance
 - B) Road tolls
 - C) Bridge tolls
 - D) Emergency roadside assistance

Answer: See Question #1. Offerors should respond with a balance of line offering to accommodate various needs of a participating agency.

4. Under Appendix D, Exhibit A, Response for National Cooperating Contract, Paragraph 3.3 Marketing and Sales, Item L, (page 41) this item asks for a guaranteed annual sales volume, with administrative fee based on the larger of stated annual volume or actual annual volume. However:
 - A) There are no stated volumes for either State of Montana (via Letter of Intent to Participate) or Region 4 ESC, how are guaranteed volumes to be calculated? Answer: Offeror will determine volume.
 - B) As the awardee may be sole, or multiple and the end-user is not required to use contract even if awarded, how will minimums be calculated? Answer: Offeror will determine minimums.

Answer: Guaranteed sales are optional. If a supplier submits a contract sales guarantee and does not meet the sales number guaranteed, the supplier would be responsible for administrative fees based on the guaranteed amount. If a supplier exceeds the contract sales guarantee amount, they would be responsible for administrative fees on their total sales.

5. Is the estimated annual fuel card spend of \$50MM for Region 4 ESC only?
Answer: No. See Scope of Work and National Contract.

6. How many Region 4 ESC fuel cards will be issued in totality? Answer: There is no set number of cards. Offerors should respond with a balance of line offering to accommodate various needs of a participating agency.

7. Would invoicing be done at the district-level, or for each individual school?
Answer: Invoicing will be at individual participating public agency level. It is recommended to include any standard agreement documents with your response.
8. Upon an award, would any of Region 4 ESC's 48 school districts be required to participate in the card program?
Answer: It is encouraged but not required.
9. Due to the ongoing novel coronavirus, many Offerors have yet to return to the office and continue to work from home. Because of these unusual circumstances, will Region 4 ESC consider removing the hard copy requirement and instead allow Offerors to submit responses via email or online submission?
Answer: See RFP 21-11, III. Instructions to Offerors, #5 and Addendum #1.