

## Vehicle Leasing with Fuel and Maintenance Programs RFP 2020-05

### Q&A

September 24, 2020

1. What is the criteria for awarding the business?

**Sections 1.21 and 1.22 of the RFP outlines the criteria for awarding the business:**

**1.21 Evaluation:** The Authority will determine the most favorable submission provided in the most cost effective manner.

a. The Authority will award to the Vendor with the overall best bid based on all the factors listed below:

- i. The quality of the material and services offered
- ii. The ability, capacity and skill of the bidder to perform or provide the material or services
- iii. The capacity of the bidder to perform the contract or provide the service promptly, within the time specified, and without delay or interference
- iv. Price: The cost of the lease over the term, service programs, warranties, parts costs not covered by warranty, preventive maintenance inspections, fees for maintenance agreements that include parts and labor and ancillary charges for any other necessary equipment or services
- v. The character, integrity, reputation, judgment, training, experience and efficiency of the bidder
- vi. The ability of the Vendor to provide such future equipment, including additional vehicles, maintenance or service under this agreement, as may be needed

**1.22 Rule for Award:** The Authority will select the proposal best meeting the needs of the Authority from a responsive and responsible Vendor, taking into consideration the equipment proposed, the company's experience in providing such equipment, reference checks, proposed fuel and maintenance programs, any additional factors noted in Section 1.22 and the overall quality of the proposal as well as the proposal price.

2. Will credit be given for the equity of the current vehicles? Can we account for this in the quotes?

**Yes.**

3. Is factory ordering vehicles acceptable? (Our original recommendation was for replacement in the Spring)

**Yes.**

4. Is 2021 pricing acceptable vs the 2020 stated in the RFP?

**Yes.**

5. Is the Authority open to other makes/models that may be more cost advantageous?  
**No. That option is not outlined in the RFP.**
  
6. In the current pandemic state, is the RFP firm on receiving 2 hard copies of the proposal in addition to an electronic copy?  
**Yes.**
  
7. Will the Authority accept electronic signature?  
**Yes.**
  
8. Is having the documents notarized firm?  
**Yes.**
  
9. With the current partnership, are you still looking for additional references from EFM? If so, is there certain criteria you are looking for that would be helpful?  
**Yes. We prefer entities similar to ours and somewhat close to the Northeast.**
  
10. Is the Authority a member of Sourcewell or TIPS?  
**No.**