

Q&A for all RFPs 2112024-????????????

1. It is stated on page #21 that a USB will be accepted as an alternative. Is this to be accepted as an alternative to a printed paper copy?
 - A) Sorry but No. It is an alternative to the electronic copy emailed to the USETPA. (The line just above that line.)

2. If a manufacturer does not provide authorization letters, is it acceptable to provide a letter from their authorized distributor?
 - A) Yes, That is acceptable, as long as it states you are an authorized reseller of the products/services offered including warranties.

3. Are we able to add products in different categories over the duration of the agreement, if awarded to the initial contract?
 - A) No. Additional products/brands may only be added with each contract renewal, every 3 years (unless you request renewals to be completed manually each year instead of every 3 years after the initial contract.

4. Is there a specific format for the RFP response?
 - A) No, but it must be in an orderly fashion. Suggestion: Take each section and respond to it specifically in the order provided in the RFP.

5. Referencing Page #28 through #31, depending on the RFP, is the deadline for all questions 7 days before the due date of the RFP?
 - A) We have a deadline for written Q&A of 11-20-2024 and followed by a ZOOM meeting 2 days later. But there are inevitably holdover questions that may arise and they will be accepted if received at least 7 (seven) days prior to the deadline of 12/11/2024. The Q&A will all be answered as they arrive, then compiled to be posted (anonymously) online no later than 6 (six) days before the final deadline for the submission proposals to the published RFPs. This applies to all RFPs #s beginning with 2112024....

6. Will this bid be exclusively a brand network for all categories or other services be included to meet all categories?

- A) Exclusively the network brand (or equivalent) RFP that you are submitting a proposal to apply too. 1, 2, or 3 categories or more may be all you offering for that RFP.
 - B) If you want to offer other products/services please respond to RFP 2112024-A for all other brands/products/services in various categories unless its a different network brand (or equivalent). Most of the documentation for all RFPs will be the same, such as insurance forms, appendices, etc.
7. Will all categories need to be bid on, or would non brand Network categories need to be left blank?
- A) Categories that aren't supplied by the network brand (or equivalent) should be left blank.
8. Will you accept an alternative pricing model other than MSRP?
- A) Different companies (vendors) have different ways to provide a suggested retail price list or suggested standard price or MSRP. Courts have typically held that a discount from a standard price be provided in order to participate in a group or alliance pre-bid contract. Therefore, USETPA has to be able to show a difference in the vendor's standard price and the fact that there is a discount being offered, in any manner your company sees fit. Online catalogs are perfect and online published prices are quite acceptable, as long as there is a discount being offered that is available to clients to view. We have suggested that companies send us a link to that page or catalog instead of sending us a price sheet. The company may keep that page hidden from public view and only someone with the link would be able to access the page, if desired by the company.
9. Network brand RFPs Part 2 Sec. 1.18
- Q) Does the 10% M/WBE participation include resellers?
 - A) Yes and No. If the resellers are responding seperately, the answer is YES. But resellers listed only through the Manufacturer contract can count only if they are identified. They will not be identified online until we receive Appendix H for any company wishing to be identified. Have those resellers fill out and sign the Appendix H form. It does help with some localities for sales.This can be included or changed at any time and is not

required for the original submission. The manufacturer can submit those documents at any time.

10. Network brand RFPs Part 1 Sec. 1.9

Q) Can a digital copy sent on the due date and physical sent in the mail on the same date? Or does the physical copy need to arrive at USETPA by the due date?

A) No. Both the physical and electronic submissions must be received by the due date and time.

11. Network brand RFPs (General)

Q) Is this RFP/Contract intended to take the place of RFP Number 2007001?

A) Yes, but any contract already extended may still be appropriate. This (2112024.....) contract will expire in 3 years, and will be automatically extended for additional total of 10 years in 1-3 year periods (3 years is automatic unless we receive a written request for a manual renewal less than 3 years, ie. 1 year This manual request must be submitted before the current contract is automatically renewed.

12. Network brand RFPs I. CATEGORIES OF PRODUCTS
(Detail)

Q) Can products fall into more than one category? If so, is there guidance as to which category should be chosen? For example, both Category 1 and Category 16 call out "switches"

A) Switches in Category 16 are intended for bundled packages containing more than just switches. Several vendors offer security packages bundled for a (Example) "Security Package" which has multiple components that are typically listed at lower retail price, as the retail price for the package. This is not common but we have several vendors who do this, typically including their management of the bundle.

13. Network brand RFPs RFP 1. Categories of Products, Category 24 (Twenty-Four):
K-1 Analytics Solution

Q) The hourly rate table doesn't seem to apply to this section. Is it a separate section or should it be in a different section?

A) (A typo as it should read K-12) This applies to some specialized companies. Typically they include some services in their bundle, but additional support is

sometimes required by schools. Schools want an idea of the approximate cost of extra services/support if needed, in advance.

14. Network brand RFPs I.Scope 1.4 Responder Responsibilities

This section says that "The responder shall quote an hourly rate schedule for two (2) types of initial support upon request, or provide a fixed price Statements of Work (SOW) for deliverable-based services to the client..

- 1) Equipment Installation
- 2) Initial Software Configuration."

Q) Does this mean that the responder must quote these hourly rates or that the responder has the option to quote these hourly rates if the services are offered?

A) No, the manufacturer does not need to provide these hourly rates, but any authorized partner of the manufacturer must quote these rates including a discount, if the price list is requested by a potential client.

15. Network brand RFPs I. Scope 1.4 Responder Responsibilities

Q) If the responder is the Manufacturer, does the Responder still need to provide a letter of authorization? This seems to only apply if the Responder is a reseller.

A) If the Manufacturer is the responder to the RFP, then No Letter of Authorization is needed. Resellers outside of the manufacturer listed partners do need to produce a Letter of Authorization from the manufacturer or a distributor of the products.

16. Network brand RFPs 1.Scope 1.19 This section indicates an online link to suppliers suggested advertised retail price must be included, but an earlier section indicates that, if this is not available, a notarized MSRP list is acceptable?

Q) Is the notarized one still acceptable for bidding?

A) Yes. But if we publish that, it's valid for the 3 years of the contract, without changes in the MSRP or Standardized Price List pricing unless you provide in advance another paper copy of the changed Standard Price list we can publish prior to any sales. It is much easier for the company if this is posted and modified online and we are given a link to that Standard Price Listing, and may be provided after the award of a USETPA contract. This listing may or may not be publically viewable on a website. The discount may not change unless you are

offering a better discount, and then that better discount becomes the new minimum discount for the duration of the contract.