

Addendum #1
E&I RFP 683284
Equipment Rental and Other Products and Services

July 20, 2015

RFP 683284 - Equipment Rental and Other Products and Services

Pre-Proposal Meeting

A non-mandatory pre-proposal Conference Call was held on July 6, 2015. The following companies received a copy of the RFP (listed in Alphabetical order):

- a.) American Equip. Co, Inc.
- b.) Bigrentz, Inc.
- c.) Blueline Rental, LLC
- d.) H&E Equipment Services
- e.) Hertz Equipment Rental
- f.) Neff Rental, LLC
- g.) NES Rentals Holdings, Inc.
- h.) Sunbelt Rentals, Inc.
- i.) United Rentals, Inc.

The list of questions below was submitted to E&I by the potential suppliers prior to the deadline for written questions.

Question #1 – How are suppliers notified of members and in what format is it provided?

Answer #1 – The award winning Supplier or Suppliers receive a copy of the E&I Membership list once a Master Agreement is signed. The file will be provided in a Microsoft Excel format.

Question #2 – How often is the Member list provided and what information is included?

Answer #2 – The Award winning Supplier receives a full contact listing of Members once the Master Agreement is signed. Information that is included in the Member list contains the following; E&I Member number, Name of the Member Institution, contact person, title, address, phone number, email address, Membership Classification (i.e. higher education, k-12, etc.), and the E&I Member Relations Executive (MRE) name. Suppliers may ask for an updated Member list as needed, but E&I automatically provides a monthly Membership update with added or dropped Members (if any).

Question #3 – Do members ever join and then leave the coop program, and if so, are membership lists updated to reflect this?

Answer #3 – Yes, Members may leave the Cooperative if they choose. The monthly updated list will reflect any new Members as well as any that have dropped their Membership. We are a Member owned, not for profit Cooperative and use of Contracts is not mandatory.

Question #4 – If a Supplier has multiple coop agreements, is equitable promotion of the various programs acceptable?

Answer #4 – As a requirement for this RFP, section 6.7 on the bottom of page 18 and the top of page 19 of the RFP document, we require the Supplier to make E&I their primary (go to market) offering for the Education market. Our Cooperative is basically for the Education market which makes us different from other Cooperatives. Because of this structure our Suppliers make us their go to market contract for Education (Higher Education, Community Colleges, Trade Schools, and K-12). Suppliers are allowed to take exception to any term in the RFP document, but the Supplier must provide an alternative to what is required by E&I in order to be in compliance with the RFP document.

Note: Any exceptions to terms and conditions must be noted as an exception and an alternate solution provided for us to review at the time of evaluation. It is preferred that there not be any exceptions, but we will consider alternative language if it meets the needs of our members.

Question #5 – If certain VRF fields are inapplicable (e.g., United Nations Standard Products and Services Code) can the report be amended as such?

Answer #5 – Yes, Suppliers may note any VRF fields that the company is not able to provide.

Note: VRF fields are important to E&I. All of the information asked for in the VRF are used in the development of contracts. Any exceptions to our requirements will be reviewed at the time of evaluation and may need to be revisited later in the evaluation process.

Question #6 – Can pricing for pickup and delivery of equipment be negotiated at time of rental rather than giving a set amount in the proposal?

Answer #6 – Yes, based on institutional requirements (location, length of rental, etc.) delivery and pick-up charges can be quoted on an as needed basis.

Question #7 – How will a supplier manage subcontractors use of the contract?

Answer #7 – E&I has a letter provided to the Supplier by the Member to allow subcontractors to utilize an E&I Contract.

Question #8 - Do members have to notify a supplier that they have engaged a subcontractor and provide the subcontractor information to the supplier?

Answer #8 – Members or their designee (i.e. a management company hired by the Member) should notify a Supplier that a subcontractor will or may be engaged for a project and provide any information that your company may require about the subcontractors use of the E&I Master Agreement. The Supplier may then require the subcontractor to provide them additional information such as a credit application.

Question #9 - Will the terms and conditions such as indemnity of the contract between the Supplier and E&I exist for a rental between a subcontractor and the Supplier?

Answer #9 – We are addressing this with our legal counsel and reply to this question soon.

Question #10 - Within the RFP document, certain special conditions are inapplicable to rentals. Is the Supplier allowed to mark them as not applicable (N/A) in the proposal response?

Answer #10 - Suppliers are allowed to take exception to any term in the RFP document, but the Supplier must provide an alternative to what is required by E&I in order to be in compliance with the RFP document.

Please sign below to acknowledge receipt of this addendum and return with your submittal of the RFP to acknowledge receipt of the addendum.

We sincerely look forward to receiving your proposals. Thank you for your time and interest in doing business with our members through E&I Cooperative. If you have any questions in regards to the addendum, please contact me by email at mgoldwater@eandi.org and copy Bob Solak at bsolak@eandi.org

Sincerely,



Mary Sue Goldwater, C.P.M.
National Category Director -Facilities

Addendum 1 Acknowledged:

Company Name

Date

Authorized Signature