



# Shelby County Tennessee

Mark H. Luttrell, Jr., Mayor

## Questions & Answers

*Issued: May 16, 2016*

### **RFQ 16-004-68 On-Site Auto Parts Warehouse**

#### **TO ALL PROSPECTIVE BIDDERS:**

The following questions were submitted by potential vendors. Our answers are listed in **red** below:

#### **Question:**

1. Is there an estimated annual parts spend available?

**= \$406,000 for FY 15**

2. What is the County's main objective to be achieved by sourcing out the parts room?

**To provide required parts for repair and maintenance of Shelby County Fleet vehicles and equipment, with most parts in stock and available upon request.**

3. Would the successful proposer whom is awarded a contract as a result of this RFP be required to purchase the current parts inventory? What is the value?

**NO**

4. Can we obtain a copy of the current parts inventory with usage information?

**N/A**

5. How many parts personnel are in place today? Is this sufficient?

Two. One Counter/Parts person and one delivery driver. This is sufficient.

6. Are all parts and supplies to be provided the responsibility of the awarded contractor? Are there any limitations or exclusions?

Vehicle and equipment parts requested by Shelby County Fleet Services will be the responsibility of the contractor. Shelby County reserves the right to exclude certain parts and supplies and seek alternate sources.

7. Can you please provide a vehicle/equipment list?

See attachment

8. Is there an interest in providing an electronic connectivity between the contractor's inventory management/transaction system and the County's fleet management system in order to automate the posting of parts information to work orders?

Shelby County Fleet Services will provide access to our Faster fleet software to utilize for equipment identification and verification. Parts input into the system will be performed by Fleet Services personnel.

9. What is the current Fleet Management System?

Faster

10. Can the County's supplied parts room be secured by the awarded contractor?

The parts room is currently secured by the contractor and will be the policy going forward.

11. Can the awarded contractor add internet and phone lines into the parts room?

We currently provide a phone line and internet access.

12. Is the County's Fleet Maintenance shop a Union affiliated shop?

Yes. IBEW