

# **Notice of Amendment # 1**

## **Invitation for Bid**

**IFB # 3160006442**

**Hauling Alcoholic Beverages within the Jackson Metropolitan Area**



Mississippi Department of Revenue  
500 Clinton Center Drive  
Clinton, MS 39056

**Contact:** Nyla Kendrick, Procurement Officer – [nyla.kendrick@dor.ms.gov](mailto:nyla.kendrick@dor.ms.gov)

**Question #1:**

Please provide a listing of the delivery locations for the subject IFB.

**Answer:**

A listing of current permit locations can be viewed on our website at <https://tap.dor.ms.gov/> / Please be advised that this information is subject to change.

**Question #2:**

Will detailed data be made available to bidders, such as: daily cases per licensee deliveries over the last 12 months so appropriate price modeling can be completed for the IFB responses? (data detail: delivery day, time, number cases, address, or licensee number)

**Answer:**

Below is the routing data for the last three (3) months.

- 393 customers
- 6 routes
- Average of 5 loads per day
- Average # of stops per route (See below)
- Route 1 – 16.5
- Route 2 – 17
- Route 3 – 12
- Route 4 – 10
- Route 5 – 14
- Route 6 – 13

Please visit the link for more detailed information ([IFB Route and Shipment Details](#)). Please be advised that this information is subject to change.

**Question #3:**

Will a full list of Licensees be made available with addresses per IFB scope of work?

**Answer:**

Please visit our website at <https://tap.dor.ms.gov/> / Please be advised that this information is subject to change.

**Question #4:**

Has Mississippi DOR approved “price per case” adjustments by contract holders over the last 4 years from both incumbents on Metro Hauling or Statewide Hauling contracts?

**Answer:**

No. The Department has not approved “price per case” adjustments by contract holders over the last four (4) years.

**Question #5:**

Please provide a copy of the contract that the Mississippi Department of Revenue will require the winning bidder to sign, please.

**Answer:**

A copy of the current contract for Metro Hauling Services can be viewed here by searching <https://www.transparency.ms.gov/> contract # 8200056266. The new contract will be similar to the current contract.

**Question #6:**

Will Metro Hauling or Statewide Hauling bid winners be allowed to park (domicile) or operate from a small office on the MDOR Warehouse property?

**Answer:**

No offices will be available or provided on the Department's Warehouse property to the winning bidders for Metro or Statewide Hauling contracts. Per the Invitation for Bid, the bidder must provide for secured yard storage of loaded trucks. (See Section 4.0 – Minimum Bidder Qualifications to be Deemed Responsible - Item 4.5 within the Invitation for Bid)

**Question #7**

Are there any delivery addresses with special delivery requirements? Example: deliver from the street, municipal ordinances on truck traffic, etc.

**Answer:**

There is a possibility that there are delivery addresses with special delivery requirements. Please be advised that this information is always subject to change. However, the Department does not have any special delivery requirements to provide currently.

**Question #8:**

Are there any special labeling or handling requirements?

**Answer:**

The Department currently applies labels with the necessary information needed on all cases that are shipped. There are no special labeling or handling requirements to be performed by the carrier.

**Question #9:**

In order to provide accurate pricing, we need more route/shipment details. Can you provide historical routing data? Please include trailer pickup date, delivery date, retailer, stop sequence and number of cases delivered.

**Answer:**

Please refer to Question # 2.

**Question #10:**

Please provide more details regarding the ongoing litigation with the incumbent provider.

**Answer:**

There are currently no lawsuits pending with the incumbent provider.

**Question #11:**

Does the current provider use driver helpers for unloading?

**Answer:**

Is it at the discretion of the carrier whether driver helpers are needed and not a requirement by the Department.

**Question #12:**

What is the order cutoff time for retailers?

**Answer:**

The current order cutoff time for permittees is 11 a.m. Monday-Friday. Please be advised that this is always subject to change.

**Question #13:**

What procedures are currently in place to prevent theft?

**Answer:**

The question concerning the procedures that are currently in place to prevent theft is not specific enough for a response.

**Question #14:**

Will the state accept a claims process whereby the carrier only has to deal with the state vs. all the permittees? Our experience shows that 99% of the claims arise between the state and the carrier.

**Answer:**

No. The Department will not accept a claims process whereby the carrier only has to deal with the state vs. all the permittees. (See Section 5.1 – Carrier Responsibilities located within the Invitation for Bid)

**Question #15:**

Is the state open to a fixed and variable pricing solution? Specifically, a weekly fixed charge plus mileage and stop charges?

**Answer:**

No. (See Section 3.0 – General Terms of Contract within the Invitation for Bid)

**Question #16:**

Is the state open to a minimum weekly case count for billing purposes based on the 870k annual count identified in the RFP?

**Answer:**

No. (See Section 3.0 – General Terms of Contract within the Invitation for Bid)

**Question #17:**

Can you provide a list of stores designated as “restricted” that require a truck smaller than a tractor trailer for delivery? (Section 4.0 – Item 4.3)

**Answer:**

The Department does not have any records relating to delivery restrictions at permittee locations. This determination is generally made by the carrier and permittee. Please be advised that permittees can always change or move locations.

**Question #18:**

If there are large spikes in volume and we need to use outside carriers, what would have to happen for the breach of contract termination clause to be executed? (Section 5.1 – Item 2)

**Answer:**

The Invitation for Bid requires the bidders to have adequate staff and equipment to handle large shipping volumes. If the carrier chooses to use outside carriers, they would be subject to the same terms and conditions as the contract carrier. (See Section 4.0 – Minimum Bidder Qualifications to be Deemed Responsible within the Invitation for Bid)

**Question #19:**

Please provide more insight regarding “ABC reserved the right to reasonably adjust shipping and loading schedules as it deems necessary.” What is considered a reasonable adjustment? How often do these adjustments occur? (Section 5.1 – Item 7)

**Answer:**

Currently, the Department, the 3<sup>rd</sup> Party Operator, and State Carriers have a shipping start time of 4:00 p.m. Issues that could delay the start time would be a system breakdown or weather issues. This may occur sporadically. If such conditions arise, the Department will notify the carriers of any changes as soon as possible.

**Question #20:**

The yard spotter must be available for the entire loading process. How long does the loading process take? Do you have an example loading schedule we can use to accurately design and price our solution? (Section 5.1 – Item 8)

**Answer:**

Currently, Metro Carriers uses bob trucks and has a spotter present to move the trucks as they are loaded. On average, it takes about ten (10) hours total to load between twenty-seven (27) to thirty-three (33) trucks a night. Metro trucks alone take approximately three (3) hours to load. There is currently no example of the loading schedule.

**Question #21:**

Are there financial penalties associated with missing guaranteed next day delivery? Can you provide a list of retailers that are in the southern part of Madison county? (Section 5.1 – Item 10)

**Answer:**

There are currently no penalties associated with missing guaranteed next day delivery. Gluckstadt, Madison, and Ridgeland are considered the southern parts of Madison County. Please visit <https://tap.dor.ms.gov/> for a list of permittees.

**Question #22:**

Please define a “double shipment.” How often do they occur? (Section 5.1 – Item 11)

**Answer:**

A double shipment refers to two (2) stops/shipments at the same location within the same day. The Department has not had any double shipments to occur within the last thirty (30) days. However, the Department reserves the right to utilize double shipments.

**Question #23:**

“The carrier must adopt a delivery schedule to reasonably accommodate permittees when possible.” What accommodations would be required other than delivery between 10 am-10 pm window? (Section 5.1 – Item 13)

**Answer:**

Adverse events or Acts of God are incidents that may require the carrier to make reasonable accommodations that would require delivery outside the 10 a.m. – 10 p.m. hour windows. Otherwise, the delivery expectations are between the windows of 10 a.m. – 10 p.m.

**Question #24:**

“The carrier must adopt a delivery schedule to reasonably accommodate permittees when possible.” Is the state willing to develop and institute and/or allow the carrier to develop and institute a managed delivery schedule where permittees receive delivery once per week? Or twice per week? (Section 5.1 – Item 13)

**Answer:**

Currently, the required delivery schedule is between the hours of 10 a.m. - 10 p.m. The Department would consider modifications to the delivery schedule proposed by the winning carrier. However, any changes are subject to the Department's approval and must guarantee next workday delivery in Hinds, Rankin, and the southern portions of Madison County, excluding permitted locations located in the municipal limits of the cities of Canton and Flora. (See Section 5.1 – Carrier Responsibilities within the Invitation for Bid)

**Question #25:**

“In the event of a merchandise return authorized by ABC at the permittee’s request, the cost of the return that the carrier charges the permittee shall never exceed the cost of the delivery charge that ABC pays the carrier for the item(s) returned.” Is the carrier responsible for billing individual permittees for returns? (Section 5.1 – Item 14)

**Answer:**

The carrier is responsible for billing the permittee for errors that are returned to the ABC. The carrier is responsible for billing the Department for warehouse errors.

**Question #26:**

What constitutes an emergency situation that would require a delivery on Saturday or a holiday?  
(Section 5.1 – Item 18)

**Answer:**

In the past, the Department has not agreed to pay overages. The Department has never required delivery on a Saturday or holiday. However, incidents beyond the Department's control may require delivery on a Saturday or holiday. (The carrier may opt to deliver on a Saturday if there's an issue to occur on a Friday that prevents delivery on a Friday.)

**Question #27:**

"Please note that the reporting time for loading of trucks at the LDC can vary substantially."  
What does "substantially" mean in this context? (Section 5.2 – Item 14)

**Answer:**

The word "substantially" is used to describe significant changes in workloads or breakdowns which are very seldom. The reporting time for loading rarely changes. If the loading time does change, the carrier will be notified beforehand in a timely manner.