

# **Notice of Amendment # 1**

## **Invitation for Bid**

**IFB # 3160006431**

**Hauling Alcoholic Beverages - Statewide**



Mississippi Department of Revenue  
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**Question #1:**

How will the legislation enacted during the 2024 Legislative Session which alters, in whole or in part, the terms of this IFB be addressed?

**Answer:**

The Department is unable to determine what changes would be necessary, if any, until a bill becomes law. If any legislation is passed during the 2024 Legislative Session that alters this Invitation for Bid, the Department will address the necessary changes at that time.

**Question #2:**

Will the successful bidder be compensated for damages and expenses as a result of legislation enacted during the 2024 Legislative Session which negates or otherwise modifies or restricts the authority of the Department of Revenue to enter into such a contract, or otherwise alters the terms of this IFB?

**Answer:**

No. The successful bidder will not be compensated for any damages and expenses as a result of legislation enacted during the 2024 Legislative Session.

**Question #3:**

What impact will the enactment of SB 2853 (2024 Legislative Session) which if enacted will create the Alcoholic Beverage Corporation, have with respect to this IFB?

**Answer:**

The Department is unable to determine the impact of a bill until a finalized version becomes law. If this legislation passes, the Department will address the issue at that time.

**Question #4:**

HB 1354 (2024 Legislative Session) provides in pertinent part that the site for the new liquor distribution warehouse shall be “at the Holmes County Industrial Park located west of Interstate 55 on Mississippi Highway 12 in Holmes County, Mississippi, as such location is the approximate geographical center of the State of Mississippi.” Regarding the location of the new liquor distribution warehouse, the Invitation to Bid directs bidders to prepare the bid with the assumption that the bidder will ship from the current warehouse at 1286 Gluckstadt Road, Madison County, Mississippi, or future location located within 50 miles of the state capitol. Inasmuch as the location for the new warehouse as provided in HB 1354 is greater than 50 miles from the state capitol, is the IFB process going to be modified to contemplate such an eventuality and if so in what regard?

**Answer:**

Per the Invitation for Bid, a contract is being proposed with a qualified agency to provide a freight, hauling and delivery plan for alcoholic beverages for the Alcoholic Beverage Control Distribution Center located at 1286 Gluckstadt Road, Madison County, Mississippi *or future location located within 50 miles of the state capitol*. Therefore, the IFB process will not be modified. (See Section 1.0 – Purpose within the Invitation for Bid)

**Question #5:**

Are 3,400,000 cases per year a projection of anticipated yearly output? If not, what is 3,400,000 cases per year based on?

**Answer:**

The 3.4M cases per year is not a projection of anticipated yearly output. It is based on the number of cases shipped in 2023 and assumes a 3% increase in cases shipped each year. 3.4M is the estimated number of cases to be shipped in the 4<sup>th</sup> year of the contract (2028) assuming a 3% increase in cases shipped each year.

**Question #6:**

What role of involvement, if any, will the Third-Party Operator have with regard to issuing credits to the shipper for damaged product?

**Answer:**

Currently, the 3<sup>rd</sup> Party Operator has no direct involvement with the issuing of credits to carriers for damaged products.

**Question #7**

Who is responsible for any additional costs incurred by the shipper in instances where merchandise is not distributed as a direct result of the failure to provide sufficient warehouse personnel?

**Answer:**

The Department will take care of dry-concealed damage during the loading process. However, once the items are loaded onto the truck and they become damaged and are unable to be delivered to the permittee, the Department is no longer responsible.

**Question #8:**

What role or involvement, if any, will the Third-Party Operator have with regard to adjusting shipping and loading schedules?

**Answer:**

The Department works in conjunction with the 3<sup>rd</sup> Party Operator regarding adjusting shipping and loading schedules. The 3<sup>rd</sup> Party Operator's input is needed but ultimately, the Department makes the final decision.

**Question #9:**

What role or involvement, if any, will the Third-Party Operator have with regard to preventing damaged cases from being loaded onto the shipper's truck?

**Answer:**

The carrier company is responsible for having someone to oversee the loading process to ensure that no damaged cases are being loaded onto the truck. The proper procedures should be

followed in the event that cases are damaged. (See Section 5.1 – Carrier Responsibilities located within the Invitation for Bid)

**Question #10:**

What role or involvement, if any, will the Third-Party Operator have with regard to specifying the shipper's delivery schedule?

**Answer:**

Please refer to Question # 8.

**Question #11:**

What is the verification process to determine if a bidder has sufficient equipment to deliver a minimum of 3,400,000 cases per year and when will this occur?

**Answer:**

The bidders are doing a self-verification at the time of bid submission. The bidder must have the ability to provide sufficient equipment to deliver a minimum of 3.4M cases a year. (See Section 4.0 – Minimum Bidder Qualifications to be Deemed Responsible located within the Invitation for Bid)

**Question #12:**

What is the verification process to determine if a bidder can provide sufficient drivers to deliver a minimum of 3,400,000 cases per year and when will this occur?

**Answer:**

Please refer to Question # 11.

**Question #13:**

What are the average number of routes for each shipping day of the week that are shipped out of the central warehouse?

**Answer:**

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

- 1988 customers
- 26 routes
- Average of 24 loads per day
- Average # of stops per route (See below)
- Route 1 – 27
- Route 2 – 26
- Route 3 – 21
- Route 4 – 35
- Route 5 – 15
- Route 6 – 11
- Route 7 – 15
- Route 8 – 9

- Route 9 – 14
- Route 10 –16
- Route 11 - 14
- Route 12 – 12
- Route 13 – 13
- Route 14 – 13
- Route 15 - 11
- Route 16 – 9
- Route 17 – 41
- Route 18 – 12
- Route 19 – 12
- Route 20 – 9
- Route 21 – 12
- Route 22 – 10
- Route 23 – 14
- Route 24 – 18
- Route 25 – 11
- Route 26 - 14

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

**Question #14:**

What is the average number of stores that are loaded on a route during the week?

**Answer:**

Please refer to Question # 13.

**Question #15:**

Is a list of equipment used by the current carrier available?

**Answer:**

There is currently not a list of equipment used by the current carrier available.

**Question #16:**

Approximately how many customers do you average delivering on a weekly basis?

**Answer:**

Please refer to Question # 13.

**Question #17:**

How many total customers does the system show that could potentially receive delivery outside of the Metro Jackson area?

**Answer:**

Please refer to Question # 13.

**Question #18:**

What is the minimum order quantity?

**Answer:**

The minimum order quantity for bailment products is ten (10) cases. The minimum order quantity for a “special order” product is one (1) case.

**Question #19:**

Are customers able to order any day of the week they would like or is there an order/delivery schedule they must abide by? For ex. Broken into regions or specific zones? If there is a schedule, could we please see the schedule.

**Answer:**

Yes, customers can order any day of the week they would like. There is not a set schedule.

**Question #20:**

Are customers able to place an order for any number of deliveries they would like during the week as long as they meet the minimums?

**Answer:**

Yes. Customers may place an order for any number of deliveries they would like during the week as long as they meet the minimums.

**Question #21:**

Is the breakage paid directly to the permittee by the carrier or is the carrier billed by ABC?

**Answer:**

The breakage is paid directly to the permittee by the carrier.

**Question #22:**

During returns, does the carrier bill the permittee directly or will that return be billed by ABC to the permittee?

**Answer:**

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

**Question #23:**

Do any orders require lift gates or electric material handling equipment? Is it all unloaded by hand trucks?

**Answer:**

This is at the discretion of the carrier company.

**Question #24:**

Are there any products that require temperature-controlled environments, i.e. refrigerated trailers for transportation and delivery?

**Answer:**

There are not any products that require temperature-controlled environments currently. However, that is subject to change.

**Question #25:**

I do not see any requirements but is any type of electronic signature or document required upon delivery to a permittee?

**Answer:**

At the time of delivery to the permittee, the carrier must obtain a delivery signature from the permittee or his representative confirming the date of delivery and receipt of the cases listed on the bill of lading. The carrier agrees to provide such documents evidencing proof of delivery to the Mississippi Department of Revenue upon request. (See Section 5.1 – Carrier Responsibilities – Item 10 located within the Invitation for Bid)

**Question #26:**

How much capacity does the current central warehouse have for staging trailers to be loaded?

**Answer:**

The truckyard can hold approximately twenty (20) to twenty-five (25) for staging trailers, but not all are utilized at the same time. Currently, there are fifteen (15) trailers and twelve (12) doors. The measurements of the truck yard are 153 ft deep from the warehouse to the curb and 291 ft wide in width from curb to curb.

**Question #27:**

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 date, time, number cases, address, or license number)

**Answer:**

Please refer to Question # 13.

**Question #28:**

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

**Answer:**

Please visit <https://tap.dor.ms.gov/> for a full list of permittees. Please be advised that this information is subject to change.

**Question #29:**

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 Mississippi Department of Revenue has not approved “price per case” adjustments by contract holders over the last four (4) years.

**Question #30:**

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 Statewide Hauling Services can be viewed here by searching <https://www.transparency.ms.gov/> contract # 8200050770. The new contract will be similar to the current contract.

**Question #31:**

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 #32:**

Are there any delivery addresses with special delivery requirements? Example: delivery from the street, municipal ordinance 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 #33:**

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 #34:**

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 # 13

**Question #36:**

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 #37:**

Is the state open to a minimum guaranteed weekly case count for billing purposes based on the 3.4M annual count identified in the RFP?

**Answer:**

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

**Question #38:**

Can you provide a list of stores designated as “restricted” that require a 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 #39:**

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 #40:**

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 #41:**

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:**

Yard spotters should be provided to confirm what is being loaded on the truck and to watch out for damaged items. On average, it takes about ten (10) hours total to load between twenty-seven (27) to thirty-three (33) trucks a night. It generally takes approximately seven (7) to eight (8) hours to load the Statewide Trailers. There is currently no example of the loading schedule.

**Question #42:**

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 #43:**

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 #44:**

“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 #45:**

“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 parts 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 #46:**

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

**Question #47:**

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 #48:**

“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.