

ADDENDUM #1
EM-MMRS-RFP-2023-01



MEDICAL AND FIRST AID SUPPLIES

May 8, 2023

ADDENDUM #1

EM-MMRS-RFP-2023-01

This document, Addendum #1, is issued to provide the following items:

- Information Item 1: Pre-Proposal Conference Attendance and Presentation Materials;
- Information Item 2: Questions and Responses

Each item is detailed below:

I. Information Item 1: Pre-Proposal Conference Attendance and Presentation Materials

The Pre-Proposal Conference for RFP No. EM-RFP-2023-01 was held at 2:00 p.m. on Friday, May 5, 2023. Copies of the attendance list and presentation slides are attached.

II. Information Item 2: Questions and Responses

Questions below were received in writing by the deadline for Submission of Questions (the deadline was 2:00 p.m. on May 4, 2023 (see RFP p. 4 -5, Section IV. Schedule of Events):

1. Section 6.1-Its indicated that you will award to the highest percentage discount by manufacturer from the list provided. If the award is based on the discount only and not the resulting price after discount may provide inaccurate results.

[There is no answer to be provided as this is a statement.](#)

2. Section 6.2-Now will we need to have one singular discount that covers all items regardless of the manufacturer, or will you allow for different discounts to be offered on each individual manufacturer?

[Different discounts are allowed to be offered on each individual manufacturer.](#)

3. Will you be evaluating by price or by discount only?

[Both price and discount will be taken into consideration.](#)

4. Under I. Purpose you ask for 18 month dating for expiration date on pharmaceuticals. While we would make every effort to meet this requirement, pharmaceutical manufacturers do not always provide product that exceeds the one-year mark. Would the City be agreeable to receiving a notification to review and approve ship for any pharmaceutical items that do not meet automatically meet the requirement listed?

Yes, the organization would be agreeable to receiving a notification to review and approve any pharmaceutical items that do not automatically meet the requirements listed.

5. Since the questions are due before the pre-bid meeting you be extending the question date to allow for additional questions that may arise from that meeting?

No, the last opportunity for questions was during the pre-proposal meeting.

Pre-Proposal Conference Attendance and Presentation Materials



SIGN-IN SHEET

Meeting: Pre-Proposal Conference for EM-MMRS-RFP-2023-01

Date: May 5, 2023

Time: 2:00 PM

1	Name: <u>Jaquil Tatum</u>	Representing: <u>HRPDC</u>	Phone:
	Email: <u>jtatum@hrpdcva.gov</u>	Address:	
2	Name: <u>John Sadler</u>	Representing: <u> </u> <u> </u>	Phone:
	Email: <u>Jsadler@hrpdcva.gov</u>	Address:	
3	Name:	Representing:	Phone:
	Email:	Address:	
4	Name:	Representing:	Phone:
	Email:	Address:	
5	Name:	Representing:	Phone:
	Email:	Address:	
6	Name:	Representing:	Phone:
	Email:	Address:	
7	Name:	Representing:	Phone:
	Email:	Address:	
8	Name:	Representing:	Phone:
	Email:	Address:	

MEDICAL AND FIRST AID SUPPLIES

PRE-PROPOSAL CONFERENCE

HAMPTON ROADS PLANNING DISTRICT COMMISSION
MAY 5, 2023



EM-MMRS-RFP-2023-01

1

Request for Proposals

2

The HRPDC (Organization), is soliciting proposals to establish a term contract to purchase medical and first aid supplies for the Hampton Roads Metropolitan Medical Response System (MMRS) on an “as needed” basis.”

Please monitor the following websites for updated information:

- ▣ <https://www.hrpdcva.gov/page/procurement/>
- ▣ <https://www.hrtpo.org/page/procurement/>

2

Please note:

3

- **This Pre-Proposal Conference is the last opportunity for offerors to ask questions.**
- Written responses to questions will be provided in an addendum on 05/08/2023.
- The attendance list and a copy of this presentation will be included in the addendum.

3

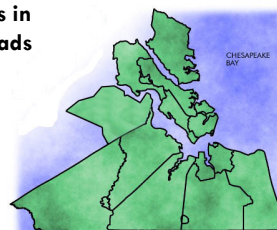
Hampton Roads MMRS Program

4

The Hampton Roads MMRS program reduces the consequences of a mass casualty incident during the initial period of a response by having augmented existing local operational response systems before the incident occurs.

MMRS maintains a pharmaceutical cache of nerve antidotes, antibiotics and other medications that are immediately available in all EMS agencies, hospitals, and public health departments in Hampton Roads. More information about the Hampton Roads MMRS is available at <https://www.hrmmrs.org/>.

The Hampton Roads MMRS is managed by the Tidewater EMS Council. The Hampton Roads Planning District Commission serves as the fiduciary agent for the Hampton Roads MMRS.



4

Schedule of Upcoming Events

(subject to change)

5

The Organization shall make every effort to adhere to the following schedule leading to the award of a contract; however, *this schedule is subject to change*. **Please monitor the following websites for updated information:**

- <https://www.hrpdca.gov/page/procurement>
- <https://www.hrtpo.org/page/procurement/>

Event	Date
Publish RFP Addendum	May 8, 2023
Deadline for Submission of Proposals	2:00 p.m. May 30, 2023
Oral Presentations	June 9, 2023
Intent to Award Notice	June 12, 2023
Contract Award	June 22, 2023

5

Proposal Evaluation

6

Selection will be made on the basis of the following factors and the results of any oral presentations

Selection Criteria	Value
Ability to meet expiration specifications	20%
Ability to offer on-line ordering	10%
Ability to offer 24-hour service	10%
Ability to provide Class 2 and 4 pharmaceuticals	20%
Capable of 5 and 10 day delivery	10%
DBE/SWaM Participation*	10%
Prices	20%
Total	100%

* See RFP p. 9 for detailed information on DBE/SWaM Participation

6

Addendum – May 8, 2023

7

Questions Received by Deadline 2:00 p.m. on May 4, 2023:

1. Section 6.1-Its indicated that you will award to the highest percentage discount by manufacturer from the list provided. If the award is based on the discount only and not the resulting price after discount may provide inaccurate results.
2. Section 6.2-Now will we need to have one singular discount that covers all items regardless of the manufacturer, or will you allow for different discounts to be offered on each individual manufacturer?
3. Will you be evaluating by price or by discount only?

Addendum – May 8, 2023

8

Questions Received by Deadline 2:00 p.m. on May 4, 2023:

4. Under I. Purpose you ask for 18 month dating for expiration date on pharmaceuticals. While we would make every effort to meet this requirement, pharmaceutical manufacturers do not always provide product that exceeds the one-year mark. Would the City be agreeable to receiving a notification to review and approve ship for any pharmaceutical items that do not meet automatically meet the requirement listed?
5. Since the questions are due before the pre-bid meeting will you be extending the question date to allow for additional questions that may arise from that meeting?

Questions?

All questions and answers will be documented in the
May 8, 2023 addendum

Only questions answered by formal written addenda will be
binding; oral and other interpretations or clarifications will be
without legal effect.

Please monitor websites for updated information:

<http://hrpdcva.gov/page/procurement/>

<https://www.hrtpo.org/page/procurement/>



EM-MMRS-RFP-2023-01

9