

Missouri Department of Transportation
Patrick McKenna, Director

573.751.2551
Fax: 573.751.6555
1.888.ASK MODOT (275.6636)

ADDENDUM 001
On-Line Auction Services
RFP 6-160630LK

Offerors should acknowledge receipt of Addendum 001 (ONE) by **signing** and **including it** with the original proposal. The due date for receipt of proposals is **unchanged** by this Addendum. The following changes shall be included as mandatory requirements for this solicitation. All other terms and conditions remain unchanged and in full force.

Name and Title of Signer (Print or type)	Name and Title of Department Authority Leann Kottwitz Senior General Services Specialist
Contractor/Offeror Signature _____ (Signature of person authorized to sign)	Department of Transportation Leann Kottwitz (Authorizing Signature) <i>Leann Kottwitz</i>
Date Signed:	Date Signed: June 17, 2016

General Questions:

Question:

Since the contractor will be processing payments, is the contractor required to have an auctioneer's bond with the State of Missouri?

Response:

No.

Question:

Since the contractor will be processing payments, is the contractor required to have crime insurance with the State of Missouri?

Response:

No.



Question:

Is the contractor permitted to submit proposals for Partial fulfillment of the RFP (such as the Public Auction Site Only)?

Response:

No.

Question:

Other departments in the State of Missouri require contractors to enroll in the US e-Verify program. What employment eligibility information are contractors required to provide, other than the submission of the affidavit in attachments 4 or 5, as appropriate?

Response:

E-Verify federal work authorization program.

Question:

Is there a Pre-Bid Conference associated with this RFP?

Response:

No.

Question:

For auctions of assets with a quantity greater than 1, is the auctioneer expected to conduct sales in which manner(s)?

- a. "One Money" – Bidder will get ALL items in the lot for ONE PRICE, regardless of quantity (A Bidder bids \$12 for one lot of 12 items – owes \$12)
- b. "Times the Money" – Bidder will bid on the price for EACH item, and the bidder MUST PURCHASE ALL. (A Bidder bids \$1 for each item in a 12 item lot – owes \$12)
- c. "High Bidder Choice" – Bidder will get the RIGHT TO SELECT as many lots as they choose (A bidder bids \$1 for choice of items in a 12 item lot – the bidder selects 5 items and owes \$5. The remaining 7 lots would still be available for sale)

Response:

The response is a. "One Money".

Section 2 Questions:

Question:

2(A)1.4 – "The Offer shall, upon request by MoDOT, provide advertising services for unique of high value property." – If the contractor is required to develop an advertising

program, who is responsible for paying for the ads? Is the contractor allowed to assess an administrative fee to coordinate the program?

Response:

No.

Question:

(A)1.4 – “**The Offeror shall alert, notify, publish, or otherwise communicate to electronic newsgroups..... the presence of a MoDot Auction.....**” Is each and every electronic web site notice posted by the Contractor required to get MoDot Approval?

Response:

Yes.

Question:

(A) 2.1 – For individuals with access to the Restricted property site - Does the Restricted Property Site have to have the same sign-in credentials (username and password) as the public auction site? Can it have the same sign-in credentials?

Response:

This is up to the Offeror

Question:

If members of the public are not permitted to register, bid, or inquire about items on the Restricted Property auction site list, but were able to view items on these lists, would this be out of compliance? In other words, if I am Restricted Property auction on the public auction site that had registration and/or bidding held in a “pending status” until the bidder was verified as an approved bidder for restricted purchases, would I still be in compliance with the scope of the RFP?

Response:

Refer to Section 2.1b. This site will only be available to pre-qualified bidders with valid credentials that have been verified by MoDOT.

Question:

The pricing proposal worksheet includes a \$5 item. Is the contractor permitted to charge a minimum commission per item?

Response:

No.

Question:

Is the contractor permitted to charge a minimum commission per auction (auction being defined as an item or group of items located at a single location?)

Response:

No.

Question:

(A)8.6 - In the event an item is paid for, but not picked up, what happens to the bidders funds, and what happens to the Contractor's commission?

Response:

We would have to request a credit to refund the money. The bidder would get banned from bidding on the site.

Question:

Are items sold via the Authorized Customer Site or Restricted Property Site eligible for commission by the contractor?

Response:

Yes.

Question:

(A) 2.1 - Who is expected to provide bidder customer support to Authorized Customers and registered bidders? If the Contractor, is the contractor allowed to charge the bidder or MoDOT a support fee? Is the contractor allowed, in any manner, allowed to charge anyone for the labor and infrastructure necessary to maintain these elements of the RFP (2(A)2.1a and b)?

Response:

No, this service should be included in the commission cost.

Question:

2(A) 2.1 – Please clarify what you mean by “a system”. Would a standalone “e-commerce web site” that meets the requirements of 2(A)4.0, but is completely independent of the Restricted Property Auction or Public Auction areas be within the scope of this RFP?

Response:

Based upon the respondents' expertise they should present a proposal explaining what they are offering and how it will meet the minimum requirements.

Question:

Is the Contractor permitted to charge a monthly fee for the maintenance of this site?

Response:

Only as allowed within the terms of the RFP your cost proposal must include all costs associated with the posting and sale of lot(s).

Question:

Who is responsible to keep the catalog of assets up-to-date?

Response:

This will depend on the solution offered in the response of the Offeror.

Question:

Is this site required to maintain the 95% uptime and outage notification rules under 2(a)2.4?

Response:

Yes.

Question

Are all three sites required to follow the Page Layout and Specific requirements of this subsection?

Response:

As outlined in 2.1 of Section 2.

Question:

Are the three sites required to have a common data entry area? (Catalog once and post to any area)

Response:

This will depend on the solution offered in the response of the Offeror.

Question:

Is it an acceptable solution for the Authorized Customer Site to have a separate catalog area from the other 2 sites?

Response:

This will depend on the solution offered in the response of the Offeror.

Question:

2(A)3.5 – Must all three sites have the capability to host video files? Is it an acceptable solution for any or all of the sites to play an embedded video from a video streaming service (YouTube, Vimeo, etc.)?

Response:

Yes

Question:

2(A)4.0 – How many assets do you anticipate having on the Authorized Customer Site at one time? I am trying to estimate the required amount of server space to accommodate this feature.

Response:

This varies could be 1-10.

Question:

2(A)5.0 – Instead of an entirely different “Restricted Site”, would the establishment of a restricted auction on the public auction site be an acceptable solution? Here’s an example: Our auction company’s bidding portal hosts a variety of assets for sale. For general merchandise, anyone that has a valid username and password can place a bid. However, when we have a real estate auction, anyone on our system can view the property description and photos, but individuals must contact our office, sign some documents, and demonstrate the financial means to buy the real estate in order to bid. In other words, are restricted property items required to be hidden from public view, even if the public cannot bid on them?

Response:

As described in Section2, 2.1 (b).

Question

2(A)8 – Is the Contractor expected to provide payment processing for both Restricted Item and Public Auctions?

Response:

As described in Section 2, 8.0 Bidder Payments.

Question:

2(A)8.1 – Is the Contractor allowed to assess a surcharge for payments made by Credit Card, or in the inverse, a discount for payments submitted via Cash, Certified Check, or Wire Transfer?

Response:

As described in 8.1.2.

Question:

2(A)9.4 – **“There shall be no commissions or listing fees charged to MoDOT by the Offeror on any items that are listed on the offeror’s site.”** This section seems to be in conflict with Exhibit 6, where we are required to submit quotations for both Seller’s Commission and Buyer’s Commission. Is this RFP for a buyer’s premium only pricing scenario, or are we allowed to charge MoDOT a seller’s commission? Please clarify.

Response:

Delete Section 9.4 and 9.5. Add the following 9.4.

9.4- There shall not be any fees or commissions charged for items that are withdrawn or do not sell. MoDOT will not pay a posting fee.