



STATE OF TENNESSEE  
DEPARTMENT OF GENERAL SERVICES

**INVITATION TO BID # 32101-13354**  
**STATE RESPONSE TO WRITTEN QUESTION &**  
**COMMENTS FOR LESS THAN TRUCKLOAD (LTL)**  
**TRUCKING**

DATE: JULY 3, 2024

1. State responses to questions and comments in the table below.

QUESTION / COMMENT		STATE RESPONSE
1	Is the commodity paper documents?	Yes, forms, manuals, pamphlets, brochures.
2	Do you know what Class this is specified as, and do you have NMFC#s on the product?	Class is 55. NMFC is 150550.
3	You mentioned an FAK on the call. What range are you looking at?	Please see response to question #2. The FAK class is 55.
4	To ensure we have all the necessary information, could you please provide the following details: <ul style="list-style-type: none"> <li>• Dimensions, density, and cubic feet of the shipments.</li> <li>• The applicable tariff and fuel schedule.</li> <li>• Requested accessorial rates and their usage percentages.</li> </ul>	The pallets we use are typically 40" x 48", but I don't know the height of any of the shipments to calculate density and cubic feet.  The Contractor should decide the applicable tariff and fuel schedule.  Accessorial Usage: Inside Delivery – 86% Liftgate – 94% Notification – 50% Sort and Segregation – 27%
5	Additionally, we would appreciate insights into the class, commodities, and products typically shipped via LTL. This will help us build a profile of the shipments. Any specific details about the dimensions of these shipments would also be beneficial.	Please reference the State's response to questions #2 and #4.
6	In the section for entering your bid for line item "Trucking Services – Rate Per Mile", is "unit bid price" the rate per mile for 285510 miles?	The estimation of miles over the course of the five-year term is 285,510 miles, but the State cannot guarantee the actual number of miles that will be required. The State is asking for a price per mile.
7	On Average in 2023 how often was a truck larger than a 26ft Box Truck needed?	The State is not made aware of what size trucks were used on average for all 2023 shipments.

8	For the interactive, on-line, real time tracking system, does an Electronic Logging Device (ELD) qualify (Example: Motive). The ELD is used by our office to track the truck in real time to provide updates to shippers as needed.	The State is not familiar with the program example provided or how it works, or its reliability. However, every carrier the State has worked with has had tracking available on their company website. See specifications Sec. 2.K.
9	If no to question above. Can you provide an example of a compliant system?	The State isn't familiar with all the systems accessed in the past. The State requires a customer portal system so that shipments can be tracked in real time. See specifications Sec. 2.K.
10	How big does my fleet need to be to successfully execute the contract? i.e., 2 trucks, 4 trucks, etc.?	The contractor should decide the necessary fleet for shipment based on the specifications and historical shipment information provided.
11	When calculating rate per mile and surcharge % should I subtract the fuel surcharge from the rate per mile. <ul style="list-style-type: none"> <li>Example: if my bid is \$2.10 mile should I bid \$1.70 per mile with 23% fuel surcharge.</li> </ul>	The State cannot confirm how pricing should be calculated. There is a line to quote a rate per mile and a line for a fuel surcharge. The Contractor will be able to invoice for each item separately.
12	For fuel surcharge- the bid qty is 1. Is it per 1 mile or per 1 trip?	The State is requesting a fuel surcharge percentage that will be added to each shipment. The Contractor will be responsible for providing proof of the fuel charge at the time of shipping and the surcharge will be added onto that at the time of invoicing.
13	If the order is pickup from a site and deliver to Davidson County is the rate for round trip miles (from Davidson County to pick up location and back to Davidson County).	The Contractor will be paid from the pickup location to the drop off location.
14	Is there a current incumbent and is the award available to the public?	Currently, there's no official contract but we're working with FreightWise/Estes.
15	Can we charge for inside deliveries when we have to break down pallets?	All possible accessorial charges, including inside delivery, should be built into the cost of the rate per mile.
16	Do we place this fee on our accessorial charges list when placing our bid?	Please reference the State's response to question #15.
17	As asset based carriers. Should the need on any given day call for multiple shipments that exceed our unit capacity, what is the best way for us to bring in our strategic partners for temporary assistance?	The State will work with the contractor on a case-by-case basis. The contractor should be confident they will be able to successfully meet the specifications.
18	Section 3.2 Onsite Inspection of the ITB states that it is recommended for bidders to do a site visit. Who should we contact regarding setting this up?	The State believes you are referencing Section 3.20. of the Terms and Conditions. This provision is not required for this solicitation since there would be multiple pick-up locations and drop offs. No site visit is a part of this solicitation. Please see updated Terms and Conditions V2, this provision has been removed.
19	Section 5 of the Services Specifications states that there were 326 shipments in 2023 at a frequency of 2-3 shipments per week. Can the State clarify what the average amount of	The Specifications say there are 2-3 pickups made per week, as in pickup requests, not shipments. The State calls to get a truck sent over to make a pickup 2-3 times per week. On average,

	shipments per day is?	there are 4 to 6 pallets per pickup request, which could be one overall shipment or spread over multiple shipments. On average, there are 3 to 4 different shipments per day going to different locations.
20	Historically, what has been the most shipments in one day?	The State has had 24 shipments in one day during March 2023.
21	How often are there multiple shipments in one day?	Roughly 80% of the time, based on 2023. This will vary depending on the number of orders that we get.
22	Section 1 subsection H of the Services Specifications states that the orders picked up outside of Davidson County must be "taken to the contractor's terminal to be weighed in order to assess charges". Can the State please confirm if this is still applicable or an unnecessary step?	In rare occurrences, this requirement will be necessary. The shipments we have picked up away from the warehouse usually are orders that initially shipped from the warehouse, have a pro number assigned, have already been weighed beforehand, and are being picked up and returned due to customer or warehouse error.
23	Event details Page 5, Line 2, Can the State clarify that it is requesting for us to submit our fuel surcharge percentage?	Edison will only allow a number to be provided. As shared in the Pre-Response Conference please put your surcharge percentage as the number on that line. (Example: If your surcharge is 20% on that line, please put 20).
24	Event details Page 5, Line 1, Can the State clarify if the State is requesting us to submit our rate per mile or the total dollar amount of contract based on our rate per mile and the stated miles of 285510?	The State is requesting a rate per mile, and the estimated usage is 285,510 miles over the course of the 60-month contract. The bidder will supply the price per mile, and not the total price, as the final price will be calculated automatically.

2. **Delete ITB 32101-13354 Terms and Conditions Document in its entirety and replace with the ITB 32101-13354 Terms and Conditions\_V2 Document.**