

ADDENDUM ONE QUESTIONS and ANSWERS

Date: September 20, 2023

To: All Bidders

From: Matthew Hansen / Connie Heinrichs, Procurement Contracts Officers
AS Materiel State Purchasing Bureau (SPB)

RE: Addendum for Request for Proposal Number 6819 Z1 to be opened October 18, 2023 at
2:00 P.M. Central Time

Questions and Answers

Following are the questions submitted and answers provided for the above mentioned Request for Proposal. The questions and answers are to be considered as part of the Request for Proposal. It is the Bidder's responsibility to check the State Purchasing Bureau website for all addenda or amendments.

| Question Number | RFP Section Reference | RFP Page Number | Question | State Response |
|-----------------|---|-----------------|--|---|
| 1. | III. Contractor Duties, B. Employee Work Eligibility Status | 21 | RFP states "The Contractor is required and hereby agrees to use a federal immigration verification system to determine the work eligibility status of employees physically performing services within the State of Nebraska." Can we, as a fuel card provider not performing physical services in Nebraska, claim exemption? | The contractor would not be <i>exempt</i> from this provision. But, as noted in the question, the provision only applies to any of the contractor's employees who are physically performing services within the State of Nebraska. |
| 2. | VII. Project Description and Scope of Work, E., 2. State of Nebraska Program. Item b. | 30 | "State ID number will be a five (5) digit number." Is this in reference to Driver ID? | NDOT uses a 5-digit Equipment number for all equipment. NDOT uses that same number as the PIN for cards associated with specific equipment. Currently all cards are tied to a vehicle or marked as a "shop card" for fueling not related to specific equipment. No cards are tied to individual drivers. |

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| 3. | VII. Project Description and Scope of Work, E., 2. State of Nebraska Program. Item d. | 30 | <p>“Custom cards must be provided.”</p> <p>Can the State provide details on custom plastic design parameters, needs, etc.?</p> | <p>The current card vendor allowed the State to use a custom State of Nebraska graphic as the entire front of the card.</p> <p>The minimum requirement should be to allow the State’s custom logo to be adorned to the front of the card.</p> |
| 4. | VII. Project Description and Scope of Work, E., 2. State of Nebraska Program. Item f. | 30 | <p>“State invoices will be received no later than Wednesday for the prior week transactions, received electronically and paid within 10 business days after the file has been received.”</p> <p>Can you confirm the State prefers a weekly bill / custom billing file?</p> | <p>NDOT Controller division prefers to pay bills on a weekly basis, however, state statute states that we have up to 45 days upon receipt of the invoice to pay.</p> |
| 5. | Form A2; section 2.3 | 3 | <p>The State and University have several refueling sites in Nebraska; please detail how the State and University can “privatize” your fuel card code to enable the State and University to process fuel transactions directly into our fleet management system (FMS) from these sites</p> <p>Can the state advise what type(s) of card reader equipment is installed and are these sites networked?</p> | <p>NDOT utilizes Veeder-Root/Gasboy pumps and card readers, and the EKOS fuel management cloud-based application.</p> <p>Current card readers at the University of Nebraska locations are Gasboy Primes. They have credit card magnetic strip readers that can utilize the fuel card without off site authorization. Communication with the GASBOY SQL database is kept secure by operating a firewall with no external (off campus) access.</p> |
| 6. | Form A2; Section 3.8 | | <p>Detail who will cover costs for any software enhancements, card data upload, data conversion, etc. required to make the bidder card compatible with the Nebraska State Fuel System, the Department of Transportation EKOS card and fuel management system, and Lucity Asset Management Systems.</p> <p>Can the State provide the file layouts for these interfaces?</p> | <p>Per the State: Currently API’s may be available or could be developed for the listed systems, however, some systems listed here may change before this RFP is complete.</p> <p>Per the University: The current file layout is proprietary information from US Bank Voyager. It is expected bidder’s flat files</p> |

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| | | | | will be provided in txt format and bidder will be responsible for cost of modifying existing program to update txt document adjusting for taxes, discounts, fuel or non-fuel transactions for uploading to University of Nebraska FASTER Windows Fleet Management System. |
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This addendum will become part of the Request for Proposal and should be acknowledged with the Request for Proposal response.