



### **Optional Pre-Bid Conference Agenda**

February 03, 2026 at 1:00 PM EST

**IFB #020-0-2026/JP – New and Retreaded Tires**

**Location: Zoom Virtual Meeting**

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#### Introductions:

**John Pack Jr.**, *Senior Procurement Specialist* (facilitator)

**Tina Carter**, *Supply Assistant Supervisor*

**Sam Corson**, *Bus & Auto Maintenance Manager*

#### Prospective Bidders on the Zoom Call:

**Rob Haden**, *Sales*, Colony Tire

**Craig Jackson**, *Assistant Mgr*, Colony Tire Corp

**Matthew Palumbo**, *Government Sales Manager*, Continental Tire The Americas, LLC

**Casey Jones**, *Owner*, David's Towing Inc

**Richard Rountree**, *Account Manager*, McCarthy Tire Service

**Desmond Hall**, *National Civilian Government AE*, Michelin North America

**Brad Beall**, *Enterprise Dealer Account Executive*, Michelin North America Inc

**Kent Saucier**, *Gov Sales Director*, Southern Tire Mart

**Rebecca Smithson**, *Sales*, Southern Tire Mart

**Lynn Hayden**, *Government Sales*, Southern Tire Mart, LLC

**Optional Pre-Bid Conference:** This conference is held to answer any questions regarding the IFB. Any changes determined necessary as a result of this conference will be formally addressed by the issuance of an addendum on eVA and the NNPS Purchasing webpage. Attendance is not mandatory, but it is advisable.

- 1. Purpose:** The purpose of this IFB is to solicit sealed Bids from qualified Offerors to provide New/Retreaded Tires to Newport News Public Schools. This will be an as needed requirements contract. No services shall begin without a NNPS purchase order issued against the awarded contract for services. NNPS desires the successful bidder to be ready for any orders as needed upon contract award.

NNPS invites any qualified Offeror to submit a Bid. Offerors responding to this request must be responsible, regularly and practically engaged in providing the services requested in this IFB and possess ample resources for doing this work. The incumbent vendor for tires for NNPS is McCarthy Tire Service.

- 2. Contact with NNPS Staff:** Direct contact with NNPS staff, representatives, and/or agents other than Purchasing Department staff on the subject of this IFB or any subject related to this IFB is expressly **prohibited** except with the prior knowledge and permission of the Purchasing Agent. All questions and communication shall only be made with the Procurement Officer facilitating the IFB.



3. **IFB Deadline:** Offeror shall ensure its Bid is time stamped by the Issuing Office no later than the Closing Date and Time shown on the cover page of this Invitation for Bid. Bids received after the specified date and time (time stamped 2:01 P.M. or later) will not be considered and will be retained in the Purchasing Office and marked "Late". **Bids are due February 25, 2026 at 2:00 PM EST, unless otherwise changed in a subsequent addendum.**
4. **Deadline for Questions:** Offerors must submit questions regarding the Request for Bid in writing to the Issuing Office at [john.pack@nn.k12.va.us](mailto:john.pack@nn.k12.va.us) no later than **February 06 at 10:00 am EST**. Necessary replies will be issued to all Offerors of record as an addenda that shall become part of the contract documents. **Oral discussions do not form a part of the Bid documents.** Keep in mind, any questions asked during the Pre-Bid conference must also be submitted in writing to the issuing office for inclusion in the addenda.
5. **IFB Submission:** Per the VPPA § 2.2-4303. (Effective January 1, 2025) Methods of Procurement, Newport News Public Schools will now provide an option to submit electronic copies of the requested bid/Bid through electronic means or hard copies/paper submissions. All bids/Bids may be submitted electronically online via eVA using the Bidder's established eVA Supplier Account. The entire bid/Bid response including any / all attachments and any / all addenda must be submitted electronically via eVA, no later than the closing date and time stated in the solicitation posting. Faxed, emailed, and mailed bids will not be accepted.

Bids received by telephone, telegraph, facsimile, email, link, or any other means of electronic transfer other than eVA **will not** be accepted.

Refer to the IFB, Section II.I. Special Instructions to the Bidder, proprietary information/disclosure. If you wish to redact any information, submit trade secrets or other proprietary information, this must be submitted in a separate document and clearly marked "PROPRIETARY", or your firm can submit a redacted version of your Bid submission marked "REDACTED." **Remember, an all-inclusive statement that the entire Bid is proprietary is unacceptable. A statement that Offeror's costs and/or Bid pricing are to be protected is unacceptable. Offeror will be requested to remove any such statement(s) in order to be eligible for further consideration.**

6. **Evaluation of Bids:**  
Bids will be awarded to the lowest extended price responsive and responsible bidder per pricing schedule lot.
7. **Terms and Conditions:** Please review and pay close attention to the General and Special Terms and Conditions of the IFB.
8. **Questions from Prospective Offerors**