

Recently Asked Questions

UT-Battelle, LLC Basic Sales Agreement (BSA) for Government-owned Property

Q1: Is there going to be more than one buyer or is each load going to be priced or bid on?

A1: There will be one buyer for each lot. A lot is defined as a semi-truck load of surplus property as described in a Sale Order Notification. Holders of the Basic Sales Agreement will have the opportunity to bid on each lot. The high bidder for each lot will pay for the lot. UT-Battelle personnel will load the lot onto the high bidder's semi truck. The driver will assure the load is secure and will leave the premises.

(Reference Invitation, paragraph 7; and Basic Sales Agreement>Sections B.1 and B.2; and the General Sale Terms and Conditions for the Sale of Government Property, Section 9. Delivery, Loading and Removal of Property.)

Q2: Will there be a chance a person can come see this merchandise before we bid on the contract?

A2: Yes. Those BSA Holders that wish to bid on a particular lot must contact the Surplus Property Sales office to schedule a time for the inspection – however appointment times for reviewing the items for a particular sale may be limited. Please read the Sale Order Notification carefully and schedule your review promptly. Even though all BSA holders may not have the opportunity to review a specific lot all BSA holders may bid on that lot.

(Reference Basic Sales Agreement>General Terms and Conditions> 2. Inspections)

Q3: The way I read the contract there will be one buyer. Is this right?

A3: See Q1

Q4: When you are talking about 3500 items a month, will all that fit on one truck load or several?

A4: Probably not. The volume of items received per month was estimated using historical data. Transportation requirements will vary depending on the characteristics of the items received. Individual Sale Order Notifications will be issued for semi-trailer lots of items. The frequency of Sale Order Notifications will vary based on several factors, such as: quantity of items eligible for sale; characteristics of items available for sale; available of resources to prepare for sales; etc.

(Reference Invitation, paragraph 4)

Q5: Can you share what factors influenced this change?

A5: Market research was performed to determine the best method for UT-Battelle to perform its Surplus Sales responsibilities. This method of sale was selected to address the concerns of the government and Company in the areas: of safety for employees and the public; to minimize liability; and to maximize revenues of the surplus items at fair market value; etc.

Q6: So you will be running your own auctions?

A6: We retain the right to dispose of surplus items as we think best for the Company and the government. If we think an auction is the best method to dispose of specific surplus materials we may utilize that method. Otherwise, Sale Order Notifications will be issued and awarded to the highest bidder as described in the Invitation documents. All bids will be submitted electronically.

Q7: How many trucks do you anticipate per month? I understand this will change from month to month but an estimate would be helpful. Will I be coming down once a week?

A7: The number of Sale Order Notifications will vary depending on various factors – each Notification will contain at least one semi-trailer load of items. We estimate a minimum of 1-2 Sale Order Notifications each month.

Q8: Will we (buyer) be required to load our own trucks? I understand it says on a sale by sale basis but do you (UT-Battelle) anticipate loading most trucks?

A8: UT-Battelle, LLC employees will load all items unless specified in the Sales Order Notification. The buyer is responsible for securing the load.

(Reference Basic Sales Agreement>General Terms and Conditions>Section 9. Delivery, Loading and Removal of Property)

Q9: #13 Weighing, switching, and spotting? Is this for the sale of precious metals?

A9: The BSA will be used to sell a variety of items. Per the BSA contract:

The types of items to be sold include, but are not limited to: technical and scientific equipment, machinery and machine parts, and office equipment and furniture. This agreement excludes the following: scrap metal, tires, batteries, cardboard, electronics, oils and broken furniture; vehicles designated as “exchange sale” per GSA regulations and DOE; export controlled/proliferation sensitive items; and any other items at the discretion of ORNL.

(Reference Invitation and Basic Sales Agreement>Lot Description)

Q10: Estimated, how many truck loads are ready to sell right now?

A10: We have not estimated the quantity currently in our warehouse. Each Sale Order Notification will consist of at least one semi-trailer load of items.

Q11: C.2 paragraph two—will we be required to return pallets and containers?
Just trying to plan out logistics.

A11: Pallets and containers will not need to be returned unless stated in the Sale Order Notification. We do not expect to make this request unless specialized containers are utilized that are still needed to fulfill our contractual obligations to the federal government.

Q12: Is this an auction contract or spot bid?

A12: Individual Sale Order Notifications will be sent to all parties that have been approved under the BSA. This will be a sale to the high bidder for the lot identified in the Sale Order Notification. Bids are to be submitted electronically (via e-mail.)

(Reference Invitation, paragraphs 1 and 7; Basic Sales Agreement>Section B)

Q13: Will there be multiple award winners?

A13: There will be multiple parties that are approved to bid via the BSA. Each individual sale will only be awarded to one buyer (the highest bidder).

(Reference Invitation, paragraphs 1 and 7; Basic Sales Agreement>Section B)

Q14: Why are there contradicting terms in the Invitation?

A14: We are not aware of contradictions in the Invitation. If there are terms that are questioned, please send the specific term/citation so that it may be clarified.

Q15: Is the 3,500 items each month include the backlog or is this the anticipated monthly amount?

A15: Historical data is that, on average, 3,500 excess and or surplus items are excessed/surplused each month.

(Reference Invitation, paragraph 4).

Q16: Will the successful bidder be allowed to use UT-Battelle's forklift(s) / pallet jack(s) to load?

A16: No. All loading will be performed by UT-Battelle, LLC employees unless stated in the Sales Order Notification.

(Reference Basic Sales Agreement>General Terms and Conditions>Section 9. Delivery, Loading and Removal of Property)

Q17: Is the winning bidder required to take everything from the winning lot?

A17: Yes

Q18: If the buyer has to have their own employees load each truck, do these employees have to be named in the original paperwork?

A18: All loading will be performed by UT-Battelle, LLC employees unless stated in the Sales Order Notification.

(Reference Basic Sales Agreement>General Terms and Conditions>Section 9. Delivery, Loading and Removal of Property)

Q19: Will each bid require more than one truck?

A19: Each Sale Order Notification will be a minimum of one semi-trailer. We expect most sales to be one trailer. No pickup trucks or small trailers will be loaded.

Q20: How will the assets be sorted?

A20: The assets will not be sorted. All small items/boxes will be palletized.

Q21: How many companies are expected to be bidding?

A21: We have no way to estimate. All companies that meet the requirements of the BSA will be invited to bid.

(Reference Invitation, paragraph 7)

Q22: Will each sale have multiple lots?

A22: No – each semi-trailer load will be one lot.

Q23: Who will oversee the loading to prevent theft or changing of lots?

A23: UT-Battelle, LLC employees will load all items unless stated in the Sales Order Notification.). The successful bidder may provide one person to watch the loading.

(Reference Basic Sales Agreement>General Terms and Conditions>Section 9. Delivery, Loading and Removal of Property).

Q24: Will there be a manifest of each pallet's contents if the buyer is unable to "look" inside the pallets?

A24: An itemized list of items will be included in each Sales Order Notification that is distributed via email.

(Reference Basic Sales Agreement>Section B)

Q25: How tall will the pallets be stacked?

A25: Items on a pallet may be stacked up to an estimated height of four feet. Pallets will not be stacked on top of each other.

Q26: Can the pallets be double stacked in the trailer?

A26: Pallets will not be stacked on top of each other.

Q27: Will there be an electronic manifest provided?

A27: An itemized list of items will be included in each Sales Order Notification that is distributed via email.

(Reference Basic Sales Agreement>Section B)

Q28: Will digital photos be provided?

Q28: Inspections will need to be scheduled and performed in person. In some circumstances, photos may be included with a Sales Order Notification and will be distributed to all BSA holders via email. (Basic Sales Agreement>General Terms and Conditions>Section 2 Inspection; and Representations and Certifications form, 6.)

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Q29: What hours are available for pickup?

A29: Pickups must be scheduled with the Property Sales organization. Our normal business hours are Monday through Friday, 7:00 – 3:30 ET.