

August 14, 2009

TO: ALL OFFERORS

FROM: ROXANN M. PARKER
STATE CONTRACT PROCUREMENT OFFICER II

SUBJECT: ADDENDUM TO REQUEST FOR PROPOSALS CONTRACT NO.: GSS10565
EMERGENCY STANDBY MATERIALS & SERVICES

ADDENDUM #1

This addendum is issued to answer questions regarding the RFP that were submitted by potential vendors.

	Question	Response
	Price Determination Questions	
1.	Could you please explain the methodology of how the overall lowest price is going to be calculated and determined?	Please refer to Criteria & Scoring on page 11 of the RFP, and note that Price Proposal/Pricing Structure is weighted at 10% in the overall evaluation of the proposal. Pricing, which will be evaluated by line item, is only one factor in evaluating the proposals and will be evaluated against a standard of "reasonableness."
2.	Are there estimated quantities that will be plugged in to get an extended total for each line and then all lines will be added?	All pricing should be based on a quantity of one unit, unless stated otherwise.
3.	Will all lines be added to arrive at a total, and the lowest total will be considered the low bid?	No.

4.	<p><i>Will some line item prices be considered and others not considered (for example the cubic yard pricing will be considered but the hourly pricing will not be considered in evaluating which prices are the lowest?)</i></p>	<p>Prices for all line items bid will be considered, however awards under this RFP will not be made solely or primarily on pricing.</p> <p>Please also note that we expect to make multiple awards where appropriate.</p>
<p>Debris Management Questions</p>		
5.	<p>Does the State have designated TDSR sites identified and available already, or is the Contractor responsible for locating those, post-award, with the help from the State?</p>	<p>The State does not have designated Temporary Debris Storage Reduction Sites identified, and would work with the Vendor to identify appropriate locations post-event.</p>
6.	<p>Who is responsible for paying the landfill disposal fees? Will those be treated as a pass-thru, in that the Contractor pays them and gets reimbursed by the State with no markup?</p>	<p>The State anticipates that landfill disposal fees will be waived and billed directly to State. However, if fees aren't waived, the Vendor would be responsible for paying fees and passing the billing through to the State without mark-up. Contract pricing must adhere to FEMA Public Assistance program guidance which states that cost plus percentage pricing isn't eligible for reimbursement.</p>
7.	<p>The RFP states that multiple awards are likely. If two or more debris removal contractors are awarded contracts, how will the work be issued? Will the first priority company receive all task orders until it reached capacity, at which point a second company would be brought in? Or will a geographic division be made with multiple, concurrent task orders? Or will there be another method of working with multiple contractors?</p>	<p>The issuance of work will be incident-dependent based on the type of the incident, geographical area affected, and amount and type of debris. In cases of multiple award, the State would work with Vendors to determine each Vendor's services and areas of work depending on the requirements and nature of the incident.</p>

PODS Questions		
8.	What size blue tarps are required for your PODS?	The tarp size, as specified in Appendix B, Tab 1, Page 2, is 6' by 6.'
9.	How many pounds of ice do you require at that 5,000; 10,000; 15,000 PODS for each day of operation?	The State is asking for tiered pricing for bulk ice since the required quantities will be driven by the nature and scope of the incident, and the season in which the incident occurs. However, the POD guidelines specify 2-3 bags per car. In a worst-case scenario, using 3 bags of ice per car, a Type I POD would require 20,160 8-pound bags of ice based on a 12-hour operational day; a Type II POD would require 10,080 8-pound bags of ice based on a 12-hour operational day; and a Type III POD would require 5,040 8-pound bags of ice based on a 12-hour operational day.
10.	For the PODS systems it states Animal Food. What animals are we feeding? How many pounds of animal food are required at each 5,000; 10,000; 15,000 PODS for each day of operation?	Dogs and cats only. As much as 1,156 lbs. of dog food could be required per day for a 5,000 person POD. As much as 332 lbs. of cat food could be required for a 5,000 person POD. These amounts would be doubled for a 10,000 person POD and tripled for a 15,000 person POD. Vendors should consider puppy chow and kitten food along with the regular dog and cat food.
11.	For the PODS it states Hay required. What type of hay is required? Timothy Hay, Alfalfa Hay, Clover Hay, Grass Hay, or Bermuda Hay? Plus how much hay is required at each 5,000; 10,000; 15,000 PODS for each day of operation?	Timothy and/or Grass Hay are required for equines, bovines and small ruminants. It is estimated that a 5,000 person POD could require as much as 8,050 bales per day. The requirements for a 10,000 person POD would be doubled and tripled for a 15,000 person POD.
Communication Questions		
12.	What are the 8 computers used for, basic internet access hotmail, yahoo, and etc or used for VPN access?	The computers would be used for Internet access to include ISDN, DSL, or Satellite data acc as stated in the RFP. Additionally, the State will need the capability for Microsoft Office (Word, Excel & Adobe Reader).
13.	If you are using the 8 computers for VPN access is it for Microsoft SQL or Lotus Notes?	Not applicable.

Base Camp Design Questions		
14.	On the various locations to setup the 1,000 person tent base camp in the State of Delaware can we stake into asphalt or does every tent need to be weighted down?	Most Base Camps are set up on hard pack dirt. In the event they are set up on asphalt or concrete, it would be the vendor's responsibility under the contract to repair all holes upon demobilizing. Alternative weights may be used, but the tents must still withstand the minimum of 75 MPH sustained wind requirements.
15.	Do you have any requirements on the height of the tent flooring in the base camp tents?	Flooring must meet ADA requirements. Where there is a raised floor, adequate ramps must be provided by the contractor. Flooring can consist of typical plywood over 2"x4" beams or prefabricated aluminum. If soft flooring is used, an adequate berm system must be installed to avoid the entry of water as well as meeting ADA requirements.
16.	How many washer & dryers are on the 1,000 person base camp map?	"Fluff and Fold" services are provided by the contractor versus self-serve. As such, it must be determined by the contractor how many washer and dryer units would be required to provide daily laundry services for the camp population.
17.	How many showers are on the 1,000 person base camp map?	Please refer to page 49 in the RFP; the specifications require a ratio of 1 shower head: 10 persons.
18.	How many toilets are on the 1,000 person base camp map?	Please refer to page 50 in the RFP; specifications require a ratio of 1-toilet/ 20 persons, or 1 toilet + 1 urinal/25 males.
19.	With the potable water tanks how many gallons are required for the entire 1,000 person base camp?	Minimum water quantities for all services (food service, laundry, showers and restrooms average 70-90 gallons per person per day. A minimum of 5 gallons per person per day is required for beverage and food services.
20.	How many gallons of propane do the two tanks hold for the 1,000 person base camp?	Propane trucks typically carry 3000 gallons. Semi trailer tanks range between 4500 - 6000 gallons. The tank in the graphics is for demonstration purposes only. It is up to the contractor to determine the daily propane use for water and air heating as well as cooking and rate the equipment requirements accordingly.

21.	Will the State of Delaware provide me a source to get fresh potable water for free? Or will I need to locate and pay to purchase fresh water and charge the State of Delaware for 5,000 gallons for each potable water tanker refill?	<p>The contractor is required to obtain tanker water from licensed and certified sources. Proof of water source by a licensed distributor is required for all deliveries as well as certification of the tanker cleaning between loads.</p> <p>However, depending on the incident, the State <u>may</u> be able to provide fresh potable water sources for free. Therefore, the Vendor is asked to provide pricing based on providing their own water and the 5,000 gallon water tanker, and providing the water tanker only.</p>
22.	I assume all tents are required to all have A/C?	Yes. All structures are required to be climate controlled with HVAC.
Other Services Questions		
23.	[Our company] is an emergency management consulting firm with experience at the state and local government level in the FEMA Public Assistance Program and the FHWA ER Program... We can provide assistance with the response and recovery processes on the above programs making sure that you receive the maximum of the funding available to you...	<p>Thank you for your email inquiring about consulting services. As you know, the State of Delaware is currently requesting bid proposals from prospective contractors who can provide pre and/or post disaster supplemental emergency services and materials as required. Proposals are due no later than August 31, 2009. Though the specifications may not specifically cover the services you provide, [your company] might want to consider reviewing Section 7. This section asks vendors to list any other requirement(s) they believe might be needed, or would aid the State in a pre-planning or post-disaster response. Again, thank you for your interest.</p>

All other terms and conditions remain the same.

If you have any questions call me at 302-857-4555.

