



STATE OF DELAWARE
EXECUTIVE DEPARTMENT
OFFICE OF MANAGEMENT AND BUDGET

May 8, 2012

TO: ALL OFFERORS

FROM: PETER KOROLYK
STATE CONTRACT PROCUREMENT OFFICER

SUBJECT: ADDENDUM TO INVITATION TO BID
CONTRACT NO. GSS12526-MAINT_REPAIR
FLEET MAINTENANCE AND REPAIR

ADDENDUM #1

In the Invitation to Bid (ITB) for Contract No. GSS12526-MAINT_REPAIR, titled as Fleet Maintenance and Repair, Government Support Services requested that vendors bid fixed flat rates for the Preventative Maintenance Services A through E. The flat rate charges cover the labor and parts to complete each of these service schedules; which have been described in the ITB and Appendix A – Pricing spreadsheet.

It has been brought to the attention of Government Support Services (GSS) that for select General Motors (GM) manufactured products, the manufacturer requires the use of a synthetic lubricant. The synthetic lubricant, which may be referred to as dexos or dexos1 for gasoline engines or dexos2 for diesel engines, may cost more for vendors to provide as part of the service packages.

Therefore, vendors are being provided with the ability to identify a service surcharge for use of dexos in the Preventative Maintenance (PM) packages, if it is recommended by the manufacturer, or an agency requests the additional service.

When submitting a bid on the Appendix A – Pricing spreadsheet, vendors are asked to provide a flat rate cost for labor and parts for the PM services. In the Appendix A, Vendors should list the price the state or authorized agency will pay for each PM service package without the additional cost of dexos products.

To identify a dexos surcharge to GSS, Vendors should list the additional charges to substitute dexos for the 30% synthetic blend oil required on the Exceptions form of the ITB. The Exceptions form is also listed as Attachment G.

Vendors may list a supplemental dexos surcharge for PM services A through E. And, vendors may separately identify the cost of each quart of additional dexos product used above the five (5) quart minimum, which per the terms of the Appendix A, are only applicable on PM service A, B, C and D.

On award, the vendor's final pricing for each Preventative Maintenance service will be identified in the following fashion:

i.e. PM A Cost \$25.00
PM A (dexos) Cost \$25.00 + \$10.00 (surcharge) = \$35.00

(With PM services B, C, D and E presented similarly)

And, the prices associated with the additional oil used will be presented as follows:

i.e. Additional quart of 30% synthetic oil \$5.00
Additional quart of dexos approved oil \$8.00

Vendors are responsible for making sure their presented price structure is clear and unambiguous. Finally, vendors that do not submit separate dexos pricing on the Exceptions tab will not have the pricing considered.

All other terms and conditions remain the same.

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GOVERNMENT SUPPORT SERVICES – CONTRACTING

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