

STATE OF DELAWARE

EXECUTIVE DEPARTMENT

OFFICE OF MANAGEMENT AND BUDGET

April 10, 2013

TO: ALL OFFERORS

FROM: MICHAEL BACU

 STATE CONTRACT PROCUREMENT OFFICER II

SUBJECT: **ADDENDUM TO REQUEST FOR PROPOSALS**

**CONTRACT NO. GSS13469-ROCK\_SALT**

**Rock Salt**

## ADDENDUM #1

This Addendum #1 is issued to answer vendor questions submitted during the Question and Answer period. All other terms and conditions remain the same.

**Q1. I am looking at this solicitation and do not see any specs for the rock salt.**

 **The product specifications are in the back of the RFP document, page 43, paragraph 2.**

**Q2. Could you please provide the Bid Results for Contract No. GSS13469-Rock-Salt?**

 **GSS13469 is currently advertised for proposals. Bid results regarding previous solicitations would need to be requested under the Freedom of Information Act process.**

**Q3. Can you please tell me the usage for each of the 3 counties for the 12/13 season?**

 **Current and previous usage data is available with the current Rock Salt contract at the following link:** [**http://contracts.delaware.gov/contracts\_detail.asp?i=72**](http://contracts.delaware.gov/contracts_detail.asp?i=72)

**Q4. We would like to ask for a meeting to further discuss the bid specs.**

 **Personal meetings with potential vendors are not accomplished during the bid process unless specifically requested in the Request for Proposals. This is to ensure fairness and integrity of the process.**

**Q5. We would also be requesting the last bid results for this particular bid.**

 **Appropriate Information regarding the bid will be posted at the same location as the RFP during the bid process. Previous bid information is available at the current Rock Salt contract link:** [**http://contracts.delaware.gov/contracts\_detail.asp?i=72**](http://contracts.delaware.gov/contracts_detail.asp?i=72)**.**

**Q6. Am I reading the Usage reports right for the ENTIRE state? Seems a bit off?**

 **FY2011 - 81, 883.87 tons used**

 **FY2012 – 5,540.36 tons used**

 **FY2013 – 6,438.23 tons used**

 **Usage is based on demand; estimated snowfall for the past several years has varied greatly.**

 **2009-2010 65 inches**

 **2010-2011 9.5 inches**

 **2011-2012 0 inches**

**Q7.** **Ref: Page 37, parts 1-3-Company Profile.**

**If there is insufficient space on the form provided, can this information be placed on the bidder’s letterhead and referenced as an attachment to this form?**

 **Yes. Reference the additional information and submit as a separate document.**

**Q8. *Page 44, Section 3- Full Ship Load***

**If a bidder is submitting pricing for a full ship load quantity of salt, can the bidder also include pricing for trucking, storage and handling of the salt at the bidder’s facility?**

 **Pricing identified on Appendix B will be considered toward the pricing score of your proposal. Please reference full ship load as a separate document, showing capability and cost in any format you choose.**

**Q9. *Page 46, Department Pick-up Choice***

**As a bidder, I am assuming this option would only be used in an emergency situation but how should a bidder determine delivery charges if a bidder pays different drivers different amounts to haul salt? If a bidder is not hauling salt, but the State of Delaware is picking up instead, how would the bidder determine an exact charge to deduct? There would be no way for a bidder to supply a firm delivery cost in advance. As such, can the bidder put a firm FOB figure in the quote?**

**Pricing in Appendix B will be firm for the contract term and includes both delivered price and price should the State choose to pick up. If the State picks up the material, the cost will be for material only. The delivery price is a firm FOB destination price.**

**Q10. Can a bidder offer pricing on alternative products such as treated salts and/or salt brine enhancements? If so, where should they supply that information?**

 **Alternative products are not specifically requested for this contract. There is, however, no restriction in identifying additional products or capability in your proposal. Such information can be referenced wherever appropriate in your proposal and/or included as separate documents. The State would welcome information on products that potentially could be more environmentally friendly if they exist for review. DelDOT currently manufacturers its own brine for anti-icing and pre-wetting.**

**Q11. Can a bidder receive a more detailed spreadsheet of past purchases listing the depot usage as well as the county? Currently available reports only list that salt was purchased from the Department of Transportation. In preparing a quote, it would be helpful to know the salt quantities delivered to each distinct depot under each county. More detail is preferred to determine the extent of freight rates incurred.**

**DelDOT purchases over 90% of the usage. Other delivery areas are limited to some schools and some small towns and cities. The document below identifies recent shipments as a general reference. This contract will be available to all State Agencies, local government units, and school districts. There are no guaranteed quantities; use is based on the State’s demand.**

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**Q12. Per pages 44 and 46, you are requesting a price for Full Ship Load Quantities and that you are asking for the lead-time from placement of order.  Page 47, Appendix B, Pricing Forms, does not have a section for us to give you the Full Ship Load Quantity price.  Would you like it typed under Zone 3. Sussex County?**

 **Please reference full ship load as a separate document, showing capability and cost in any format you choose.**

**Q13. Can I obtain a listing of the DOT delivery location addresses and approximate tons by Zone?**

**No. The locations range from north Wilmington to laurel DE. There are approximately 25 locations throughout the state. Our total annual tonnage usage varies drastically solely dependent on the type of winter we have; ranges can estimate from 16,000 to 72,000 tons annually. Due to the previously mentioned conditions, there is no efficient way to estimate usage per zone.**

**Q14. In reference to [pg 44] “Full Ship Load”- is the state requesting that a ship load be delivered to the port?**

**No. We just expect the supplier to have sufficient inventory on hand. We would anticipate that the vendor would have a ship or a volume of ship loads delivered to the Wilmington Port to meet the customer needs for that given annual season. However, if during the course of this contract DelDOT chooses to consider a full ship load for our use only we would anticipate a different price.**

**Q15. If the state is requesting a ship load be delivered, based on the Change of Custody [pg 46] will the State maintain ownership once the boat is docked at the Port of Wilmington?**

 **No.**

**Q16. If the state is requesting a ship load be delivered, will an additional pricing line be added for a per ton price of salt delivered by boat?**

**The tonnage delivered price will stand firm for this contract as stated.**

**Q17. In reference to Subcontractor [pg 29, 42] attachment 7, is it mandatory that the subcontractor be a registered WMBE contractor in the state of Delaware?**

 **There is no requirement for a vendor to be a registered WMBE contractor to be considered for a State contract. The registration is to increase potential opportunities for Diversity Suppliers.**

**Q18. On attachment 7 [pg 39] Signature of subcontractor, will this need to be an original signature or will a faxed copy be acceptable.**

 **Originals are not required for this form.**

**Q19. What type of P-Card does the State use [pg 23]?**

**The State currently uses a commercial card (Visa) issued by JPMorgan Chase Bank.  Currently, the State’s procurement card (P-card) contract is being competitively bid, and there is no guarantee the bank or the brand of card utilized (Visa) will remain the same.**

**Q20. Per Appendix A, SCOPE OF WORK, page 44, number 3, PRICING under Full Ship Load, we are not clear as to the total tonnage requirement of this RFP. Would you please provide a historical or potential total tonnage of salt needed per season/year?**

 **The total requirement is based on demand from State Agencies using the contract. Historical use is available as Usage Reports at the link below:**

[**http://contracts.delaware.gov/contracts\_detail.asp?i=72**](http://contracts.delaware.gov/contracts_detail.asp?i=72)**.**

All other terms and conditions remain the same.



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