



STATE OF DELAWARE  
EXECUTIVE DEPARTMENT  
OFFICE OF MANAGEMENT AND BUDGET

April 4, 2016

TO: ALL OFFERORS

FROM: Roxann M. Parker, CPPB  
STATE CONTRACT PROCUREMENT SUPERVISOR

SUBJECT: ADDENDUM TO REQUEST FOR PROPOSAL NO.: GSS16259-FIRE-SUPPR

**ADDENDUM #1**

This addendum is issued to answer questions submitted by potential bidders:

1.) Does the \$25.00 Delaware inspection fee apply?

Answer: [There is not a \\$25.00 Delaware Inspection fee applicable to this contract.](#)

2.) If we do not do hood cleaning, does that disqualify us?

Answer: [The first paragraph of the RFP states: \*Bidders may submit offers for all services, or just the section\(s\) they wish to perform.\* No, vendors will not be disqualified if they do not do hood cleaning.](#)

3.) Is there flexibility on the service schedules?

Answer: [Schedules will be handled one-on-one with the appropriate facility managers.](#)

4.) Does "weekends only" mean that service can only be provided on the weekends?

Answer: [Yes, due to the nature and size of the buildings, those that indicate "weekends only" must be serviced on weekends.](#)

5.) Is this a prevailing wage project?

Answer: [This contract is not a Public Works project. The contract is specifically for inspections, testing, and cleaning of existing systems and equipment. Prevailing wage does not apply.](#)

6.) Is there a procedure for visiting sites?

Answer: As provided in the RFP, interested bidders should contact the appropriate facility manager to arrange site visits. An appointment will need to be made.

7. On the bid it states 5-year alarm pricing. Should this be for the 5 years testing for sprinkler?

Answer: The 5-year alarm pricing has been corrected to be 5-year sprinkler test. The change is reflected in the Revised Appendix B that is posted to the webpage. Please use the Revised Appendix B Pricing Spreadsheet when submitting your offer.

8. For the dry systems will a 3-year price be needed?

Answer: The 3-year sprinkler test has been added. The change is reflected in the Revised Appendix B that is posted to the webpage. Please use the Revised Appendix B Pricing Spreadsheet when submitting your offer.

9.) For the Alarm devices when is the sensitivity testing needed to be completed, or has this previously been done?

Answer: The requirement for sensitivity testing may vary by location, as they may have previously been scheduled in rotations. Each facility manager should provide that information when the successful vendor begins scheduling.

10.) How would cancellations be handled? Such as if a company shows up for an inspection and for site reasons the inspection cannot be completed.

Answer: It would be a very rare occurrence that the state would cancel and inspection without notifying the vendor. If there were to happen, the state would reschedule and not expect to be billed for service they did not receive.

11.) Are there copies of past inspections on site at each location to avoid lengthy site visits?

Answer: Copies of past inspections are not available at each site.

12.) On page 3, the RFP lists that "bidders may submit offers for all services, or just the section they wish to perform." May the bidder also choose to bid on some or all of the facilities listed, or must a bidder bid on all facilities listed within the focus they are bidding (fire alarm, sprinkler, etc.)?

Answer: The State has structured the documents for the preferred way we would like to see bids. If a vendor chooses to bid otherwise, their bid will be considered. Overall scoring for every criteria will determine the successful bidder. An RFP is not awarded based solely on price.

13.) Will the awarded bidder be provided with DISABLE codes for all of the addressable fire alarm control panels?

Answer: Disable codes for addressable fire alarm control panels will not be provided to the vendor.

14.) Will the awarded bidder have access to the previous years inspection reports?

Answer: Previous years inspection reports will not be provided to the successful vendor.

15.) Regarding Prevailing Wage on Page 32: The Department of Labor has determined previously that this contract conforms to the latter classification of “alteration, repair, renovation, rehabilitation, demolition or reconstruction (including painting and decorating of building or works)”. If the value of the contract exceeds \$45,000, will the prevailing wage requirement be applicable? And if so, how will fire extinguisher techs, fire alarm inspectors, sprinkler inspectors, and kitchen hood techs be classified? We feel that it is critical for there to be a common understanding among the bidders in order to provide a fair and equip price response.

Answer: This contract is not a Public Works project. The contract is specifically for inspections, testing, and cleaning of existing systems and equipment. Prevailing wage does not apply.

16.) Also regarding prevailing wage: Is the current contract holder required to meet the Prevailing Wage requirement? What classifications are applied to the labor tasks associated with this contract?

Answer: Again, this contract is not a Public Works project. The contract is specifically for inspections, testing, and cleaning of existing systems and equipment. Prevailing wage does not apply

17.) Please confirm the frequency of testing for Fire Alarm Systems. Are these a semi annual visual and annual functional test?

Answer: Fire Alarm Systems are to be tested quarterly and semi-annually visual; annual functional test.

18.) Please confirm if sensitivity testing is required for fire alarm systems and if so, in what years. Typically it is every two years.

Answer: Sensitivity testing is required for fire alarm systems every five years.

19.) Is fire alarm monitoring part of this proposal?

Answer: Monitoring is not part of the contract. Fire Alarm systems are currently monitors by various entities in the state.

20.) If monitoring is required how will the panel reprogramming take place and will contractors be able to bill separately for any subcontractors needed to reprogram any proprietary systems?

Answer: Monitoring is not part of this contract.

21.) Please confirm burglar alarm systems are not part of the scope.

Answer: The first paragraph of the RFP provides the Purpose of this contract: The purpose of this Request for Proposal is to obtain sealed proposals to cover fire suppression services, testing and inspection, which encompasses the inspection, testing, and calibration of fire alarm and sprinkler systems, cleaning of hoods and vents, and fire extinguisher services for buildings.

22.) Are electronic copies of the fire alarm panel programming available and if so can they be provided to the awarded vendor?

Answer: Fire alarm panel programming will not be available to the successful vendor.

23.) How does the state handle any reprogramming needed on any alarm systems? Is this an extra service and do any potential subcontractors needed for these extra services to program proprietary systems need to be listed in the RFP?

Answer: The State will handle reprogramming needs separate from this contract.

24.) Please confirm parts and labor for any failed test are NOT included and to be quoted separately.

Answer: This is addressed in the RFP, pages 59 and 60, Item C, Repairs, and Item E, Parts.

25.) Please confirm any re-test of a failed system after repairs are made would be an extra and not included in the base contract.

Answer: The successful vendor may charge a fee for the re-test of a failed system. The fee for re-testing should be provided on the "Other" tab of Appendix B.

26.) It is stated that service outside of the base testing and inspection is not included in this RFP. Please confirm the procedure and expectations for emergency service in response to fire alarm system issues.

Answer: Response time for emergency service is a maximum of 4 hours. Emergency service calls will be billed at the hourly rate submitted on the "Other" tab of Appendix B

27.) RE: Appendix B – Pricing, The 5 year test is listed under Fire Alarm. Is this supposed to be the 5 year internal pipe and valve inspection for the fire sprinkler risers? If so, do you want a unit price per riser or do you want a total price per building?

Answer: The 5-year alarm pricing has been corrected to be 5-year sprinkler test and should be provided per unit. The change is reflected in the Revised Appendix B that is posted to the webpage. Please use the Revised Appendix B Pricing Spreadsheet when submitting your offer.

28.) Appendix B – pricing, It says you can bid sections 1 and 2, 3, or 4 individually. Can you bid the county tabs individually? Such as only New Castle County? Also within each section can you bid fire alarm only? Or do you have to bid sprinkler and alarm?

Answer: The State has structured the documents for the preferred way we would like to see bids. If a vendor chooses to bid otherwise, their bid will be considered. Overall scoring for every criteria will determine the successful bidder. An RFP is not awarded based solely on price.

29.) The bid form Appendix B has the 5 year test column E under fire alarm. This should be under sprinkler as there is no 5 year alarm test.

Answer: The 5-year alarm pricing has been corrected to be 5-year sprinkler test and should be provided per unit. The change is reflected in the Revised Appendix B that is posted to the webpage. Please use the Revised Appendix B Pricing Spreadsheet when submitting your offer.

30.) Does the State have any Diversity Goals for this contract?

Answer: Delaware does not have a preference law, however we do track and make public those vendors certified as Minority, Women, Veteran, and Service Disabled Veteran owned.

31.) Is the only way to get addresses for all of these buildings to go to site visits or contact the facility manager?

Answer: There is a list of state building addresses available on our webpage: <http://gss.omb.delaware.gov/messenger/index.shtml> Click on the State Location Codes (SLC) link to view the list.

32.) Because of the changes to the spreadsheet, can the bid opening date be extended?

Answer: The established date for posting responses is Mon. April 4. The bid opening date will remain Tue. April 19, 2016, 1:00 p.m.

33.) The State's request for pricing per foot for hood cleaning is confusing, because some of the hoods are listed with the size and some are not. How will the State be able to compare pricing?

Answer: Hood sizes are provided on the spreadsheet for reference only. Bidders should provide the price per foot, regardless if the size of the hood. We will do the calculation for each particular hood. Comparison will be on price per foot.

All other terms and conditions remain the same.

S:\GSS16259 Addendum to Proposal



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