



STATE OF DELAWARE  
EXECUTIVE DEPARTMENT  
OFFICE OF MANAGEMENT AND BUDGET

November 17, 2017

TO: ALL OFFERORS

FROM: SHANNON WROBEL  
STATE CONTRACT PROCUREMENT OFFICER

SUBJECT: ADDENDUM TO REQUEST FOR PROPOSAL NO.: GSS18165-PORT\_TOILET

**ADDENDUM #1:**

The purpose of this addendum is to answer questions received regarding the solicitation.

Information regarding the current contract is available online at:  
[http://contracts.delaware.gov/contracts\\_detail.asp?i=2806](http://contracts.delaware.gov/contracts_detail.asp?i=2806)

**QUESTIONS AND ANSWERS**

1. Can you provide any pictures or more information on the standard and handicap units that have heaters?
  - a. The heated one is larger, and they include a plug in portable heater and hand sanitizer. Obviously can only be used where you have electric. Pictures are not available.



**GOVERNMENT SUPPORT SERVICES – CONTRACTING**  
100 ENTERPRISE PLACE – SUITE 4 – DOVER, DE 19904-8202  
PHONE: (302) 857-4550 – FAX: (302) 739-3779 – GSS.OMB.DELAWARE.GOV

2. What constitutes an emergency service? Is it just a delivery or pump out? Are there situations where a repair is an emergency?
  - a. Emergency service is normally called when a toilet is broken or unit is filled sooner than anticipated. Most emergencies should be avoided with good planning. We would like service ASAP, Preferably the day call is made.
3. What are the repairs that are typically called in?
  - a. Most repairs have occurred when units are knocked over by wind or vandals. Wind is more of an issue in the beach areas.
4. What is the time frame to respond for on call service?
  - a. A twenty-four (24) hour notice should be given for all on call servicing.
5. Who is the incumbent? What is the unit pricing? What is the total spend?
  - a. All of this information can be found on the current contract's webpage.
6. Are there any restrictions on when we can provide service? Can we service overnight?
  - a. Servicing during the day is preferred. After hours servicing must be prearranged with the site manager.
7. Holding tanks are listed only as a "state owned units" in Kent County Dump Station (APP A, Current Locations and Service Requirements), but the vendors are required to give a price on the "vendor owned units" spreadsheet, as an item they need to provide. Please clarify if the holding tanks need to be provided by the awarded company or the dump station only needs to be serviced.
  - a. Pumps are needed for State owned holding tanks. The capacity is 1000 gallons. Appendix A has been updated to include a holding tank pump (line 13 on the "stay owned units tab" All respondents are to use Appendix A, Addendum #1 for their final proposal response.

All other terms and conditions remain the same.

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