



STATE OF DELAWARE
EXECUTIVE DEPARTMENT
OFFICE OF MANAGEMENT AND BUDGET

June 7, 2017

TO: ALL OFFERORS

FROM: DENNIS J SMITH
STATE CONTRACT PROCUREMENT OFFICER

SUBJECT: **ADDENDUM TO REQUEST FOR PROPOSAL
CONTRACT NO. GSS17783-BAS
BUILDING AUTOMATION SERVICES**

ADDENDUM #1

This addendum provides a list of vendor questions and the state's responses for the solicitation to Contract No. GSS17783-BAS

Q1. General – Can a bidder “no bid” any of the buildings in the list, or is each bidder required to bid all buildings?

- A. **No, your bid must cover all buildings per each line on the contract. We do NOT require each bidder to bid each line (system- ADX, WebCntrl, AX in Parts 1 and 3). If you do bid a line, you cannot “no bid” any of the buildings included in that line bid.**

Q2 General – Are you required to be a factory authorized/licensed dealer for the product you'll be servicing?

- A. **Yes.**



Q3 General – Vendor is required to have trained and qualified personnel (including licenses) to provide their services on each server platform bid:

- a. What specific types of licenses is each bidder required to produce? Product training? Electrical License?
- b. Is the bidding vendor also required to provide proof that they are authorized dealer for any system they propose to service?

A. Licenses are those required by law. Need to document product training for all maintenance persons. Electrical license only needed if required by State electric code. Must provide documentation they are an authorized dealer that can maintain the equipment in question.

Q4 General – VFDs require in and out voltages to be checked, and ensure all terminations are tight. Additional questions regarding this:

- a. Does the reference in and out voltage, indicate the high voltage side?
- b. Do we require scheduled shutdowns?
- c. Can the State provide us with a list of all VFDs throughout all of the buildings included in this bid, including just the fan VFDs that are over 1,000 CFM.

A. Yes. If equipment is to be shutdown during the check, “yes”. “No”, we cannot provide a list.

Q5 General – Cleaning of all equipment by wiping exterior surfaces and use of compressed air inside device boxes and enclosures is part of maintenance services.

- a. Was this intended for servers and frontend computers only?
- b. If intended for device boxes/enclosures in mechanical rooms, above ceilings, etc. – can you provide a total quantity of such enclosures?

A. No, all enclosures containing electronic components shall be wiped down and compressed air cleaned. The total number of enclosures is unknown.

Q6 General – Page 58 has the following quote “See Appendix C Note: groups may be adjusted each year to account for the addition of new systems. New systems would not be added to a group until they are about to fall off of their warranty period.)” Regarding Appendix C, can you clarify:

- a. What does “Maintenance Year” column indicate?

- A. Appendix C basically puts BAS Preventative Maintenance (PM) on a 3 year cycle for each building. Buildings on “Maintenance Year 1” would have PM on the first year, “Maintenance Year 2” on the second year, etc.

Q7 General – Does this project require payment of the State of Delaware Prevailing Wages?

- A. Yes.

Q8 General – What documentation is available on the various systems listed?

- A. All available info is in the RFP.

Q9 General – Preventative Maintenance how often is tis required? Once/twice per year?

- A. Once per year.

Q10 General – Can multiple product manufacturers be listed at different percentages?

- A. No.

Q11 General – Can certain products be excluded on this line?

- A. No.

All other terms and conditions remain the same.