



STATE OF DELAWARE
EXECUTIVE DEPARTMENT
OFFICE OF MANAGEMENT AND BUDGET

September 10, 2019

TO: ALL OFFERORS

FROM: Steven Chillas
STATE CONTRACT PROCUREMENT OFFICER II

SUBJECT: ADDENDUM #1 TO INVITATION TO BID:
Contract #GSS19561-VEH_LDP
Model Year 2020 or Newer – Light Duty Passenger Vehicles

ADDENDUM #1

This addendum is issued to clarify questions submitted by interested vendors as per the ITB – GSS19561-VEH_LDP.

Question 1: What date and address will the public bid opening be held?

Answer 1: Please refer to page 2 of the ITB. *“In order for your bid to be considered, the bid quotation reply section shall be executed completely and correctly and returned in a sealed envelope clearly displaying the contract number, by Thursday, September 26, 2019 at 3:00 PM (Local Time).”*

Bids shall be submitted to:

**STATE OF DELAWARE
GOVERNMENT SUPPORT SERVICES
CONTRACTING SECTION
100 ENTERPRISE PLACE - SUITE 4
DOVER, DE 19904-8202**

Question 2: Can the State provide previous years contract # and/or provide usage reports from previous contracts?

Answer 2: Information for the previous contracts can be found at: <http://contracts.delaware.gov/>
The previous/ current contract will be found under Sedans and Hybrids, based on the year of the contract. You may also look under Archived Contracts to find previous year versions. Each individual contract page maintains usage and aggregate spend data. The total aggregate spend for FY2019 for Sedans and Hybrids was approximately \$3,222,000.

Question 3: Please reference Appendix A, pg 38-40. Select models include the safety features requested as standard equipment excluding adaptive cruise control. Will the State accept standard cruise control in place of adaptive cruise control on Specifications C, D, G and H?

Answer 3: Currently the State of Delaware is seeking “Adaptive Cruise Control” as this feature offers both safety and convenience to the vehicle operator. The difference in terminology among manufacturers/ potential vendors allows for the uniform understanding of this feature as the ability to set and maintain speed while “Adaptive” allows for the vehicle’s safety features to maintain a safe distance. The State of Delaware continues to develop a fleet of vehicles that are equipped with the most current safety features while maintaining the best overall investment of taxpayer funds.

While we cannot coach or direct a vendor regarding their proposal, potential and interested vendors are reminded to review the entire solicitation and to utilize tools such as Attachment F – ITB Exceptions Form, regarding the differences between what is requested and what is being offered.

Question 4: Reference page 33, line item M, it states “Glass for all windows should be tinted.” Is the OEM standard solar tint sufficient? Or does the State want darker tint in rear windows?

Answer 4: OEM tint is sufficient.

Question 5: Page 35, Section 9: Extended PM Service Plans – How many years is the State requesting coverage (2, 3, 4, or 5 years)? Are you looking for synthetic or conventional oil?

Answer 5: The State seeks the longest term possible based on manufacturer. Oil should meet specifications of the manufacturer for the vehicle being bid.

Question 6: Page 36, Section 11: Previous Model Year Vehicles – Which number is the State looking for the vendor to base the discount off of?

Answer 6: The State is seeking a percentage (%) discount off of inventory on the dealer lot that would allow for the purchase of a prior year model.

Question 7: Page 40, Specification G; Package #2 – The “tow package” is not available as an OEM option. Would the State like the package quoted as an aftermarket price?

Answer 7: While we cannot coach or direct a vendor regarding their proposal, potential and interested vendors are reminded to review the entire solicitation and to utilize tools such as Attachment F – ITB Exceptions Form, regarding the differences between what is requested and what is being offered.

Question 8: Since every Specification is being “Multi-Awarded” will multiple submissions be allowed?

Answer 8: For clarification, The State of Delaware is authorizing a “multi-manufacturer award” by specification for this proposal. That allows the State to award more than one manufacturer per specification allowing for different models on a specification. Interested vendors (manufacturer authorized dealers) are expected to provide the State with their best option. For those dealers who manage/ maintain multi-manufacturer organizations, you may only submit one manufacturer per

individual specification. By submitting more than one manufacturer (ex: Ford, Chevrolet, Dodge,) on a given specification the vendor then controls the ability to artificially inflate the price for the specification while at the same time unfairly suppressing other business in the market. Additionally, the State of Delaware still maintains the right of best interest which allows award of only one vendor per specification based on the needs of the State. *(for example, the State may award Specification X as follows: Ford model as bid to Dealer A, Nissan model as bid to Dealer R, and Chevrolet model as bid to Dealer W, even though we received 7 total and different manufacturer submissions for the specification. The State may further award Specification Z to only one vendor for the single manufacturer bid, again based on the specific needs of the State)*

Question 9: *This question covers two (2) separate but similar vendor questions relative to manufacturer specific submissions:*

For Specification M- Hybrid Utility Vehicle – Will the State consider an Explorer Police Utility Hybrid with an interior upgrade package and full wheel cover in lieu of an Explorer Hybrid at a considerable savings to the State?

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Important note that since you requiring blind side monitoring (option last year) price for Prime increases to estimated \$29990.00 since only available on Prime Limited in which standard . Similar increases will be also noted on other Toyota models as well. Another example is Corolla, in which option is available but also includes smart key system on front doors, trunk with push button start, alloy wheels & power tilt sliding roof.

Answer 9: While we cannot coach or direct a vendor regarding their proposal, potential and interested vendors are reminded to review the entire solicitation and to utilize tools such as Attachment F – ITB Exceptions Form, regarding the differences between what is requested and what is being offered.

Question 10: The Appendix B, Pricing Spreadsheet, for GSS19561-VEH_LDP has also been updated to reflect option clarification for multiple specifications as addressed by potentials vendors.

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