



STATE OF DELAWARE
EXECUTIVE DEPARTMENT
OFFICE OF MANAGEMENT AND BUDGET

August 19, 2019

TO: ALL OFFERORS

FROM: DENNIS J SMITH
STATE CONTRACT PROCUREMENT OFFICER

SUBJECT: REQUEST FOR PROPOSAL – ADDENDUM #1
NO.: GSS20752-DSP_RANGE_MO
DSP Firing Range Maintenance and Operation

ADDENDUM #2

The purpose of this addendum is to respond to questions submitted regarding the solicitation and to make some adjustments to the timeline associated with this solicitation.

Q1	Do we have to follow a prevailing wage schedule to quote this? If so, which one?
A1	No. A straight hourly rate regardless of the type of work performed.
Q2	How many hours per day can we work?
A2	The hours that can be worked are based on a 8 hour day, longer hours can be worked as long as the it been approved prior to working them by DFM / DSP
Q3	Where in the building is the range located? If not on the main floor, is there elevator access?
A3	The range is located on the main floor of the building / no elevators onsite
Q4	How many shooting positions are there?
A4	There are 20 shooting positions
Q5	What is the width of the bullet trap?
A5	The total length of the bullet trap is 148 feet long
Q6	Is this a tactical range?
A6	Yes
Q7	How many rows of baffles are there?
A7	6 rows of baffles
Q8	Where is the ventilation system located?
A8	The unit is directly outside the main building (at ground level) and ductwork is ducted into the building/ Range
Q9	Who is to supply the new filters?
A9	DFM will be responsible for supplying all filters through State contract / Vendor will be responsible for providing a list to DFM for ordering and having them delivered to



	the site and vendor will be responsible for unloading and storing filters in shed provide by DFM
Q10	Can we get any photos of the bullet trap and range?
A10	NO photos will be provided unless authorization has been giving by DSP and arrangement are made with DSP to be onsite to take photos/ with DSP oversite
Q11	Is the hourly rate requested on the bid form a per person hourly rate, or a per crew hourly rate?
A11	The rate would be hourly rate per person
Q12	Is the current contractor invoicing per hour? If so, are they billing per hour per person, or per hour per crew, regardless of crew size?
A12	The current vendor is billing a hourly rate per person
Q13	If the hourly rate being requested is per crew, what are the current crew sizes for the daily activities and all the different periodic (monthly, quarterly, bi-annually and annually) activities?
A13	There is no crew hourly rate
Q14	It was mentioned on the site walk that there are shutdown periods when the periodic work occurs. Can you provide a breakdown of current durations for all the periodic activities?
A14	Currently, we built one maintenance day a quarter. This was usually on a Friday and we would not schedule any shoots. With the new system we are not sure how the maintenance schedule will change.
Q15	Can you provide a number or percentage of days per month or per year when the range is active during evening hours?
A15	The nighttime usage of range is predominantly outside agencies attempting to secure range time while not impacting the DSP training cycle. It varies, estimated evening use is one day per month or 25% of the total time. Due to training requirements this usually seems to all come at one time so we may have a month with heavy nightly use and then go several months without it.
Q16	Is transportation and disposal of waste being handled by DSP? (we understand we are responsible for collecting waste where requested[spent brass, used filters, dust, etc]).
A16	DSP would work with the award vendors utilizing any State contract that might be available for such removal of mention items. DSP would be responsible for the removal and transportation
Q17	Is DSP providing containers (drums, cubic yard boxes) for spent brass, filters, dust? We cannot quote consumables such as waste containers for two reasons. 1) they can't be rolled up to an hourly rate, and 2) since the air handler is not completed, we don't know the size or configuration of the replacement filters or other consumables, and don't know what containers would be appropriate
A17	Yes DFM /DSP will provide all containers necessary for waste that may come from the range itself.
Q18	It was asked on the site walk if the ACA Safe Harbor Exception applies to this bid. There was no definitive answer given. Could you please clarify if the ACA Safe Harbor Exception is a requirement for this bid.
A18	If the bidder/company provides health insurance to their employees, ACA Safe Harbor does not apply to this contract.
Q19	On page 15, Number 3, General Information, F, states that the contract will start 20 days after the award date. Is this the correct estimated start date?
A19	The existing contract expires December 31, 2019 and this contract will replace the existing contract. The start date is an estimate and is dependent on the amount of

	time required to complete negotiations and sign an agreement.
Q20	Will a dumpster be provided by the State of Delaware for all trash removal?
A20	Yes the dumpster will fall under DFM/State contract
Q21	Will the State of Delaware provide Manufacturers Recommended Maintenance Manuals for the HVAC system, Savage Wet Trap, including conveyor, and Action Target System?
A21	The state will provide the manufacturer recommendation on all new HV/AC equipment that is being installed per the project. Also all equipment will have a two year warranty.
Q22	During the site visit, the Action Target Systems were not installed. Will they be reinstalled and working before the contract is awarded?
A22	Yes
Q23	How many man-hours are typically billed in a month?
A23	Roughly 320 hour Monthly based on two FTE (this may vary, depending on the use of the range
Q24	What is the firing schedule for 2020?
A24	The 2020 schedule is still being completed. It should be comparable to the 2019 schedule. Based on that the range will be in use pretty much every day Monday to Friday. Due to scheduling conflicts, an occasional Saturday is used.
Q25	It's my understanding that the hours are from 5:00 a.m. to 8:00 p.m. Is it necessary to have someone on site for all of those hours?
A25	The 0500 to 2000 hours are not always in place. These hours are used when we have a DSP shoot taking place. One employee comes in early to make sure everything is running correctly. The second employee comes in later and stays until after the shoot so he can perform the cleanup and maintenance. This also allows for one of them to be there should we encounter any mechanical issues during the shoot.
Q26	Are we changing the mid-filters and HEPA filters only on the new Air Handling Unit?
A26	The bidder/company will be required to change all the filters in all HVAC units on site
Q27	What are all of the filters that need to be changed on the Air Handling Unit?
A27	Not real clear on the question; but there are pre- filters, and bag filters that will requiring changing according to the manufacture recommendations
Q28	Will a forklift be provided for handling of the lead drum off of the Savage Wet Trap?
A28	DFM will provide a fork lift upon request for any heavy equipment, DFM must have 24 hr. prior notice for the use of the fork lift
Q29	Who is the Incumbent Contractor and what was the Contract value?
A29	Current contract information can be viewed on the contract page: http://contracts.delaware.gov/contracts_detail.asp?i=3339
Q30	Please refer to Appendix C Vendor Cost Proposal Hourly Rate. Is this a per man hourly rate or an estimated lump sum, including any overtime to run the facility to the provided scope of work?
A30	It should be a per man hourly rate
Q31	If the awarded vendor is maintaining the contract per scope of work and the Delaware State Police decide to hold an event on Sunday, would it be a billable change order above the current contract hourly rate or would this be considered overtime at an additional expense, or would it be only billable as the contracted hourly rate?
A31	This would be considered overtime and would be billed as such
Q32	If there is an ongoing event and the Savage Wet System and Conveyor break down, would this be considered a breakdown and a cost for another Contractor to repair?

A32	The vendor that is awarded the contract would be responsible for the repair work
Q33	Should a Mechanic able to repair the Savage Wet System and Conveyor be on-call during an event so that the event does not have to be cancelled in the case of a breakdown? If so, would this be billable above the contracted rate?
A33	This would be upon DSP request and it would be billed at the normal quoted rate
Q34	If we are cleaning the Savage Wet Traps and we have four (4) employees working, can we bill for each employee per hour?
A34	All work is to be billed at a hourly rate, it is the vendor responsibility to decide on the amount of employees it takes to do a certain job, The vendor should provide DSP/Range Master and DFM an estimated cost on the repairs prior to any major work that needs to be done, (the vendor should quote the amount of labor cost and material cost separately). Vendor shall also notify all parties DSP/DFM of any major breakdowns and any issues that may affect the operation of the range

All other terms and conditions remain the same.