



Delaware Department of Natural Resources and Environmental Control
Division of Parks and Recreation
89 Kings Hwy
Dover, DE 19901

July 29, 2020

TO: ALL OFFERORS

FROM: PATRICIA TANNER
PARALEGAL III

SUBJECT: INVITATION TO BID – ADDENDUM #I
CONTRACT NO.: NAT20002_WATERCRAFT
RECREATIONAL WATERCRAFT

ADDENDUM #I Q & A

The purpose of this Addendum is to answer questions that were submitted in connection with NAT20002_WATERCRAFT.

1. Is there an itemized list on the quantities of each item the State of Delaware is considering for purchase?
 - a. Page 14, paragraph 11. Quantities of the ITB states: Bidders shall recognize there are no guaranteed minimum contract quantities or values associated with this solicitation.
2. Is there a clause for Made in USA only? Is China ok?
 - a. There is no country of origin requirement for this solicitation.
3. Depending on where these items are sourced, and the quantity of each, a 30-day delivery requirement from the time a P.O. is issued may be an issue.
 - a. Page 28, paragraph 5. Delivery of the ITB states: Delivery of watercraft shall be completed no later than thirty (30) days after submission of a P.O. If the Vendor

determines it would like to take exception to this term in the ITB, please utilize the Attachment E, ITB Exceptions Form.

4. Is the 3-year contract period for supply of equipment only, where state parks can order equipment during this time at any point? Or will we be required to run the actual operations at the parks?
 - a. The contract period is for the purchase of equipment only.
5. Are we allowed to only bid on one watercraft (such as paddleboards) or is one vendor required to fulfill all the different types of watercraft?
 - a. Appendix A, Pricing Spreadsheet, indicates that bidders may bid on all or some of the vessels.
6. Do all purchases go to same zip code, or will items be ordered from multiple area's and shipped throughout the state?
 - a. Orders will be made from multiple zip codes and will be shipped to various State Parks. All deliveries will be inclusive in Delaware.
7. FOB Delivered?
 - a. Yes. Page 14, Paragraph 10. Shipping Terms states: F.O.B. destination; freight pre-paid.
8. Section II, paragraph 18 requires that I have a Delaware business license, but I am located in Virginia and possess a Virginia Business license. Does this mean that I cannot make a bid?
 - a. No. You may still submit a bid. The process to obtain a Delaware business license must be initiated prior to award of a vendor(s). Please see: <https://onestop.delaware.gov/> for information on obtaining a Delaware business license.
9. What was the prior contract utilization?
 - a. The Delaware Department of Natural Resources and Environmental Control, Division of Parks and Recreation was not engaged in a contact prior to this ITB.
10. What is the intended use of the watercraft listed in the ITB?
 - a. Page 27, Section III. Technical Specifications, paragraph 1. Overview states: The Delaware Department of Natural Resources and Environmental Control, Division of Parks and Recreation, has a need to purchase various recreational watercraft for public tours and rentals for navigation on various State Park ponds and flat bodies of water.

11. How many different agencies are within the state of Delaware?
 - a. The current solicitation is for The Delaware Department of Natural Resources and Environmental Control, Division of Parks and Recreation. For more information on the State of Delaware go to: www.Delaware.gov.

12. Will the state agencies be able to order in case quantities for items that might come by the case? For example, some of the accessories do come by the case.
 - a. Page 14, paragraph 11. Quantities of the ITB states: Bidders shall recognize there are no guaranteed minimum contract quantities or values associated with this solicitation. If the Vendor determines it would like to take exception to this term in the ITB, please utilize the Attachment E, ITB Exceptions Form. Agencies may order by the case.

13. Will each individual agency have their own ship to for deliveries or will there be a central warehouse for the state?
 - a. Orders will be made from multiple zip codes and may be shipped to various locations with the State of Delaware.

14. Will each agency have access to a dock or a forklift for delivery? Lift gates may be required for many locations if no dock or forklift is available.
 - a. Yes, each State Park will have access to a forklift for delivery. Please note that if State Park equipment is required, prior notice is necessary. Delivery arrangements must be coordinated with the Park Superintendent.

15. How much notice will be given for each individual P.O.?
 - a. Page 19, paragraph 27 details how orders will be placed. In addition, the Vendor will be contacted by the Division upon ordering.

16. Regarding provision #20 on page 17 entitled “Ownership of Intellectual Property.” Based on the wording of this provision, the contractor must give up all rights to any innovations or creations associated with the ITB Recreational Watercraft contract. Thus, the question becomes is there no room for negotiation on this provision? For example, the federal government allows contractors (small businesses, nonprofits) to retain a “percentage” of whatever innovation or creation associated with that contract. Does the State of Delaware also have such options, and if so, why does it not apply to the Recreational Watercraft contract?
 - a. If the Vendor determines it would like to take exception to this term in the ITB, please utilize the Attachment E, ITB Exceptions Form.

17. How does provision #20 on page 17 correlate with Attachment F on page 37 of the ITB Recreational Watercraft contract bid document entitled “Confidentiality Form”? Based on the wording of provision #20 on page 17, it is unclear how to use the Confidentiality Form Attachment on page 37.
 - a. Page 46, paragraph 53 of the ITB states that if the bidder designates a portion of its bid as confidential, it shall isolate and identify in writing the confidential portions. The bidder shall include with this designation a statement that explains and supports the firm’s claim that the bid items identified as confidential contain trade secrets or other proprietary data. If Vendor determines it would like to take exception to this term in the ITB, please utilize the Attachment E, ITB Exceptions Form.