

August 14, 2020

TO: ALL OFFERERS

FROM: Jerry Platt
Chief of Engineering

SUBJECT: ADDENDUM TO INVITATION TO BID - CONTRACT NO.
OMB21009-ENV_RL_PRP - Environmental Real Property Assessment &
Environmental Laboratory Services

ADDENDUM #1 Q & A

1) Q: I was reviewing the bid solicitation for 'Environmental Real Property Assessment & Environmental Laboratory Services - ISSUED BY Division of Facilities Management - OMB21009-ENV_RL_PRP' and see that the scope includes Phase I and II Site Assessments and brownfields Investigation. I wanted to know if any component of this project requires third party data validation services, and if so, how would I go about bidding on it.

A: No third party validation services are required as part of this contract.

2) Q: We are reviewing the above referenced request for proposal, which mentions an "Appendix B – Scope of Work and Technical Requirements." The attached PDF file (obtained from bids.delaware.gov) did not include these pages. Could you let us know if there is additional information we should be reviewing?

A: There is no Appendix B to this document. The Scope of Work is what is provided in the body of the RFP.

3) Q:

- 1) List of Items, Schedule of Requirements, Scope of Work, Terms of Reference, Bill of Materials required.
- 2) Soft Copy of the Tender Document through email.
- 3) Names of countries that will be eligible to participate in this tender
- 4) Information about the Tendering Procedure and Guidelines
- 5) Estimated Budget for this Purchase
- 6) Any Extension of Bidding Deadline?
- 7) Any Addendum or Pre Bid meeting Minutes?

A:

- 1) The extent of items required is as written in the RFP posted on the website.
- 2) The document will not be sent via email, as it is available on the website.
- 3) There are no restrictions on who may respond to this RFP.
- 4) This information is provided in the RFP.

- 5) There is no “estimated budget” at this time, as services ultimately provided through this award will be evaluated as they occur.
- 6) There will be no extensions on the deadline for proposal submissions.
- 7) Any Addendum will be posted on the GSS website. There will not be a Pre-Bid Meeting for these submissions.

- 4) Q: I am looking to obtain a copy of Appendix B - SCOPE OF WORK AND TECHNICAL REQUIREMENTS. I didn't see that in file that was linked on the RFP site. Can you please send this to me or let me know where it is available for download?

A: There is no Appendix B to this document. The Scope of Work is what is provided in the body of the RFP.

- 5) Q: I was looking through the Request for Proposals for Professional Services, Environmental Real Property Assessment & Environmental Laboratory Services OMB21009-ENV_RL_PRP and it appears that Appendix B-Scope of Work and Technical Requirements is missing from the RFP. Is there somewhere that I can download this?

A: There is no Appendix B to this document. The Scope of Work is what is provided in the body of the RFP.

- 6) Q: Section number: Appendix A
Paragraph number: Item 2
Page number: 48
Text of passage being questioned:

The remaining vendor proposal package shall identify how the vendor proposes meeting the contract requirements and **shall include pricing**. Vendors are encouraged to review the Evaluation criteria identified to see how the proposals will be scored and verify that the response has sufficient documentation to support each criteria listed.

Our question is: Could you please elaborate on what pricing information you're asking us to provide?

A: We are asking for the hourly billable rate of staff to be part of the contract for verification of invoices under the contract.

- 7) Q: Section IV. Professional Services RFP Administrative Information; B. RFP Submissions; Paragraph 2. Proposals; Page 6

Due to COVID-19 restrictions in place, would the State consider removing the required paper copies delivery with a PDF file of the proposal, and accept an emailed or uploaded electronically PDF submittal? If not, please confirm that the Division of Facilities Management building will be open, and someone will be accepting hand deliveries up to the 21 August 2020 due date/time.

A: There will be no changes to the requirements of how the proposals are to be submitted. The Division of Facilities Management Office is open M – F from 8:00 AM until 4:30 PM. There is always a receptionist on duty during these hours in order to accept delivery of all packages.

All other terms and conditions remain the same.

If you have any questions, please contact me at 1(302) 739-5644 or Jerry.Platt@delaware.gov