

Office of State Procurement
State of Louisiana
Division of Administration

JEFF LANDRY
GOVERNOR



TAYLOR F. BARRAS
COMMISSIONER OF ADMINISTRATION

October 16, 2024

ADDENDUM NO. 02

Your reference is directed to RFx Number 3000023552 for the Invitation to Bid (ITB) for the State of Louisiana – Emergency DSNAP Push Packages for DCFS, which is currently scheduled to open at 10:00 AM CT on 10/24/2024.

Bidders' written inquiries received by the inquiry deadline date of October 3, 2024 and the State's responses are as follows:

Vendor Question 1. Will this be awarded based on price? How many contracts will be awarded?

State's Response 1: The award(s) made from this bid will be based on price and delivery of bidders meeting all specifications and bid requirements. As the resulting contracts are intended for use in response to emergency situations, the State reserves the right to make multiple awards in its best interests. See State's Response 2.

Vendor Question 2. Will this be activated as turnkey comfort station?

State's Response 2: Yes. Please see revised language below for Attachment A – Standard Terms and Conditions, page 12, Section 5:

Method of Award / Multiple Awards: It is the intent of the State to award this solicitation on an **all-or-none** basis. The State reserves the right to reject individual line items from the award. The State further reserves the right to make multiple awards in its best interests. Multiple awards may be in the State's best interest when awarded to two or more bidders or offerors for similar products, and when needed for adequate delivery, service or availability.

Multiple awards, if made, will be based on a review of such factors as past usage, anticipated usage, the reasonableness of prices, and the need to ensure timely delivery. The State reserves the right to award contracts as Primary, Secondary and Tertiary, to function as a backup if the Primary contract-holder cannot fulfill the terms of the contract.

Vendor Question 3. Will the bid pricing serve as a contract ceiling with task orders issued to be priced post event? Or is the contract pricing firm?

State's Response 3: The contract pricing is firm. Vendors may charge less on a line item, but bid pricing cannot be exceeded.

Vendor Question 4. Line three states “vendors who could supply the State with DSNAP Push Packages for DCFS to be delivered within 12 to 24 hours to designated locations.” This contradicts Attachment B paragraph 3 which states onsite and operational within 48 hours. Will these assets be first delivered to a SSA?

State's Response 4: Supplies and equipment should be delivered on-site within 12-24 hours; that same equipment needs to be set-up and operational within 48 hours. (First 24 hours to get equipment onsite, second 24 hours to become set-up and functional).

Vendor Question 5. Will training requirements be accomplished online or in person?

State's Response 5: There are no training requirements from DCFS for the contract.

Vendor Question 6. Question one requests Push Packages available within 12-24 hours. Attachment B states all resources will be onsite and operational in 48 hours. Is the 12-24 hour window the initial movement window?

State's Response 6: See State's Response 4.

Vendor Question 7. Is this question asking the total number of Push Packages that could be available to begin movement to the area with 24 hours and not onsite and operational in 48 hours? Also, should this response be broken down by type of Push Package (250 vs 500 vs 1000 person)?

State's Response 7: See State's Response 4. Per attachments, response should be broken down by type of Push Package. Additional sheets may be attached to your bid if needed for your response.

Vendor Question 8. Are questions 5-12 applicable to this solicitation, and is N/A an acceptable response?

State's Response 8: The questionnaire is generalized and is included as part of all Emergency Contingency Contract solicitations and as such, some questions may not be applicable. You may enter N/A if the question is not applicable.

Vendor Question 9. Will deployment of Push Packages be a phased approach, or will all be deployed simultaneously?

State's Response 9: Initial deployment will most likely be deployed simultaneously, with possible phased approach in some circumstances. Louisiana conducts DSNAP in Phases. Push Packages can be moved between Phases.

Vendor Question 10. What are the expected operational hours for the Push Package sites? 12 hours per day?

State's Response 10: Yes, 12 hours per day.

Vendor Question 11. What level of security will be required? Armed?

State's Response 11: All security will be provided by the State as needed.

Vendor Question 12. Is Push Package mobilization and demobilization referring to the cumulative price of all mobilization and demobilization fees, as equipment mobilization and demobilization is included in other line items or is.

*State's Response 12: Per Attachment B – Specifications, page 1, ***mobilization and demobilization fees bid separately***. Attachment C – Price Sheet lines 1-2 refer to mobilization and demobilization fees for the push packages as a whole, with all items listed on Attachment B for each size package included. At times, individual items may be called for, without the entire push package. There are lines provided on the Price Sheet to quote pricing for mobilization and demobilization of these specific items on an individual basis.*

Vendor Question 13. Quantities all state 1 however, the bid pricing is for each level of push package (250, 500, and 1000 people). For example, would the price for the quantity of one, in the chairs line be the price for one 250 persons push package, 250 total chairs?

State's Response 13: Pricing is to be provided per the Unit of Measure on the Price Sheet. A la carte (per one each) with that individual pricing to be based on supplying the required quantities needed for the 250, 500, and 1000 size push package of the specified item.

Vendor Question 14. What is the per ounce bottle requirement?

State's Response 14: .5 liter / 16.9 oz

Vendor Question 15. Please clarify if all Attachments are required to be submitted as a PDF. If not, please clarify if the pricing sheet may be submitted as an Excel file.

State's Response 15: A pdf is acceptable for all Attachments. The Price Sheet may be submitted as an Excel file.

All else remains as on original Invitation to Bid.

THIS ADDENDUM IS HEREBY OFFICIALLY MADE A PART OF THE REFERENCED SOLICITATION.

ACKNOWLEDGEMENT: If you have already submitted your bid and this Addendum does not cause you to revise your bid, you should acknowledge receipt of this Addendum by identifying your business name and by signing where indicated. You may return this Acknowledgement by mail or delivery by hand or courier to: Office of State Procurement, 1201 N. 3rd Street, Ste. 2-160, Baton Rouge, LA 70802, or by fax to: (225) 342-9756. The State reserves the right to request a completed Acknowledgement at any time. Failure to execute an Acknowledgement shall not relieve the bidder from complying with the terms of its bid.

Addendum Acknowledged/No changes:

For: _____ By: _____

REVISION: If you have already submitted your bid and this Addendum requires you to revise your bid, you must indicate any change(s) below, identify your business name and sign where shown. Revisions shall be delivered prior to bid opening by mail or delivery by hand or courier to: Office of State Procurement, 1201 N. 3rd Street, Ste. 2-160, Baton Rouge, LA 70802, or by fax to: (225) 342-9756, and indicate the RFX number and the bid opening date and time on the outside of the envelope for proper identification, or by fax to: (225) 342-9756. Electronic transmissions other than by fax are not being accepted at this time

Revisions received after bid opening shall not be considered and you shall be held to your original bid.

Revision:

For: _____ By: _____

By: Arielle Bibbins
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