

Office of State Procurement
State of Louisiana
Division of Administration

JEFF LANDRY
GOVERNOR



TAYLOR F. BARRAS
COMMISSIONER OF ADMINISTRATION

June 2, 2025

ADDENDUM NO. 01

Your reference is directed to RFx Number 3000024822 for the Invitation to Bid (ITB) for the State of Louisiana – AngelTrax Brand Name Surveillance Equipment - Statewide, which is currently scheduled to open at 10:00 AM CT on June 11, 2025.

The following are the Vendor's Inquiries received by the deadline date of May 28, 2025 and the State's Responses:

Vendor's Inquiry #1: Attachment A – Special Terms and Conditions, Pg. 4, Section 6. Bidder Responsibilities: The bidder shall quote an hourly rate schedule for the two (2) types of support requested: 1) Equipment Installation; and 2) Initial Software Configuration. ***Both types of support shall only be made available by the bidder and purchased by the using agency in direct support of, and in conjunction with, a purchase order for the purchase of hardware and software.***

Please clarify this requirement. There are times when the end-user will purchase the hardware first and then add, for example the labor for the previously purchased wireless equipment when their funding would become available at a later date. They have the available funds for the equipment; but not for the infrastructure of the wireless features; but know it will be available in the future. Another example of the labor being purchased separately, is when they know they are ordering new buses and want to purchase the systems for their existing fleet AND for the new buses; but only want the labor for the existing fleet at that time, ordering the labor for the new buses when they are received from the Bus OEM. This clause is stating the purchase order must be for both the hardware and software, implying that they purchased at the same time.

State's Response #1: The installation is to be purchased in conjunction with the hardware and/or software. If there is a certain situation when the installation would need to be purchased separately, the Agency should contact Johnette Jackson (Johnette.Jackson2@la.gov) to submit justification for consideration.

Vendor's Inquiry #2: Attachment A – Special Terms and Conditions, Pg. 9, Section 21. Terms and Conditions: The purchase order is the only binding document to be issued against the contract. Signing of Contractor's preprinted forms is not allowed.

We supply every end-user with a customized formal quote based on their needs. Although this is a somewhat pre-printed form, it is customized to the products for the end-user. This quote has the ability to be "Accepted" by the end-user online and has a field for the end-user to enter a purchase order number. Would this be acceptable; or does all end-users need to submit a physical purchase order?

State's Response #2: No, acceptance of the quote online will not be acceptable. All Agencies who purchase from this contract, are required to submit a Purchase Order.

Vendor's Inquiry #3: General Question – Inclusion of Drives: During our previous contract term, we went through the process of having the ability to sell the drives (equipment that the video is recorded to and stored) separately under our contract approved. These were sold under the following circumstances: a) Upgraded to larger storage size; b) as additional spare drives so that they would not be in a position of not having video should an issue arise with the drive in the system; c) Replacement drive (the drives do not have as long of a life as the actual recorder Will this approval carry-forward to this contract or would we have to go through the approval process again?

State's Response #3: All items to be sold, shall be listed on the price sheet and must fall within one of the categories listed on Page 22. Exhibit 1 – Price Sheet.

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: Johnette Jackson
Office of State Procurement
Telephone No. 225-342-8031
Email: Johnette.Jackson2@la.gov