



State of New Jersey

DEPARTMENT OF THE TREASURY
DIVISION OF PURCHASE AND PROPERTY
PROCUREMENT BUREAU
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July 14, 2016

To: All Interested Vendors {Bidders}

Re: Bid Solicitation {RFP}# 16DPP00019 (T-0103) – Park & Playground Equipment

Quote {Proposal} Submission Due Date: July 29, 2016 (2:00 p.m.)

BID AMENDMENT {ADDENDUM} #2

The following constitutes Bid Amendment {Addendum} #2 to the above referenced Bid Solicitation {RFP}. This Bid Amendment {Addendum} is divided into the following parts:

Part 1: Answers to questions. (Pages 2 through 8)

Part 2: Additions, deletions, clarifications and modifications to the Bid Solicitation {RFP}. (Page 9.)

It is the sole responsibility of the Vendor {Bidder} to be knowledgeable of all of the additions, deletions, clarifications and modifications to the Bid Solicitation {RFP} and/or the New Jersey Standard Terms and Conditions relative to this Bid Solicitation {RFP} as set forth in all bid amendments {addenda}.

All other instructions, terms and conditions of the Bid Solicitation {RFP} shall remain the same.

PART 1
Park & Playground Equipment
Proposal Number: 16DPP00019 (T-0103)

Answers to Questions

Note: Questions may have been paraphrased in the interest of readability and clarity. Questions are referenced by the appropriate Bid Solicitation {RFP} page number(s) and section(s) where applicable.

#	Page #	Bid Solicitation {RFP} Section Reference	Question	Answer
1	-	-	We also had an issue with not being able to submit questions on the RFP. We were not able to access the Q&A portion of the website.	Please be advised that the Vendor's {Bidder's} Electronic Question Due Date has passed and Q&A period for this Bid Solicitation {RFP} is closed. Please refer to the Bid Solicitation {RFP} and any accompanying Amendment(s), Attachment(s), News items, and/or Bidder {Vendor} communication(s) posted on NJSTART and/or the Division of Purchase and Property's website for information regarding this solicitation.
2	-	-	Please contact me to help me log in to NJSTART.	Please contact the NJSTART Help Desk for assistance: NJ START email support: njstart@treas.nj.gov NJ START Phone Support: (609) 341-3500 Staffed Monday to Friday 8:30am to 4:30pm
3	-	-	I have a procedural question: Can the hard copy be delivered in person?	Yes. Please refer to Bid Solicitation {RFP} Section 1.3.2.
4	-	-	Is the hard copy (original) required to be in a particular format/support? For example, should it be sent in a binder?	Please refer to Bid Solicitation {RFP} Section 4.3.2.

#	Page #	Bid Solicitation {RFP} Section Reference	Question	Answer
5	-	-	I've been using the webpage to download documents in reference to BID 16DPP0019. Two questions: I'm having trouble opening and accessing these pdf's. I'm having trouble opening files on the NJ START link from the bid, to have these attached to my profile. Please advise the best way to do this?	Some Vendors {Bidders} have experienced issues opening and downloading forms/documents using Internet Explorer. Try using a different browser such as Google Chrome.
6	-	-	In NJstart, when looking at the procedure to submit pricing online, it states that <i>"The Vendor {Bidder} must submit its pricing as an attachment using the State-supplied price sheet/schedules(s) accompanying this Bid Solicitation {RFP} and located on the Attachments Tab"</i>. I am unable to access the attachment tabs to see the format of the state supplied price sheet. Is there another way to access it?	Vendors {Bidders} must be registered with and logged into NJSTART in order to access the Attachments Tab. Please refer to the Quick Reference Guide entitled "Submit a Quote". The State-supplied price sheet named "T0103 Price Sheet – Revised 7.11.16.xlsx", which must be used to submit a Quote {Proposal} is available on NJSTART's public site.
7	-	-	Unable to upload catalogs. Think they are too large.	If the Vendor {Bidder} is attempting to upload a large pdf file, for example, a catalog with pictures, it may be necessary to break the pdf file into smaller files to permit the document(s) to be uploaded.
8	-	-	Question received through a phone call to the NJSTART hotline: A vendor called stating that when he tries to upload catalogs it times out. He said small files are no problem, but when he tries to upload the larger one, he's having a problem.	If the Vendor {Bidder} is attempting to upload a large pdf file, for example, a catalog with pictures, it may be necessary to break the pdf file into smaller files to permit the document(s) to be uploaded.

#	Page #	Bid Solicitation {RFP} Section Reference	Question	Answer
9	-	-	I am working on a quote for Bid # 16DPP00019 and I am unable to upload the required catalog files. Smaller files are uploading fine.	If the Vendor {Bidder} is attempting to upload a large pdf file, for example, a catalog with pictures, it may be necessary to break the pdf file into smaller files to permit the document(s) to be uploaded.
10	-	-	Is there a check list and format for submitting pricing?	No. Please utilize the price sheet named "T0103 Price Sheet – Revised 7.11.16.xlsx" to submit your Quote {Proposal}.
11	-	-	Are there other enrollment periods?	No.
12	-	-	After stating a price, will there be a discount required or fee that NJ may expect us to pay?	This Bid Solicitation {RFP} requires a Vendor {Bidder} to provide a discount or markup off of its catalog/price list pricing for the brand bid. A Quote {Proposal} that contains unit prices on a price line will be deemed non-responsive. Please refer to Bid Solicitation {RFP} Sections 4.4.3.2 and 4.4.7. There are no other fees required for Quote {Proposal} submission for the State of New Jersey specific to this solicitation.
13	4	1.1	Is the NJ State Contract similar to other buy boards?	The Master Blanket Purchase Orders (Blanket POs) {Contracts} established as a result of this Bid Solicitation {RFP} are extended to New Jersey State agencies and New Jersey cooperative purchasing partners only. Please refer to Bid Solicitation {RFP} Section 1.1. Blanket POs {Contracts} resulting from this Bid Solicitation {RFP} will not be made available as a national online purchasing cooperative.

#	Page #	Bid Solicitation {RFP} Section Reference	Question	Answer
14	-	Price Sheet	For Bid # 16DPP00019, the new revised price sheet (7.6.16) will not print past the 4th price line item. Please advise as how to print this with all price line items.	Please refer to Part 2, Item #1 of this Bid Amendment {Addendum}.
15	Price Sheet and 15	Price Sheet and 3.1 (Table, Category 2, Price Line 2)	I am trying to respond to bid # 16DPP00019 and the item I want to quote is not listed on the bid response page but is listed on all other documents. "ADA Beach Access Matting" Can you please tell me what is wrong as I have to respond ASAP!!!!	Please refer to price line item 2 "ADA Beach Access Matting" on the Excel price sheet. Please utilize the price sheet named "T0103 Price Sheet – Revised 7.11.16.xlsx" to submit your Quote {Proposal}. The ADA Beach Access Matting is also referenced in Bid Solicitation {RFP} Section 3.1.
16		Price Sheet and NJSTART Items tab	On the price list there are 49 items. On line there are 64. Is it still item #2?	Yes, "ADA Beach Access Matting" is Item 2 on the Price Sheet. Vendors {Bidders} must supply Quote {Proposal} pricing utilizing the Excel price sheet named "T0103 Price Sheet – Revised 7.11.16.xlsx". Vendors {Bidders} shall not provide percentage discount or markup pricing in the NJSTART Items tab, which contains 64 items; the Vendor {Bidder} must insert \$1.00 in those fields. The 64 items listed in the Items tab within NJSTART are a system function of NJSTART in order to populate commodity codes and create a Vendor {Bidder} list.

#	Page #	Bid Solicitation {RFP} Section Reference	Question	Answer
17	-	Price Sheet	Just received a price list addendum dated 7.11.16. We have already completed revision 7.6.16 & burned to CDs and see no difference. Can we stay with 7.6.16 version?	Yes. The only revision made between the "T0103 Price Sheet – Revised 7.6.16.xlsx" and the "T0103 Price Sheet – Revised 7.11.16.xlsx" price was to fix the print margins. Please refer to Part 2, Item #1 of this Bid Amendment {Addendum}.
18	-	Price Sheet, Price line item 28	We would like to bid on the Outdoor Shower category but we can't find it on the bid that is presented. Bid presented goes 13 pages, 64 items. Have tried repeatedly with no success to find appropriate line to bid on. Please help. Finally found my way to the Price Sheet on the RFP on Playground Equip but can't open it. Tried to download but it came up blank. How can I get to bid on outdoor showers? Thanks.	Please refer to price line item 28 "Outdoor Showers" on the Excel price sheet. Please utilize the price sheet named "T0103 Price Sheet – Revised 7.11.16.xlsx" to submit your Quote {Proposal}. Vendors {Bidders} must supply Quote {Proposal} pricing utilizing the Excel price sheet named "T0103 Price Sheet – Revised 7.11.16.xlsx". Vendors {Bidders} shall not provide percentage discount or markup pricing in the NJSTART Items tab, which contains 64 items; the Vendor {Bidder} must insert \$1.00 in those fields. The 64 items listed in the Items tab within NJSTART are a system function of NJSTART in order to populate commodity codes and create a Vendor {Bidder} list.
19	-	-	Finally found my way to the Price Sheet on the RFP on Playground Equip but can't open it. Tried to download but it came up blank. How can I get to bid on outdoor showers? Thanks.	Some Vendors {Bidders} have experienced issues opening and downloading forms/documents using Internet Explorer. Try using a different browser such as Google Chrome.

#	Page #	Bid Solicitation {RFP} Section Reference	Question	Answer
20	5 and 15	1.2.2 and 3.1	Labor options – prevailing, etc.?	As stated in Bid Solicitation {RFP} Sections 1.2.2 and 3.1, installation is not included as part of this Blanket PO {Contract}. It will be the Using Agency’s responsibility to arrange for the installation of the equipment through a separate procurement channel/method. As such, labor is not a part of this Blanket PO {Contract}.
21	15	3.1	Will you need options? Color, urethane, etc.	As stated in Bid Solicitation {RFP} Section 3.1, a Vendor {Contractor} can offer options specifically related to the category of equipment offered. The State reserves the right to approve or reject any proposed options. Any options approved by the State, will be made part of the price list uploaded to the Division’s website.
22	28/29 and 32 32	4.4.3.2 and 4.4.7.1 4.4.7.1.1	Will you need a list price with individual discounts? Volume discounts?	Please refer to Bid Solicitation {RFP} Sections 4.4.3.2 and 4.4.7.1. Please refer to Bid Solicitation {RFP} Section 4.4.7.1.1.
23	28/29 and 32/33	4.4.3.2 and 4.4.7.1	Is there a form or document to review, before we respond to the below with 4 unit prices?	The 4 unit prices referenced in the Vendor {Bidder} question were not included with the questions. Please refer to the Vendor {Bidder} Checklist and Bid Solicitation {RFP} Section 4.0 for information pertaining to forms required with the Quote {Proposal}. This Bid Solicitation {RFP} requires a Vendor {Bidder}

#	Page #	Bid Solicitation {RFP} Section Reference	Question	Answer
				to provide a discount or markup off of its catalog/price list pricing for the brand bid. A Quote {Proposal} that contains unit prices on a price line will be deemed non-responsive. Please refer to Bid Solicitation {RFP} Sections 4.4.3.2 and 4.4.7.
24	33	4.4.7.9	Are we allowed minimums?	As stated in Bid Solicitation {RFP} Section 4.4.7.9, the State guarantees neither minimum, nor average, nor maximum quantities per order, nor total quantity during Blanket PO {Contract} term, including any extension thereof.
25	-	Price Sheet	I am a vendor who's working on submitting quotes for the #16DPP00019 Park and Playground Equipment opportunity. I'm attempting to upload my quote information and seem to be having difficulties locating the appropriate price line items in the items tab. For instance, in the Price Sheet, price line #10 is benches. When I did a search (see below) under "park, playground, recreational, then benches" it seems that line item #12 comes up. However, there is no description to indicate that it's for benches and it doesn't match the price line number on the Price Sheet. What, if anything, am I missing or doing wrong?	Vendors {Bidders} must supply Quote {Proposal} pricing utilizing the Excel price sheet named "T0103 Price Sheet – Revised 7.11.16.xlsx". Vendors {Bidders} shall not provide percentage discount or markup pricing in the NJSTART Items tab, which contains 64 items; the Vendor {Bidder} must insert \$1.00 in those fields. The 64 items listed in the Items tab within NJSTART are a system function of NJSTART in order to populate commodity codes and create a Vendor {Bidder} list.
26	-	-	I have already submitted my proposal, can I withdraw it?	Please refer to RFP Section 1.4.7.1. Also refer to Question #17 above regarding the price sheet.

PART 2
Park & Playground Equipment
Proposal Number: 16DPP00019 (T-0103)

Additions, Deletions, Clarifications and Modifications to the Bid Solicitation {RFP}

#	Page #	Bid Solicitation {RFP} Section Reference	Additions, Deletions, Clarifications and Modifications
1	-	Price Sheet	Bidders are advised that the print area in the Price Sheet for Bid Solicitation {RFP} 16DPP00019 (T-0103 Park & Playground Equipment) has been corrected. Please utilize the price sheet named "T0103 Price Sheet – Revised 7.11.16.xlsx" to submit your Quote {Proposal}.
The Quote {Proposal} submission date has changed from July 15, 2016 to July 29, 2016.			