

Responses to Inquiries
IFB 22584 Group 39000 – Maintenance, Repair, and Operational Supplies (Statewide)

No.	IFB Document Name	Document IFB Section	Inquiries	Response
1	IFB Main Document	Section 1.1 - <i>Overview and Scope</i>	Will janitorial equipment fall under this contract and if so, which lot #.	Janitorial Supplies are covered in Lot 4. See IFB Section 1.1 – <i>Overview and Scope</i> .
2	IFB Main Document	Section 2.1 - <i>Qualification of Bidder</i>	We don't buy direct for every product in the Industrial Supplies list- (but are able to source it elsewhere)-does this mean we are unable to bid? The way this bid is written would eliminate us from bidding... We currently enjoy a contract with NYS.	Pursuant to IFB Section 2.1 - <i>Qualification of Bidder</i> , "bids shall be accepted only from established manufacturers or their authorized dealers."
3	IFB Main Document	Section 4.1 - <i>Method of Award</i>	<p>Why just a primary and secondary vendor for the whole state? We currently have a 39000 contract for our Region- this current bid seems to be written around large vendors such as Grainger, MSC and Fastenal. It essentially eliminates small businesses like ours from competitively bidding. Being simply a fill in distributor for the winner(s) does not address the fact that we currently call on all the Towns, DOT's, and Highway depts. in our region- these customers rely on us to regularly call on them, show new products and assist them with cost cutting and labor efficiency. The type of contract this current bid represents is a step backward to what we had pre 2003- the agencies we called on then weren't serviced well by these large national chains then and won't be in the future.</p> <p>Why not award contracts for each Region again? Why not have a small business winner and small business secondary supplier for each region as well??</p>	OGS declines to make the requested change.

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4	IFB Main Document	Section 6.22.2 - <i>Business Participation Opportunities for MWBEs</i>	Why the special treatment for MWBE's and not Small Businesses? Why not have an MWBE and Small Business for each region and let that company develop its own business with State Agencies? We currently have a GSA contract- anyone can receive a contract provided they are qualified through the federal government and are competitive- each Federal government agency has a spend requirement with MWBE's and Small Business... why not structure NYS is a similar way? Federal agencies have several pre-approved and competitive vendors to choose from- competition is good and does a better job procuring the lowest prices and best service. It was our experience- pre-2003 (in NYS) when there was one vendor for each category- that the state agencies were not being serviced well and were absolutely not receiving the most competitive prices. We were constantly receiving calls from local state agencies checking Grainger's pricing- many, many times we were less expensive (and could have it there sooner) but under 'OGS or Less' (an un-needed law) our pricing was constantly shared with the contract winner... needless to say, we stopped providing prices to state agencies... This is about the time myself, a couple other small business owners and State Senator Masiello's aid went to meet the Deputy Director of OGS- after our meeting- provision was made for small businesses to quote (within their Regions)- which is the contract we currently enjoy.	The provisions in the IFB relating to Minority and Women-Owned Business Enterprises are in compliance with the provisions of Article 15-A of the Executive Law, Participation By Minority Group Members And Women With Respect To State Contracts. OGS declines to make the requested changes.
5	Attachment 1 - <i>Price Pages (Revised January 7, 2013)</i>	<i>Price Pages</i>	We have thousands of items on the current contract, where are those items entered or would they not be a part of this contract?	Pursuant to IFB Section 1.1 - <i>Overview and Scope</i> , Contractors are required to make available their full offerings that are within the scope of any Lot for which a bid is being submitted.
6	Attachment 1 - <i>Price Pages (Revised January 7, 2013)</i>	<i>Lot 4 - Janitorial Supplies</i>	Some of the descriptions of items on the core list are vague or have description terminology we're not use to using. How can we get better descriptions?	Pursuant to IFB Section 3.10 – <i>Bid Items and Specifications</i> – The items in the Market Baskets and Core List include specifications that represent the minimum requirements for a product. Items bid by a Bidder must meet the specifications listed. IFB Section 3.4 - <i>Bid Deviations</i> , sets forth the process by which Bidder can submit extraneous terms to explain any deviations or qualifications to the IFB.

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7	IFB Main Document	Section 1.6 - <i>Definitions</i>	De-icers is defined under Maintenance supplies Lot 1 yet we typically supply de-icers as part of Janitorial Supplies Lot 4. Will you need us to submit under both Lots?	All items shall be submitted in accordance with the lot structure in the IFB.
8	IFB Main Document	Section 2.1 - <i>Qualification of Bidder</i>	It says "upon request:" items 1-5 may have to be submitted. Later at the end of the Section it says "Failure... to meet any of the above qualifications... may result in a rejection of that Bidders bid". Does that mean those items are required upon submission or not?	As provided in IFB Section 2.1 - <i>Qualification of Bidder</i> , the items only must be submitted upon request by OGS; the items are not required to be submitted with the bid.
9	Attachment 2 - <i>General Questions (Revised January 16, 2013)</i>	General Questions	Our products are available through NYSID, New York State Industries for the Disabled. I would like to make sure that the products are included in this bid as they are not specifically mentioned. They would be under lot 1 and lot 4 as they are health and safety and maintenance and janitorial.	Pursuant to IFB Section 6.36 - <i>Preferred Source Products</i> , agencies are instructed to comply with State Finance Law 162 "to afford first priority to products/services available from Preferred Sources which meet an Authorized User's form, function, and utility."
10			Can you please provide me with the current and or most recent awarded vendor(s) and pricing for the items listed in this bid? How many delivery locations are there?	The link to the current contract for Industrial and Commercial Supplies and Equipment is: http://www.ogs.ny.gov/purchase/spg/awards/3900020304CAN.HTM The link provides the current Contractors and links to their pricing information. Delivery locations are Statewide. Pursuant to IFB Section 6.4 – <i>Delivery</i> , "receiving times and requirements shall vary with the receiving facility and should be verified at the time of purchase."
11			Our company sells a variety of portable testing instrumentation which measures the efficiency and balances ventilation (HVAC) systems, as well as environmental monitoring instruments that measure air quality to ensure worker and workplace safety. These instruments are typically used by facilities and maintenance staff on a regular basis. In addition, we also sell portable confined space (gas and VOC monitors). Would any of these products be relevant to this bid opportunity?	Please review Sub-Lot 3, Heating, Ventilation, Air Conditioning and Refrigeration, in Lot 1, Industrial Supplies.
12	IFB Main Document	Section 1.4.2 - IFB Inquiries	Exception: The IFB in its current form will significantly reduce the product diversity and choices available to contract eligible organizations by reducing the number of contractors to 1 or 2. In addition, the IFB with the current Lot 1 core list is heavily	OGS interprets the statement as requesting revisions to the proposed lot structure. OGS declines to make the requested change. Pursuant to the IFB the proper mechanism for submitting exceptions is set forth in IFB Section 3.4 -

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			<p>weighted to general MRO products and does not sufficiently address HVAC products. For companies such as ours that specialize in HVAC products, this places us at a disadvantage to the general MRO contractors.</p> <p>Based on our extensive experience on the existing contract and understanding the needs of; state agencies, SUNY campuses, public schools, municipalities and other state contract eligible entities relative to their HVAC needs; HVAC requirements are quite varied and diverse and a category for HVAC should be created for this IFB. Otherwise, in its current form this IFB is likely to result in an award to an MRO generalist with a more limited HVAC product line. This IFB does not address several HVAC equipment areas such as: hot water heaters, steam heating equipment & parts, hydronics (hot & chilled water circulators), pneumatic, electric & mechanical controls & actuators, boiler safety controls, indoor air quality and many other areas.</p>	<p><i>Bid Deviations.</i></p>
13	IFB Main Document	Section 1.4.2 - IFB Inquiries	<p>Exception: The IFB in its current form evaluates a vendor's complete product offering based on 54 "representative" items. As stated above, this IFB is heavily weighted to general MRO products and is limiting to more specialized and equally important suppliers. In addition, to evaluate a contractor's catalog of 15,000 or more items based on a sampling of 54 puts the specialized contractors at a disadvantage.</p>	<p>OGS interprets the statement as requesting revisions to the proposed method of award. OGS declines to make the requested change. Pursuant to the IFB the proper mechanism for submitting exceptions is set forth in IFB Section 3.4 - <i>Bid Deviations.</i></p>
14	IFB Main Document	Section 4 - <i>Method of Award</i>	<p>What is the expected time frame for evaluation & award for this bid?</p>	<p>OGS is not able to offer an expected timeframe for evaluation and award for this Contract.</p>
15	IFB Main Document	Page 1	<p>Will Small Businesses receive preferential consideration for this bid?</p>	<p>In the establishment of a centralized contract as provided for in this solicitation New York State law does not provide for the establishment of preferences for small businesses.</p>

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16	General Inquiry		Is the pricing we quote on the MRO bid locked in for 3 years? Will price adjustment provisions be accepted if cost should go up after bid is awarded to lowest bidder within the first 3 years? If so how should the price adjustments be submitted? Thank you	Pursuant to IFB Section 6.11 - <i>Contract Price List Updates</i> , for Lots 1, 2, and 3 “Contractor may annually request Contract Price List updates as set forth in IFB Section 6.11.3 - <i>Process</i> .” For Lot 4 the “Core List pricing cannot be increased for the life of the Contract, including any extensions”; for items not on the Core List “Contractor may annually request Contract Price List updates as set forth in IFB Section 6.11.3 - <i>Process</i> .”
17	IFB Main Document	Section 3.13 - <i>Format and Content of Bid Submittal</i>	How shall we format and attached GSA Contract?	The required format for this item has been revised. Please see IFB Section 3.13 - <i>Format and Content of Bid Submittal</i> .
18	General Inquiry	General Inquiry	Since Clasification 39 (Electric Lamps) is included in this IFB as well as currently under contract (Group 05400 - ELECTRIC LAMPS (Statewide) Classification Code(s): 39 Award Number : 20936 - E*, EE, ES), I was wondering what the future hold for this existing contract. This existing contract is due to expire in July of 2013. Are we to assume that when this new IFB is awarded, the State will terminated all the current existing contracts for classification 39 Electric lamps?	Any overlap between the contracts will be addressed in accordance with IFB Section 6.34 - <i>Overlapping Contract Items</i> .
19	IFB Main Document	Section 6.11.2 - <i>Contract Price List Updates - Lot 4</i>	In IFB Section 6.11.2 - <i>Lot 4</i> it states that Core List pricing cannot be increased for the life of the contract, including extensions. Over the course of the last several years, pricing on volatile items such as in Lot 4 Core List have both increased and decreased due to conditions that are occurring globally. Requesting a manufacturer to hold pricing firm for a fixed term longer than one year is extremely challenging. How does NYS OGS intend to address price increases from suppliers as global conditions change?	Pursuant to IFB Section 6.11.2 - <i>Lot 4</i> , “Core List pricing cannot be increased for the life of the Contract, including any extension.”
20	General Inquiry		Due to the upcoming holidays and all the efforts that MRO suppliers play in the Super Sandy Storm recovery efforts can NYS OGS extend the due date?	The bid opening date for this IFB has been postponed until February 5, 2013 at 11:00 AM ET. Please see IFB Section 1.3 - <i>Key Events/Dates</i> .

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21	General Inquiry		Would the OGS Consider participation in an existing cooperative purchasing contract (and the benefits therein) to meet the needs of the contract awards?	OGS declines to make the requested change.
22	General Inquiry		If we offer fixed rebates in lieu of fixed prices or fixed discounts, is that acceptable in a proposal response – product prices change regionally due to a variety of factors throughout the state? We do not have any fixed price contract - even with the federal government.	OGS declines to make the requested change.
23	General Inquiry		Otherwise would a ceiling price be an acceptable alternate for price information on the requested products?	OGS declines to make the requested change.
24	IFB Main Document	Section 6.3.3 - <i>Basic Warranty</i>	Are the specific requirements associated with Web-based ordering slightly negotiable - so as to maintain the quickest set-up for the State?	Please see IFB Section 3.4 - <i>Bid Deviations</i> .
25	IFB Main Document	Section 6.4 - <i>New York State Required Certifications</i>	Delivery charges vary for purchases based upon location and delivery distance. Is that acceptable if we provide a range of delivery charges throughout the state since we have about 100 locations? Our business model is a walk-in/out model where most purchases are taken with the buyer - delivery is an option that is not priced into the products.	OGS declines to make the requested change.
26	IFB Main Document	Section 6.16 - <i>Report of Contract Purchases</i>	Is there flexibility in the sales report format/content to be consistent with how the State would procure from us?	IFB Section 6.16 - <i>Report of Contract Purchases</i> sets forth the format for the Report of Contract Purchases and the minimum information required. The State reserves the right to request additional information. Please submit any deviations or exceptions in accordance with IFB Section 3.4 - <i>Bid Deviations</i> .
27	IFB Main Document	Section 6.22.2 - <i>Business Participation Opportunities for MWBEs</i>	Regarding good-faith efforts for MWBE participation, is a federally approved plan (updated annually) be acceptable for submittal along with a MWBE-100 highlighting a few MWBE businesses we work with in NY?	Yes, submission of such materials can be submitted in addition to/in support of the MWBE # 102 required by IFB Section 6.22.2 - <i>Business Participation Opportunities for MWBEs</i> , for consideration for compliance with 5 NYCRR 142.8..
28	IFB Main Document	Section 6.7.2 - <i>Receipts and Invoicing, Invoices</i>	Can we clarify that Purchase Orders for invoicing must be accompanied by a company account or a credit card so the transactions can be completed?	OGS declines to make the requested change. Pursuant to Section 6.41 – <i>New Accounts</i> , Contractor may ask State agencies and other Authorized Users to provide information in order to facilitate the opening of a customer account, including documentation of

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				eligibility (as per Section 6.29 - Non-State Agencies Participation in Centralized Contracts) to use New York State Contracts, agency code, name, address, and contact person. Authorized Users shall not be required to provide credit references.
29	Appendix B	Section 65(a)	Since this is a product procurement RFP only, financial impacts in the event of a cancelled order are not applicable – correct (ref: Appendix B, 65(a))?	Appendix B, Section 65(a) - <i>Cover/Substitute Performance</i> is applicable. Appendix B, Section 5 - <i>Definitions</i> , defines “Product” as “a deliverable under any Bid or Contract which may include commodities, services, and/or technology.”
30	Appendix B	Section 2(d)	Regarding product warranty, products are warranted by the manufacturer and we can provide specific on warranty information that may be slightly difference than Appendix B 72(d) – will that be considered?	Please submit any deviations or exceptions in accordance with Section 3.4 – <i>Bid Deviations</i> .
31	Appendix C		Regarding the EEO Staffing Plan request, can we just provide sample information from some of our locations in the state? Then upon award provide for all locations - timeliness for the RFP submittal to cover ~100 locations and 15000 employees is difficult	In accordance with IFB Section 6.22.3 - <i>Business Participation Opportunities for MWBEs</i> , Bidders are required to submit with the bid a staffing plan on Form EEO 100 of the anticipated workforce to be utilized on the State contract.
32	IFB Main Document	General Inquiry	Can I bid on just a few items within each Section? How do I know what quantities are needed? Can a small company with no history of supplying huge orders to the state apply? I know I can do it and will make the necessary arrangements however, it seems guidelines say you must prove you have done it before. Am I correct on this or not.?	Pursuant to IFB Section 3.9 – <i>Minimum Number of Bid Items</i> , a Bidder is required to bid on the minimum number of items in a Market Basket or the Core List for each Lot for which a bid is submitted. The specific number of items required to be bid for each Lot is identified in Attachment 1 - <i>Price Pages (Revised January 7, 2013)</i> . Failure to bid on the minimum number of items required for a Lot shall result in disqualification for the Lot. Pursuant to IFB Section 1.2 - <i>Estimated Quantities</i> , “the individual value of each new Contract is indeterminate and will depend upon actual demand of the Authorized Users and whether a contractor has Primary or Secondary status within a Lot. Each new Contract shall be for the quantities or dollars actually ordered during the Contract term.” Attachment 1 - <i>Price Pages (Revised January 7, 2013)</i> provides estimates of historical annual value of each Lot and

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				Sub-Lot from prior years. Bidders must meet the qualifications as stated in IFB Section 2.1 - <i>Qualifications of Bidder</i> .
33	IFB Main Document	Section 1.1 - <i>Overview and Scope</i>	If we are doing a Joint-Venture with a NY "Small Business" where do we provide that information? What information from the secondary company must we provide?	Information regarding joint ventures is gathered in Tab 2, Bidder Information, of Attachment 2 - <i>General Questions (Revised January 16, 2013)</i> .
34	Attachment 1 - <i>Price Pages (Revised January 7, 2013)</i>	Lot 2 Fasteners	Is there a country of origin USA requirement on fasteners? On Grade 8 fasteners?	No.
35	Attachment 1 - <i>Price Pages (Revised January 7, 2013)</i>	Lot 2 Fasteners	If domestic fasteners are quoted, will NY take country of origin USA into consideration regarding a potentially higher unit price?	No.
36	IFB Main Document	Page 2	Can you please provide an example of how to fill out the top portion of the Individual, Corporation, Partnership, or LLC Acknowledgement?	An example will not be provided. Please provide the requested information to the extent it applies to the entity submitting the bid.
37	IFB Main Document	Page 2	If bidding as Joint-Venture, must Primary and Secondary vendors both complete the Individual, Corporation, Partnership, or LLC Acknowledgement? Including notarization?	Only the Primary Vendor of the Joint Venture must complete the form. See IFB Section 1.1 - <i>Overview and Scope</i>
38	IFB Main Document	Section 1.1 Page 7	Is it the preference of NY to award one Vendor all 4 lots if they are able to provide product and pricing on all four? Or will each lot truly be awarded independently of each other?	Pursuant to IFB Section 4.1 - <i>Method of Award</i> , the State intends to award two Contracts per Lot, one award each to a Primary and a Secondary Contractor. The awards shall be based on lowest price.
39	IFB Main Document	Section 6.3.2 Ordering	Will this contract require a Sales Representative to physically service (assisting in placing orders, putting stock away, vendor-managed inventory) the NY buying locations? Or is it the intent that all purchasing will be done electronically?	This contract does not require a Sales Representative to physically service the NY buying locations. In accordance with IFB Section 6.4 – <i>Delivery</i> , Authorized Users may elect to pick the item up from a Contractor or Reseller's location.
40	Attachment 1 - <i>Price Pages (Revised January 7, 2013)</i>	Price Pages	In filling out the Market Basket, if an item is not an EXACT match to the description, (ie, wooden handle vs fiberglass handle), can we bid on the item with the substitution and how can we note that we are bidding on the substitution.	Pursuant to IFB Section 3.10 - <i>Bid Items and Specifications</i> , the items in the Market Baskets and Core List include specifications that represent the minimum requirements for a product. Items bid by a Bidder must meet the specifications listed. Bids that

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				<p>provide substitutions and/or alternatives to any element of the minimum requirements listed in the specification will be considered a No-bid. Pursuant to IFB Section 3.11 - <i>No-Bids and Replacement Bids</i>, after it is determined that a bid contains the minimum number of required items for the Lot pursuant to Section 3.9 - <i>Minimum Number of Bid Items</i>, any items determined to be No-Bids, as defined in Section 1.6 - <i>Definitions</i>, shall be priced with a Replacement Bid, as defined in Section 1.6 - <i>Definitions</i>. Replacement Bids are included only for the purpose of evaluating comparable bids. Items that are No-Bids will not be included in the resulting Contract.</p>
41	Attachment 1 - <i>Price Pages (Revised January 7, 2013)</i>	Price Pages	If we do not have an exact match for item required in a Market Basket, can we leave one item blank?	<p>Yes. Pursuant to IFB Section 3.10 - <i>Bid Items and Specifications</i>, items bid by a Bidder must meet the minimum specifications listed. Pursuant to IFB Section 3.9 - <i>Minimum Number of Bid Items</i>, A Bidder is required to bid on the minimum number of items in a Market Basket or the Core List for each Lot for which a bid is submitted. The specific number of items required to be bid for each Lot is identified in <i>Attachment 1 - Price Pages (Revised January 7, 2013)</i>. Failure to bid on the minimum number of items required for a Lot shall result in disqualification for the Lot. Pursuant to IFB Section 3.11 – <i>No-Bids and Replacement Bids</i>, after it is determined that a bid contains the minimum number of required items for the Lot pursuant to Section 3.9 - <i>Minimum Number of Bid Items</i>, any items determined to be No-Bids, as defined in Section 1.6 - <i>Definitions</i>, shall be priced with a Replacement Bid, as defined in Section 1.6 - <i>Definitions</i>. Replacement Bids are included only for the purpose of evaluating comparable bids. Items that are No-Bids will not be included in the resulting Contract.</p>

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42	Attachment 1 - <i>Price Pages (Revised January 7, 2013)</i>	Tab 3-Lot 1-Item # 24, Hex Die 1/4-11 UNC	This item does not exist as a standard UNC Hex Die. 1/4-20 is the UNC specification for this item. How should we bid this item to meet minimum specifications?	The specification for this item has been revised. Please see Attachment 1 - <i>Price Pages (Revised January 7, 2013)</i> . Any Bid that fails to submit Attachment 1 - <i>Price Pages (Revised January 7, 2013)</i> will be deemed non-responsive and result in a disqualification of the bid.
43	Attachment 1 - <i>Price Pages (Revised January 7, 2013)</i>	General inquiry for Lot 1, 2, and 3	Does the discount % given for each sub-lot apply only to market basket items within that sub-lot or does it apply to all similar items in the commercial price list provided by the supplier? If yes to all items in the commercial price list how will the list of similar items be determined?	The IFB has been revised. Pursuant to Section 3.8.1 - <i>Lots 1, 2 and 3</i> , a Bidder is required to provide a List Price (per specified unit of measure) for each item in the Market Baskets. For Lots 1 and 3, a Bidder is required to bid a single Discount percentage for each Sub-Lot. However, the Discount percentage may be different for each Sub-Lot. Failure to bid a Discount percentage on all Sub-Lots in a Lot shall result in a disqualification of the Bid for that Lot. For Lot 2, a Bidder is required to bid a single Discount percentage for the entire Lot. Pursuant to Section 1.1 – <i>Overview and Scope</i> , “Contractors are required to make available their full offerings that are within the scope of any Lot for which a bid is being submitted.” Pursuant to Section 6.8 – <i>Contract Pricelist</i> , “Discounts in the Contract Price List must be applied according to the definitions of each Lot and Sub-Lot in Section 1.1 - <i>Overview and Scope</i> .” Pursuant to Section 3.16 – <i>Dispute Resolution Policy</i> , “In the event OGS disputes Contractor’s designation of a product in a Sub-Lot or Lot Contractor shall not be able to sell the product until the resolution of the dispute.”
44	IFB Main Document	Section 4	Other than information provided in IFB Section 4, what criteria or elements of the IFB submittal will have a bearing on the award decision?	Pursuant to IFB Section 3.5 - <i>Responsiveness</i> , to be responsive a Bidder must submit a complete proposal. A responsive bid includes, among, other things, those items identified in IFB Section 3.13 - <i>Format and Content of Bid Submittal</i> , and the items in IFB Section 2.1 - <i>Qualification of Bidder</i> , if requested by OGS.

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				Please review the IFB in its entirety.
45	Attachment 1 - Price Pages (Revised January 7, 2013)	All Lots-Unit of Measure	In many cases the standard Unit of Measure is different than what you have in the "given information". Example: Lot 2 Item # 5 Drop-In Anchor. Standard Packaging for this item is 50 pc per box. You request a package of 500. If we bid item based on packaging of 50 will the item be considered a "no bid" item?	The specification for the item in this example has been revised. Please see Attachment 1 - Price Pages (Revised January 7, 2013). Any Bid that fails to submit Attachment 1 - Price Pages (Revised January 7, 2013) will be deemed non-responsive and result in a disqualification of the bid.
46	IFB Main Document	Section 6.2 - Procurement Instructions	How does the State of NY plan to manage the award and fulfillment process with only 4 Primary Suppliers vs. the 18 Suppliers who currently participate in the current NYS program?	The State does not anticipate the transition to be resource intensive because historic contract usage shows that not all 18 suppliers have been extensively used on a regular basis.
47	IFB Main Document	MWBE-100	Will a bidders MWBE Utilization Plan weigh into the decision making process of the four primary awards?	Pursuant to IFB Section 3.5 - Responsiveness, Bidder is required to "submit a complete proposal that satisfies and addresses all requirements stated in the IFB", which includes compliance with IFB Section 6.22 - Contractor Requirements and Procedures for Business Participation Opportunities for New York State Certified MWBEs and Equal Employment Opportunities for Minority Group Members and Women.
48	Attachment 1 - Price Pages (Revised January 7, 2013)	Lot 4 Price List	Line items 1-5 don't state 1" or 5" band for the mopheads. Is it entirely up to the bidder?	The specifications for line items 1, 2, 3, and 5 have been revised. Please see Attachment 1 - Price Pages (Revised January 7, 2013). Any Bid that fails to submit Attachment 1 - Price Pages (Revised January 7, 2013) will be deemed non-responsive and result in a disqualification of the bid.
49	Attachment 1 - Price Pages (Revised January 7, 2013)	Lot 4 Price List	Line items 7 & 8 don't state color, hi or low density, nor Micron or Mil requirements. What are the required specs besides the bag dimensions?	The specifications for line items 7 and 8 have been revised. Please see Attachment 1 - Price Pages (Revised January 7, 2013). Any Bid that fails to submit Attachment 1 - Price Pages (Revised January 7, 2013) will be deemed non-responsive and result in a disqualification of the bid.
50	Attachment 1 - Price Pages	Lot 4 Price List	Is line item 15 a vending product?	This item may be distributed by Authorized Users using a vending machine.

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51	Attachment 1 - <i>Price Pages (Revised January 7, 2013)</i>	Lot 4 Price List	Line items 61-66 do not state a color, or purpose for the pads. While size helps there are many options at each particular size. I.e., Buffing, Stripping, Burnishing, Gorilla Pad, etc. What are the color and type of pads required? Or are you looking for generalized pricing based on pad size?	The specification for this item has been revised. Please see Attachment 1 - <i>Price Pages (Revised January 7, 2013)</i> . Any Bid that fails to submit Attachment 1 - <i>Price Pages (Revised January 7, 2013)</i> will be deemed non-responsive and result in a disqualification of the bid.
52	IFB Main Document	Pricing	Pricing of lot 4 is to be locked in for the duration of the contract period. So there will be no escalation of price for the core items. Correct?	Yes, pursuant to IFB Section 6.11.2 - <i>Contract Pricelist Updates Lot 4</i> , the pricing of the Core List in Lot 4 shall not increase during the life of the contract, or any extensions.
53	IFB Main Document	Section 6.3.3	Is the request for web based access to reports or merely reporting on web sales that can be pushed/pulled?	The reporting required in IFB Section 6.3.3 - <i>Web-Based Ordering</i> , is on sales made through the Web-Based ordering system and must include the elements set forth in IFB Section 6.3.3 - <i>Web-Based Ordering</i> .
54	Attachment 1 - <i>Price Pages (Revised January 7, 2013)</i>	Lot 4 Price List	Lot 4 requires the core list pricing to be held constant for the life of the contract, this could potentially lead to higher pricing as bidders try to account for the potential fluctuations in the market inevitably raising State procurement costs, would the State be willing to take annual price increases on this core list to get more competitive quotes?	OGS declines to make the requested change.
55	Attachment 1 - <i>Price Pages (Revised January 7, 2013)</i>	Instructions	Can we bid at NYS unit of measure but fulfill and invoice at our unit of measure? – for example, the bid asks for a “1 filter” price, our filters are sold in packs	IFB Section 3.4 - <i>Bid Deviations</i> sets forth the process by which Bidder can submit extraneous terms to explain any deviations or qualifications to the IFB. If you bid on an item that fails to meet the minimum specifications indicated in the bid, that item will be considered a "no bid" item. See IFB Section 3.10 - <i>Bid Items and Specifications</i>
56	IFB Main Document	Section 6.22 - <i>Business Participation Opportunities for MWBEs</i>	a. If a bidder is supplying product only and there are no subcontractors that will provide services, is the bidder required to submit a Utilization Plan?	Yes, pursuant to <i>IFB Section 6.22.2 - Business Participation Opportunities for MWBEs</i> , each Bidder must submit a Utilization Plan.

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57	IFB Main Document	Section 6.22 - <i>Business Participation Opportunities for MWBEs</i>	b. If a bidder has no employees or subcontractors in New York, is the bidder required to submit Appendix C "Equal Employment Opportunity Employment Plan"?	Pursuant to IFB Section 6.22.3 - <i>Equal Employment Opportunity Requirements Bidder</i> "agrees, where applicable, to submit with the bid a staffing plan on Form EEO 100.
58	IFB Main Document	Section 6.22 - <i>Business Participation Opportunities for MWBEs</i>	c. If a bidder sells product only, has no employees, no subcontractors, or suppliers in New York, will it be granted a waiver allowed by IFB Section 6.22?	Pursuant to Title 5 New York Code of Rules and Regulations Part 142, a waiver may only be granted upon the submission of a waiver form by a contractor, documenting good faith efforts as defined therein.
59	Attachment 1 - <i>Price Pages (Revised January 7, 2013)</i>	Commercial Price List	Not all manufacturers publish a commercial price list. Often we receive list price on our computer data from the original product manufacturer. Would a printed Excel sheet from our computer system providing list price be sufficient? If yes, would we leave the page number field blank?	A printed pricelist is not sufficient. Pursuant to IFB Section 3.12 - <i>Price Lists Submitted with Bid</i> , Bidder "is required to submit an electronic copy of its Commercial Price List, as defined in IFB Section 1.6 - <i>Definitions</i> , with its bid in Microsoft Excel or Access."
60	Attachment 1 - <i>Price Pages (Revised January 7, 2013)</i>	Price Pages	Would you provide more specific part number and/or manufacturer information?	Pursuant to IFB Section 3.10 - <i>Bid Items and Specifications</i> , the "specifications represent the minimum requirements for a product" and "items bid by a Bidder must meet the specifications listed."
61	Attachment 1 - <i>Price Pages (Revised January 7, 2013)</i>	Price Pages	Since the price is the determining factor, how will product quality be taken into consideration? How will you determine if the products quoted are "apples to apples" in brand quality?	Pursuant to IFB Section 4.1 - <i>Method of Award</i> , "awards under this IFB shall be made based on the lowest price as specified in IFB Section 4.5 - <i>Evaluation Process</i> ." Pursuant to IFB Section 3.10 - <i>Bid Items and Specifications</i> , the "specifications represent the minimum requirements for a product" and "items bid by a Bidder must meet the specifications listed."
62	IFB Main Document	Section 3.13 - <i>Format and Content of Bid Submittal</i>	Just to clarify, you do not want the Excel spreadsheets printed for the binders?	Yes. IFB Section 3.13 - <i>Format and Content of Bid Submittal</i> , completed Attachment 1 - <i>Price Pages (Revised January 7, 2013)</i> , is only required to be submitted electronically.
63	IFB Main Document	Section 3.13 - <i>Format and Content of Bid Submittal</i>	Do you want the tabs for the binders labeled in any specific format?	See IFB Section 3.13 - <i>Format and Content of Bid Submittal</i>

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64	Attachment 1 - Price Pages (Revised January 7, 2013)	Lot 4	Items 12-14, Bleached or Kraft?	Pursuant to IFB Section 3.10 - <i>Bid Items and Specifications</i> , the “specifications represent the minimum requirements for a product” and “items bid by a Bidder must meet the specifications listed.”
65	Attachment 1 - Price Pages (Revised January 7, 2013)	Lot 4	Item 40, unit of measure EACH or PACK?	The unit of measure is “1 Wastebasket”.
66	Attachment 1 - Price Pages (Revised January 7, 2013)	Lot 4	Item 41, EACH or PACK? Need Diameter.	The unit of measure is “Pack”. Pursuant to IFB Section 3.10 - <i>Bid Items and Specifications</i> , the “specifications represent the minimum requirements for a product” and “items bid by a Bidder must meet the specifications listed.” OGS declines to make the requested addition of diameter to the specification.
67	Attachment 1 - Price Pages (Revised January 7, 2013)	Lot 4	Items 61-66, Need color.	The specifications for line items 62, 63, and 66 have been revised. Please See Attachment 1 - <i>Price Pages (Revised January 7, 2013)</i> . Any bid that fails to submit Attachment 1 - <i>Price Pages (Revised January 7, 2013)</i> will be deemed non-responsive and result in disqualification of the bid.
68	Appendix B	IFB Section 24(f) - Best Pricing Offer	Does the State agree that the Best Pricing clause is intended to establish the best discounts to the State of New York under the contract and that there may be retail situations where deviations occur such as on-time good will, damaged goods, clearance items, or other retail sale deviations where the sale of a same or small quantity is sold at a lower price for the same of similar item may occur that would not trigger the price reduction provision of the clause?	Please see Appendix B, Section 24(f)(iii) and (iv) for the State’s position regarding special offers and promotional pricing.
69	Attachment 1 - Price Pages (Revised January 7, 2013)	Lot 2	Would the State of New York consider creating Sub-Lots in the Fastener Section to allow for multiple discounts as it does in the Industrial and Electrical Lot?	OGS declines to make the requested change.
70	IFB Main	Section 3.12	Does the State want the Commercial Price Lists submitted with	The Commercial Price List required in IFB Section

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No.	IFB Document Name	Document IFB Section	Inquiries	Response
	Document	- <i>Price Lists Submitted with Bid</i>	the bid to reflect only the items that the Supplier is bidding on or all items in the suppliers offering?	3.12 - <i>Price Lists Submitted with Bid</i> , shall comply with the definition of Commercial Price List in IFB Section 1.6 – <i>Definitions</i> , a set of prices from which a Bidder offers items for sale that is comprehensive, regularly maintained, and contains non-discounted and non-NYS specific prices. In the event a published set of prices does not exist, Bidder certifies by submission of the Bid that the submitted set of prices meets all other requirements set forth herein. See also “List Price.”
71	IFB Main Document		There has been some confusion on the Invitation for Bids as to why your company is quoting a Canadian standard for environmentally friendly products (Ecologo) when the state standard is Green Seal. Is the Green Seal certification, that we have on our website (http://wowbrandproducts.com/) sufficient or is there another standard by which we need to certify ourselves. If you could respond to this query as soon as possible it would be greatly appreciated.	Information regarding EO4, the State Green Procurement and Agency Sustainability Program, and the current EO4 Specifications can be found at: http://www.ogs.ny.gov/EO/4/Default.asp . The current EO4 Specifications for Industrial/Institutional Cleaning Products require that each product meet one of three criteria: 1) Green Seal, Inc. certification under revised GS-37; 2) EcoLogo certification; or 3) Self-Attestation is offered for companies that do not have Green Seal or EcoLogo certification for a specific product in the cleaning categories mentioned above, but can prove they meet one of these standards. In such cases, manufacturers must: Complete and sign and send an affidavit to: New York State Office of General Services, Attn: Environmental Services Unit, Corning Tower, 39th Floor, Empire State Plaza, Albany, NY 12242. This affidavit shall attest that the manufacturer’s product meets or exceeds the existing Green Seal/Eco Logo criteria, and the manufacturer has the necessary data to support this claim. A sample affidavit may be found at: https://greencleaning.ny.gov/PublicCommentDocs/AppendixI_092409.pdf .

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No.	IFB Document Name	Document IFB Section	Inquiries	Response
72	Attachment 1 - Price Pages (Revised January 7, 2013)	Price Pages	What to do if industry does not normally provide price list for product type?	Pursuant to IFB Section 3.12 - <i>Price Lists Submitted with Bid</i> , Bidder "is required to submit an electronic copy of its Commercial Price List, as defined in IFB Section 1.6 - <i>Definitions</i> , with its bid in Microsoft Excel or Access."
73	Attachment 2 - General Questions (Revised January 16, 2013)	General Questions	Are we able to submit additional products in our submittal or only those listed?	Evaluation is limited to the items in the Market Basket and Core List. Pursuant to Section 1.1 – <i>Overview and Scope</i> , Contractors are required to make available their full offerings that are within the scope of any Lot for which a bid is being submitted. Pursuant to IFB Section 3.10 - <i>Bid Items and Specifications</i> , items bid by a Bidder must meet the specifications listed.
74	Attachment 1 - Price Pages (Revised January 7, 2013)	All	Please provide manufacturer part numbers for all items.	OGS declines to make the requested change. Pursuant to IFB Section 3.10 - <i>Bid Items and Specifications</i> , items bid by a Bidder must meet the specifications listed.
75	Attachment 1 - Price Pages (Revised January 7, 2013)	Lot 1, item 3	Take exception. This item is available on the office supplies contract group 23000.	Any overlap between the contracts will be addressed in accordance with IFB Section 6.34 - <i>Overlapping Contract Items</i> .
76	Attachment 1 - Price Pages (Revised January 7, 2013)	Lot 1, item 3	If this item is not removed, will 2 rolls of at least 50m each (100m total) be acceptable?	Bid must contain items as set forth in Attachment 1 - <i>Price Pages (Revised January 7, 2013)</i> . Any item that fails to meet the minimum specifications will be considered a No-Bid under IFB Section 3.11, No-Bids and Replacement Bids. IFB Section 3.4 - <i>Bid Deviations</i> , sets forth the process by which Bidder can submit extraneous terms to explain any deviations or qualifications to the IFB.
77	Attachment 1 - Price Pages (Revised January 7, 2013)	Lot 1, item 8	Are any tools or attachments required?	No.

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No.	IFB Document Name	Document IFB Section	Inquiries	Response
78	Attachment 1 - <i>Price Pages</i> (Revised January 7, 2013)	Lot 1, item 10	Does the 9/16" bolt requirement indicate that the wrench must come with a 9/16" socket?	No.
79	Attachment 1 - <i>Price Pages</i> (Revised January 7, 2013)	Lot 1, item 10	What does the "no less than 50-550" refer to? Is this a torque requirement?	The specification for this item has been revised. Please see Attachment 1 - <i>Price Pages</i> (Revised January 7, 2013). Any Bid that fails to submit Attachment 1 - <i>Price Pages</i> (Revised January 7, 2013) will be deemed non-responsive and result in a disqualification of the bid.
80	Attachment 1 - <i>Price Pages</i> (Revised January 7, 2013)	Lot 1, item 13	What is the voltage requirement for this fan?	The specification for this item has been revised. Please see Attachment 1 - <i>Price Pages</i> (Revised January 7, 2013). Any Bid that fails to submit Attachment 1 - <i>Price Pages</i> (Revised January 7, 2013) will be deemed non-responsive and result in a disqualification of the bid.
81	Attachment 1 - <i>Price Pages</i> (Revised January 7, 2013)	Lot 1, item 13	Would a fan that meets the requirements and is an oscillating type be disqualified?	A circulating fan that was an oscillating fan would not meet the specification which requires a non-oscillating fan.
82	Attachment 1 - <i>Price Pages</i> (Revised January 7, 2013)	Lot 1, item 22	Is this a metric or SAE tap & die set?	The specification for this item has been revised. Please see Attachment 1 - <i>Price Pages</i> (Revised January 7, 2013). Any Bid that fails to submit Attachment 1 - <i>Price Pages</i> (Revised January 7, 2013) will be deemed non-responsive and result in a disqualification of the bid.
83	Attachment 1 - <i>Price Pages</i> (Revised January 7, 2013)	Lot 1, item 22	Of the 40 pieces how many must be the actual taps and/or dies?	The specification for this item has been revised. Please see Attachment 1 - <i>Price Pages</i> (Revised January 7, 2013).
84	Attachment 1 - <i>Price Pages</i> (Revised January 7,	Lot 1, item 22	What are the size requirements for the taps and dies?	The exact sizes are not being specified.

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No.	IFB Document Name	Document IFB Section	Inquiries	Response
	2013)			
85	Attachment 1 - Price Pages (Revised January 7, 2013)	Lot 1, item 27	Take exception. Request this specification be changed to a range, i.e. 60-66 gallons.	The specification for this item has been revised. Please see Attachment 1 - Price Pages (Revised January 7, 2013). Any bid that fails to submit Attachment 1 - Price Pages (Revised January 7, 2013) will be deemed non-responsive and result in a disqualification of the bid.
86	Attachment 1 - Price Pages (Revised January 7, 2013)	Lot 1, item 34	What is the voltage requirement for this motor?	The specification for this item has been revised. Please see Attachment 1 - Price Pages (Revised January 7, 2013). Any bid that fails to submit Attachment 1 - Price Pages (Revised January 7, 2013) will be deemed non-responsive and result in a disqualification of the bid.
87	Attachment 1 - Price Pages (Revised January 7, 2013)	Lot 1, item 34	What is the enclosure type for this motor? ODP or TEFC?	The specification for this item has been revised. Please see Attachment 1 - Price Pages (Revised January 7, 2013). Any bid that fails to submit Attachment 1 - Price Pages (Revised January 7, 2013) will be deemed non-responsive and result in a disqualification of the bid.
88	Attachment 1 - Price Pages (Revised January 7, 2013)	Lot 1, item 39	What is the construction requirement for this faucet? Brass? Chrome over brass? Plastic chrome finish over brass?	The specification for this item has been revised. Please see Attachment 1 - Price Pages (Revised January 7, 2013). Any bid that fails to submit Attachment 1 - Price Pages (Revised January 7, 2013) will be deemed non-responsive and result in a disqualification of the bid.
89	General Inquiry		Could you please let me know if we can bid just in our service area of NY or do we have to service the entire state of NY?	Pursuant to IFB Section 1.1 - Overview and Scope, the resulting contracts will be statewide.