

New York State Office of General Services  
New York State Procurement  
Corning Tower Building  
Empire State Plaza  
Albany, New York 12242  
<http://www.ogs.ny.gov>

## PURCHASING MEMORANDUM

### BID SOLICITATION UPDATE #1

**IFB NUMBER:** 22759

**DATE:** November 26, 2013

**GROUP:** 40451 –Light Duty Vehicles Including  
Law Enforcement (Model Year 2014  
or Current Model Year)

**PLEASE ADDRESS INQUIRIES TO  
DESIGNATED CONTACTS:**  
Wendy Reitzel  
Colleen Glynn-Piscitella  
[SST\\_auto@ogs.ny.gov](mailto:SST_auto@ogs.ny.gov)

**BID OPENING:** December 5, 2013 – 11:00 AM ET

**SUBJECT:** Response to Bidder Inquiries

**TO PROSPECTIVE BIDDERS:**

The Office of General Services, New York State Procurement, has given careful consideration to the inquiries received in regards to Invitation for Bids #22759, Light Duty Vehicles including Law Enforcement (Model Year 2014 or Current Model Year), during the inquiry period that ended on November 22, 2013 at 5:00 PM ET. Responses to all inquiries can be found on the following pages.

All other terms and conditions of the IFB remain the same.

## Inquiry Responses - IFB # 22759

#	IFB Document Name	Document Section (Name or number)	Bidder Question	OGS Response
1	General	General	Will awards for IFB 22737 be given prior to the opening of IFB 22759?	OGS does not anticipate that final awards will be made and posted on the OGS website for IFB 22737 before the bid opening date for IFB 22759 (December 5, 2013). Please monitor the OGS website for posting of award information for IFB 22737,
2	IFB Main Document	I.7 <i>Financial Stability</i>	What type of reports on financial stability from independent financial rating service can be requested?	In order to verify financial stability under IFB Section I.7, <i>Financial Stability</i> , OGS may request a Dun & Bradstreet Business Information Report, Gartner report, International Data Corporation (IDC) report, Gartner report, International Data Corporation (IDC) report, or other equivalent evidence from a Bidder.
3	IFB Main Document	II.13 <i>Contract Payments</i>	When are the Contract Payments made? We don't see terms.	The terms for contract payments are set forth in Section II.4, <i>Appendix B Modifications</i> , paragraph E, §62, <i>Contract Billings and Payments</i> , and Appendix B, §64, <i>Interest on Late Payments</i> ,
4	IFB Main Document	III.4 <i>DMV Inspection</i>	In addition to the NYS inspection, are MV-82 (Title Applications) required for each vehicle?	No, MV-82 (Title Applications) are not required for each vehicle. Pursuant to IFB Section II.12, <i>Purchase Orders and Invoicing</i> , “[a]ll matters pertaining to registration and licensing of a vehicle are the responsibility of the ordering Authorized User.” Additionally, pursuant to IFB Section III.10.2 <i>Unit Price for NYS Police Specified Items</i> , “All matters pertaining to registration and licensing are the responsibility of the New York State Police, not the Contractor. Pricing for NYS Police Specified Items shall not include any charge for new vehicle servicing preparation, registration, or licensing.”
5	IFB Main Document	III.8 <i>Trim Levels</i>	For Toyota, Floor mats come with every vehicle, however they are listed as an option. This bid is for vehicles without extra options. Is this going to be an issue with pricing?	Unless otherwise specified, (see NYS Police Specified Items), in Attachment 1, <i>Price Pages</i> , Base Specifications for each Item may be met with either standard vehicle features or Optional equipment. Additional Options for each Item may be provided under the resultant Contract in accordance with IFB Section III.7 <i>Options</i> . Also, pursuant to IFB Section III.2 <i>Equipment to be Furnished with an Item</i> , “All standard equipment which is provided by the OEM with an Item shall be furnished unless such equipment is expressly deleted by OGS or is specified to be other than standard.”

6	IFB Main Document	III.10.1 <i>Unit Price</i>	According to the bid document Delivery shall be FOB Destination. Does this then imply that the discount from MSRP, including Destination must factor in the probable cost of delivery as a function of the Dealers discount from MSRP?	As stated in Section III.10.1 <i>Unit Price</i> , and 10.2, <i>Unit Price for NYS Police Specified Items</i> , delivery shall be FOB destination (the Contractor will incur the delivery expense to deliver a vehicle to the destination). The Vehicle MSRP of the Item bid that is listed on the Dealer Invoice and entered on Attachment 1 – <i>Price Pages</i> , is the total MSRP of the vehicle bid, including Options and other applicable OEM fees (e.g. destination fees). See also Section I.8 <i>Definitions</i> , “Dealer Invoice.”  Because the starting Vehicle MSRP includes only OEM fees, any dealer costs must be factored into the Dealer Discount offered by the Bidder.
7	IFB Main Document	III.11.4 <i>Shipping Dates and Delivery Time</i>	When are the delivery expectations? Are there specific deadlines? Are there exceptions based on vehicle availability from the Manufacturer?	Delivery shall be made in accordance with IFB Section III.11 <i>Delivery</i> , which provides as follows:  “Delivery shall be expressed in number of calendar days required to make delivery after receipt of a Purchase Order (After Receipt of Order (“ARO”)). Product is required as soon as possible. Additionally, pursuant to Appendix B, §47, Shipping/Receipt of Product, freight terms are FOB Destination.  Delivery shall be made in accordance with instructions on Purchase Order from each Authorized User. If there is a discrepancy between the Purchase Order and what is listed on the Contract, it is the Contractor’s obligation to seek clarification from the ordering Authorized User and, if applicable, from OGS NYSPPro. For NYS Police Specified Items, the Contractor shall make prior arrangements with the State Police before any deliveries are made.”
8	Attachment 1 – <i>Price Pages</i>	Lot I, Item 6 <i>Sedan, Compact; FWD, Plug-in Hybrid</i>	Can you please advise if there are any problems with the initial GM dealer Volt bid submissions? Is there any issues that Bidders need to address?	Prior solicitations are not relevant to IFB 22759. Please bid in accordance with the specifications for Lot I, Item 6 (Sedan, Compact; FWD, Plug-in Hybrid).
9	Attachment 1 – <i>Price Pages</i>	Lot I, Item 7 <i>Sedan, Mid-Size; FWD, Plug-in Hybrid</i>	Since the formulation of the IFB, Honda has released a 2014 Accord hybrid (non-plug-in) with a MSRP of \$29,945.00 as opposed to the MSRP of the plug-in of \$40,570.00	OGS declines to change the Base Specifications for Lot I, Item 7 (Sedan, Mid-Size; FWD, Plug-in Hybrid) to allow for a non-plug-in hybrid.  Please refer to Lot I, Item 5 (Sedan, Compact; FWD, Hybrid), for the non-plug-in hybrid included in IFB 22759. For Lot I Items, a Bidder may bid any vehicle make/model that meets the minimum Base Specifications.
10	Attachment 1 – <i>Price Pages</i>	Lot II, Item 1 <i>2014 Dodge Charger (LDEE48) 4dr AWD Sedan Police</i>	Please be advised the AWD Police Charger (LDEE48) is only available with the V8 engine, not the V6.	The Base Specification for Lot II, Item 1, states “Minimum 3.6L, 6 Cylinder.” An 8 Cylinder engine exceeds the minimum and therefore will still meet the Base Specifications for the Item.