



# Bid Solicitation Update #2

## Subject: Price Explanation

DATE: December 29, 2015

BID: 22984      BID OPENING DATE | TIME: January 5, 2016      | 11:00      A.M. ET

GROUP | TITLE: Group 21510, Outdoor and Site Furniture Including Picnic Tables (Statewide)

### OGS DESIGNATED CONTACTS:

Kathleen Danaher	CMS 1	518-474-8484	Kathleen.Danaher@ogs.ny.gov
Todd Gardner	CMS 3	518-474-3540	todd.gardner@ogs.ny.gov

### TO PROSPECTIVE BIDDERS:

The purpose of this memo is to provide further instruction to Bidders on providing a brief explanation to the State for any item submitted where Bidder's price is not lower than or equal to comparable government entity; an explanation must be provided for each item offered. Bidder may submit a separate sheet labeled "Bidder Description for Pricing Explanation". Please see **6.4 Price** in the Solicitation. Please note there are no changes to the Solicitation or Attachments.

Bid documents can be obtained by visiting the Procurement Services Bid Calendar:  
<http://www.ogs.ny.gov/purchase/biddocument/22984Bid.asp>

### BIDDER ACKNOWLEDGEMENT:

All Bidders must acknowledge receipt and agreement to this solicitation amendment by submitting a paper version of this document, completed and with original ink signature, to OGS in accordance with the instructions listed in Section 4.8 *Format and Content of Bid Submittal*.

By signing below you certify your express authority to sign on behalf of yourself, your company, or other entity and full knowledge and acceptance of this solicitation amendment, and that all information provided is complete, true and accurate.

Legal Business Name of Company Bidding:	
D/B/A - Doing Business As (if applicable):	
Bidder's Signature:	Printed or Typed Name:
Title:	Date:



# Bid Solicitation Update #1

## Subject: **RESPONSES TO BIDDER INQUIRIES SOLICITATION REVISIONS**

**DATE:** December 22, 2015

**BID:** 22984                      **BID OPENING DATE | TIME:** January 5, 2016, | 11:00 A.M. ET

**GROUP | TITLE:** Group 21510, Outdoor and Site Furniture Including Picnic Tables (Statewide)

**OGS DESIGNATED CONTACTS:**

Kathleen Danaher	CMS 1	518-474-8484	Kathleen.Danaher@ogs.ny.gov
Todd Gardner	CMS 3	518-474-3540	todd.gardner@ogs.ny.gov

The Office of General Services (OGS), Procurement Services (PS) has given careful consideration to the inquiries received in regards to Group 21510, Award 22984 – Outdoor and Site Furniture Including Picnic Tables (Statewide) during the inquiry period that ended close of business, December 15, 2015.

Answers to all inquiries can be obtained by visiting the Procurement Services Bid Calendar:  
<http://www.ogs.ny.gov/purchase/biddocument/22984Bid.asp>

In addition to publishing responses to the inquiries, OGS has made revisions to the Solicitation and Attachment 1 'Pricing', which are being released simultaneously with the responses to the inquiries. A summary of the revisions is set forth below, and is provided as a convenience. Bids submitted will be evaluated based on the revised Solicitation documents.

Please note that on the Procurement Services Bid Calendar Attachment 10 was mislabeled as the 'Report of Contract Sales' and has now been correctly labeled as the "Attestation" form which must be completed and returned with a Bidder's bid.

### REVISIONS TO SOLICITATION (REVISED 12-22-15)

Primary Contact is Kathleen Danaher, Telephone (518) 474-8484 and Email: Kathleen.Danaher@ogs.ny.gov

Secondary Contact is Todd Gardner, Telephone (518) 474-3540 and Email: Todd.Gardner@ogs.ny.gov

Please note, page numbers have changed.

Table of Contents: The following sections have been renumbered in the Table of Contents:

Section 6.23 CONTRACTOR REQUIREMENTS AND PROCEDURES FOR EQUAL EMPLOYMENT AND BUSINESS PARTICIPATION OPPORTUNITIES FOR MINORITY GROUP MEMBERS AND NEW YORK CERTIFIED MINORITY-AND-WOMEN-OWNED BUSINESS ENTERPRISES.

Section 6.24 MWBE Designated Contacts

Section 6.25 Use of Recycled or Remanufactured Materials

Section 6.26 Preferred Source Products

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**GROUP    Group 21510 – Outdoor and Site Furniture Including Picnic Tables (Statewide)**

Section 6.27 New York State Vendor Fire Registration

Section 6.28 New York State Vendor Responsibility Questionnaire For-Profit Business Entity

Section 6.29 New York State Tax Law §5-a

Section 6.30 Overlapping Contract Items

Section 6.31 “OGS OR LESS” Guidelines

Section 6.32 Non-State Agencies Participation in Centralized Contracts

Section 6.33 Extension of Use

Section 6.34 Emergency Purchasing

Section 6.35 Contractor Performance/Poor Performance

Section 6.36 Mercury-Added Consumer Products

Section 6.37 Americans with Disabilities Act (ADA)

Section 6.38 Bulk Delivery and Alternate Packaging

Attachment 01 Price Pages (instruction tab) has been revised

Please note, updates in the Solicitation are:

Section 1.3 Key Events/Dates revisions highlighted in red.

Section 1.4 Inquiries revisions highlighted in red.

Section 2.1 Requirements revisions highlighted in red.

Section 6.4 Price revisions highlighted in red.

Section 6.6 Price Updates revisions highlighted in red

Section 6.7 Centralized Contract Modifications revisions highlighted in red

Section 6.20 Insurance Requirements, revisions highlighted in red

Section 6.23 through 6.38 - renumbered

**BIDDER ACKNOWLEDGEMENT:**

**All Bidders must acknowledge receipt and agreement to this solicitation amendment by submitting a paper version of this document, completed and with original ink signature, to OGS in accordance with the instructions listed in Section 4.8 *Format and Content of Bid Submittal*.**

**GROUP    Group 21510 – Outdoor and Site Furniture Including Picnic Tables (Statewide)**

**By signing below you certify your express authority to sign on behalf of yourself, your company, or other entity and full knowledge and acceptance of this solicitation amendment, and that all information provided is complete, true and accurate.**

Legal Business Name of Company Bidding:	
D/B/A - Doing Business As (if applicable):	
Bidder's Signature:	Printed or Typed Name:
Title:	Date: