

Liquefied Petroleum Gas (LPG) – Propane (Statewide)  
 Group 05800 IFB 23093, BOD-**January 11, 2018**  
**RESPONSE TO INQUIRIES**

#	Document	Document Section	Questions	Answers
1	IFB Main Document	P 7, 1.4 Closing date for bidder questions	Can the bidder questions due date be extended until after the new year, due to holiday vacations?	At this time, the question period has closed. However, Bidders may continue to submit questions, as, in accordance with section 1.6, OGS may answer. OGS reserves the right to adjust bid opening at any time.
2	IFB Main Document	P 14, 4.5 Pricing Page Instructions	Language states, "Extended price truncates the Bidder's price to four (4) decimal places." However, the example shows the extended price truncated to two (2) decimal places. Which is correct?	The language refers to the price per gallon input by the Bidder in the Price Pages and not the extended price. The formula calculates the extended price by first truncating the Bidder's price to four decimal places before multiplying with the estimated gallons. However, each extended price is truncated to two decimal places as the example demonstrates.
3	IFB Main Document	P19, 6.3 Price	Paragraph 7 states, "Pricing for contract purchases shall be based on the pricing in effect at the time the Authorized User places the order (Prompt Will-Call)." Our billing system is designed to price all deliveries, whether will call or automatic delivery, at pricing effective the day of delivery. Will you accept day of delivery pricing for all deliveries, whether will-call or automatic?	The State declines the requested modification.
4	IFB Main Document	P 23, 6.12 Product Delivery	Paragraph 4 states, "Contractor agrees to complete all installations for Authorized Users on the awarded Delivery Schedules no later than July 21, 2018, ..." If upon award, a contractor receives a large number of installations to complete, would you be willing to extend the 21 day completion period?	The language requires awarded contractors to complete all installations by July 21, 2018, which reflects the need for contract users to maintain propane service after award 22949 expires. However, arranging service under award 23093 by utilizing an existing contractor's equipment (with prior contractor approval), provides additional time to any awarded vendor. If a contractor has a large number of installations or other circumstances that the contractor believes would warrant additional time, OGS will review on a case by case basis. Contractor should notify OGS immediately when there are any concerns about completing installations on time.

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5	IFB Main Document	P 24, 6.15 Product Return and Exchanges	Language states, "...or Products returned or exchanged due to Authorized User errors, shall be replaced with specified Products or the Authorized User shall be credited or refunded for the full purchase price." If the error is the fault of the Authorized user, why are Contractor's being required to replace, credit or refund for the full purchase price? We do not sell propane on consignment. We will charge a restocking fee with no credit or refund for propane removed from tanks at the request of the Authorized User, when the error is the fault of the Authorized User.	In accordance with section 6.15 of the Invitation for Bids (IFB), if the error is at the fault of the Authorized User, the Contractor may charge a restocking fee. If the Product is replaced, the Contractor can charge a restocking fee only. However, if the Product is not replaced, then the Authorized User shall be credited or refunded for the purchase price minus the restocking fee.
6	Attachment 4 - Insurance Requirements	P 3, K. Notice of Cancellation or Non-Renewal	We can give thirty (30) days written notice of receipt of any notice, with the insurer providing OGS with a copy of any such notice. Will you accept these changes?	OGS will not accept this change. Please refer to section M, Deadlines for Providing Insurance Documents After Renewal or Upon Request, where it states that OGS may extend time periods for reasonable circumstances.
7	Attachment 4 - Insurance Requirements	P 3, M. Deadlines for Providing Insurance Documents After Renewal or Upon Request	Last bullet point we request changing five (5) business days from receipt to thirty (3) business days from receipt.	This change is not necessary, as there is a provision in the clause that states, "...if the Contractor shall have promptly requested the insurance documents from its broker or insurer and shall have thereafter diligently taken all steps necessary to obtain such documents from its insurer and submit them to OGS, OGS shall extend the time period for a reasonable period under the circumstances, but in no event shall the extension exceed 30 calendar days." It is, however, incumbent upon the Contractor to notify OGS if these circumstances arise.