

Group 79004 – Moving Services (Statewide)

#	Solicitation Document Name	Document Section (Name or No.)	Comment / Question / Bid Deviation	Response
1	Attachment 1 – Pricing	<i>Pricing Sheet</i>	Will the hourly rate increase when the Prevailing wages rates increase?	<p>Yes, per <i>IFB Section 6.5.1 - NYS DOL Prevailing Wage Rates Updates</i>: “If the NYS Department of Labor’s prevailing wage rates increase during the Contract period, such increases shall apply. No CPI adjustments shall be applicable during the entire Contract term. In other words, when DOL changes the prevailing wage rates for Article 9, the new rate would immediately and automatically replace the old rates in regard to the Contract awarded as a result of this IFB. OGS shall update the Price pages for Article 9 items to reflect the most recent prevailing wage rates when published by the NYS Department of Labor on July 1st each year.</p> <p>Price increases are limited to changes in pre-selected postings for Article 9 Items (Helper, Packer, Driver- Light Truck and Supervisor).”</p>
2	<i>IFB Main Document</i>	<i>References</i>	Do you need to provide references if you are on the current contract?	<p>Yes, per <i>IFB Section 2.2 – References</i>: “All Bidders must provide a minimum of five references using Attachment 5, involving jobs performed within the three (3) years immediately preceding the Bid opening date. Two of the references must be from two of the Bidder's largest customers (largest dollar value). References should be preferably from governmental accounts, and should demonstrate the ability of the vendor to provide Moving Services as required by this Solicitation.”</p>
3	IFB Main Document	<i>Method of Award</i>	Is any consideration given to the region the bidder is located in, or is it just the five lowest bids?	<p>No consideration will be given to the region a bidder is located in. Per <i>IFB Section 5. – Method of Award</i>: “A Bidder may submit a Bid for one, several, or all Regions listed. A Contract will be awarded to up to the five (5) lowest responsive and responsible Bidders for each Region based upon Grand Total Price for the four hourly personnel (Driver-Light Truck, Helper, Packer &amp; Supervisor) rates plus two hourly truck rates (Medium Truck -not including driver &amp; Large Truck -not including driver).”</p>

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4	IFB main document	<i>Pg 11 # 3</i>	Regarding trucks that can be utilized, Do we understand correctly that no Tractor trailers or CDL straight trucks can be used on moves ? Or is it saying something else ?	<p>Per <i>IFB Sections 1.2 – Scope and Regions, and 3 – Specifications</i>, the use of trucks with a capacity of 26,000 or more pounds Gross Vehicle Weight (GVW) <u>is prohibited</u> under the resulting Contracts.</p> <p>Per IFB Section 1.10 – Definitions, the definition for “<b>Driver-Light Truck</b>” shall refer to Contractor personnel that drives a Medium Truck or a Large Truck with a capacity of less than 26,000 pounds Gross Vehicle Weight (GVW) in the provision of Moving Services under a Contract resulting from this Solicitation.”</p> <p>Additionally, the NYS Department of Labor prevailing wage rate for “<b>Driver-Light Truck</b>” is for Trucks with a capacity of less than 26,000 pounds (GVW).</p>
5	Attachment 6 – Bidder Submission Checklist	<i>#19</i>	Are there specific document titles, numbers etc that you are looking for?	At minimum, OGS is specifically looking for Evidence of “Authority to Transport Property” issued by NYS Department of Transportation.
6	Attachment 3 – Encouraging Use of NYS Businesses	<i>Attachment 3</i>	Do we have to fill this out with potential subcontractors? Or could we disclose potential subcontractors as work develops?	Please fill out Attachment 3 with potential subcontractors. Additionally, if awarded a contract, Contractors must notify the Authorized User if they intend to utilize a subcontractor prior to the execution of each move.
7	Attachment 3 – Encouraging Use of NYS Businesses	<i>Attachment 3</i>	For certain suppliers that we use, do we have to list out the NYS vendors? Or is this something that could be given after the fact?	Please fill out Attachment 3 with NYS vendors with your bid submission. Additionally, if awarded a contract, Contractors must notify the Authorized User if they intend to utilize a subcontractor prior to the execution of each move.
8	IFB Main Document	<i>6.17</i>	Is there a MWBE requirement for subcontracting a certain amount?	Per <i>IFB Section 6.17, Subsection IV – Contract Goals</i> : “For purposes of this procurement, OGS conducted a comprehensive search and determined that the Contract does not offer sufficient opportunities to set goals for participation by MWBEs as subcontractors’ service providers, or suppliers to Contractor. Contractor is, however, encouraged to make every good faith effort to

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				promote and assist the participation of MWBEs on this Contract for the provision of services and materials.”
9	IFB Main Document	4.6	If we use a delivery service for the bid package, is there a preferred vendor? FedEx/UPS/USPS?	OGS does not have a preferred delivery vendor. Per <i>IFB Section 4.6 – Bid Delivery</i> : “Bidder assumes all risks for timely, properly submitted deliveries. The time of Bid receipt is determined by OGS according to the clock at the above-noted location. A Bidder is strongly encouraged to arrange for delivery of Bids to OGS prior to the date of the Bid opening. Late Bids shall be rejected, except as provided in Appendix B, <i>Late Bids</i> .”
10	IFB Main Document	5.1.C	For the ancillary items, if we fail to list a specific item that may be used in future jobs, will that item automatically be at a \$0.00 cost to the client/customer?	Part of <i>IFB Section 5.1.C – Ancillary Items</i> has been revised to read “If an ancillary item is provided in Attachment 1- Pricing without any pricing listed, or if the item is listed "no charge," the price for that ancillary item will be deemed to be \$0.00 and the awarded Contractor will be required to charge \$0.00 for that item in response to any Authorized User Project Definition. However, there will be no obligation for a contractor to provide a specific Ancillary Item if it is not listed on that Contractor’s Ancillary Price Page(s).” Also, please note that, per <i>IFB Section 5.1.A(a) – Evaluation Process</i> “Hourly rate per Helper and Packer (percent markup over prevailing wage rate including supplemental benefits) (including any necessary tools, dollies, lifters, bins, labels, tape and other materials, etc., that may be required to perform specified moving tasks efficiently) weighted by the total of two (2) Helpers.”
11	IFB Main Document	6.4.3	What is the expected volume of walk-throughs/quotes to be given in this contract per year?	This information is not known. Those vendors awarded a Contract are prequalified to bid on specific projects that will be let by Authorized Users at a later date through the use of a Project Definition. There are thousands of Authorized Users eligible to use the contract. Each Authorized

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				User determines if a site visit is required when letting their Project Definition(s).
12	IFB Main Document	6.4.3	What has been the volume of walk-throughs/quotes given per year in the past?	This information is not known. Those vendors awarded a Contract are prequalified to bid on specific projects that will be let by Authorized Users at a later date through the use of a Project Definition. There are thousands of Authorized Users eligible to use the contract. Each Authorized User determines if a site visit is required when letting their Project Definition(s).
13	IFB Main Document	4.6	Can we hand in the completed Bid in person?	Yes. Please note <i>IFB Section 4.6 - Bid Delivery</i> states “Bidder assumes all risks for timely, properly submitted deliveries. The time of Bid receipt is determined by OGS according to the clock at the above-noted location. A Bidder is strongly encouraged to arrange for delivery of Bids to OGS prior to the date of the Bid opening. Late Bids shall be rejected, except as provided in Appendix B, <i>Late Bids</i> . All Bids and accompanying documentation shall become the property of the State of New York and shall not be returned.” Also, please note <i>IFB Section 4.7 – Important Building Access Procedures</i> states “To access the Corning Tower, all visitors must check in by presenting photo identification at the information desk. Delays may occur due to a high volume of visitors. Visitors conducting Procurement Services business are encouraged to pre-register for <i>building</i> access by contacting the Procurement Services receptionist at (518) 474-6262 at least 24 hours prior to the visit. Visitors who are not pre-registered will be directed to a designated phone to call the Procurement Services receptionist. The receptionist will register the visitor at that time but delays may occur. Building access procedures may change or be modified at any time.”

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14	IFB Main Document	3	Is the expected work to be done purely office moves or are there other various types of moves to be completed?	Contracts resulting from this IFB are intended primarily for office relocations. The specific details of each move will be outlined in the Authorized User's Project Definition.
15	IFB Main Document	3	Will there ever be storage involved beyond holding on the truck over night? How would those figures be rated? Job to job basis?	No. Storage is outside the scope of this contract. The only exception is for secure overnight truck storage when necessary.
16	IFB Main Document	2.1	Can both union and non-union shops bid on this contract, and how will pricing be evaluated?	<p>Yes. Any bidder that meets all bidder qualifications pursuant to IFB Section 2, Bidder Qualifications, may submit a bid.</p> <p>Pricing will be evaluated in accordance with IFB Section 5, Method of Award. Pursuant to Section 5, "A Bidder may submit a Bid for one, several, or all Regions listed. A Contract will be awarded to up to the five (5) lowest responsive and responsible Bidders for each Region based upon Grand Total Price for the four hourly personnel (Driver-Light Truck, Helper, Packer &amp; Supervisor) rates plus two hourly truck rates (Medium Truck -not including driver &amp; Large Truck -not including driver)."</p> <p>Further, pursuant to IFB Section 5.1, Evaluation Process (A. Grand Total Price (Evaluated Items)), within each of the 10 regions, award as a result of this IFB will be based on the lowest total rates bid for complete services as specified in the IFB document based on the specified evaluation formulas. Hourly personnel rates will be evaluated based on percent markup over NYS prevailing wage rates including supplemental benefits.</p>

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17	IFB Main Document	2.1	If I am an out of state moving company not based in New York State, can I still bid on the contract?	<p>Yes. Any bidder that meets all bidder qualifications pursuant to IFB Section 2, Bidder Qualifications, may submit a bid.</p> <p>Pursuant to IFB Section 5.1, Evaluation Process, within each of the 10 regions, award as a result of this IFB will be based on the lowest total rates bid for complete services in the IFB document based on the specified evaluation formulas. Hourly personnel rates will be evaluated based on percent markup over NYS prevailing wage rates including supplemental benefits.</p> <p>Additionally, please be advised that in accordance with IFB Section 6.4.2.4, Project Definition Pricing Requirements, under a resultant contract “portal-to-portal charges will be limited to a maximum of one (1) hour each way.”</p>