



Request for Proposal (“RFP”) DASPS-2114-16
ADDENDUM No. 6

This Addendum No. 6 (“Addendum”) modifies the RFP which DAS PS published on ORPIN on May 9, 2016. This Addendum modifies the RFP as described herein. All RFP terms not specifically mentioned or affected by this Addendum remain in full force. This Addendum is hereby added as a part of the RFP.

1. The RFP is modified as described below. New language is indicated by bold print and underline. Deleted language is indicated by strikethrough.

1.1 RFP, Section 1 General Information is modified, as follows:

1.1 Introduction

The State of Oregon, acting by and through the Department of Administrative Services, (“DAS”), is acting as the Lead State and is issuing this Request for Proposals for playground, parks and recreation equipment (collectively referred to as, “Parks and Recreation Equipment”), and ~~installation~~, training, and other related services (“Related Services”) for the members of the NASPO ValuePoint Cooperative Purchasing Program (“NASPO ValuePoint”) and other Purchasing Entities. The purpose of this Request for Proposals (“RFP”) is to establish one or more Master Agreements for the purchase of Parks and Recreation Equipment and Related Services by state governments (including departments, agencies, institutions), institutions of higher education, political subdivisions (i.e., colleges, school districts, counties, cities, etc.), the District of Columbia, territories of the United States, and other eligible entities subject to approval of the Participating Entity’s procurement director and compliance with local statutory and regulatory provisions (“Purchasing Entities”).

2.3 RFP, Section 2.3.1 Overview is modified, as follows:

2.3.1 Overview and Purpose

In the past, the State of Oregon has had various price agreement and contracts for playground equipment and for equipment for parks and recreation, ~~along with the services necessary to install and maintain that equipment.~~ Those contracts have expired and the State of Oregon has a need for this equipment. DAS benchmarked its old price agreements for playground equipment that had expired. This process utilized various economic factors for playground equipment. As a result of that effort it was determined that most of those equipment manufacturers offer a wider range of products and services that could be used for a complete procurement solution to the Purchasing Entities. Concurrently, NASPO ValuePoint was interested in soliciting a multi-state proposal opportunity for playground equipment solely.

3.5 RFP, Section 3.5.4 Evaluation Criteria is modified as follows:

8. Quality Assurance: Quality Control Program and organization. The Proposal must address the following:

- (1) Company Organizational Chart (include all key positions)
- (2) Quality control documentation/design and control procedures

- (3) Ongoing tests and inspections, including final inspection
- (4) Compliance certification with recognized entity
- (5) Applicable discounts and incremental pricing options;
- (6) Shipping costs;
- (7) Delivery process and service levels;
- ~~(8) Installation, maintenance and repair service levels;~~

3.6 RFP, Section 3.6.3 Scoring (Best Value Factors) is modified as follows:

Quality Assurance: Quality Control Program and organization. The Proposal must address the following:

- Company Organizational Chart (include all key positions)
- Quality control documentation/design and control procedures
- Ongoing tests and inspections, including final inspection
- Compliance certification with recognized entity
- Applicable discounts and incremental pricing options;
- Shipping costs;
- Delivery process and service levels;
- ~~• Installation, maintenance and repair service levels;~~

Attachment B RFP, Sample Master Agreement is modified as follows:

Recitals

1. DAS PS issued RFP DASPS-2114-16 seeking offers from qualified and responsible contractors to provide to Purchasing Entities Parks and Recreation Equipment ~~and installation~~ and related services (“Parks and Recreation Equipment and Related Services”)

Section 1 –Master Agreement

1.1.3 Purchasing Entities may purchase Park and Recreation Equipment ~~and installation~~ and related services as specified in Exhibit B (“Parks and Recreation Equipment and Related Services”) by issuing ordering instruments that create and become part of separate contracts (“Contracts”) as permitted by Purchasing Entity’s laws. The only parties to Contracts created by ordering instruments are the applicable Purchasing Entity and Contractor.

Exhibit A

PARTICIPATING ADDENDUM NASPO ValuePoint

FOR Parks and, Recreation Equipment ~~and Installation~~ and Related Services

Attachment I RFP, Participating Addendum for the State of Oregon is modified as follows:

PARTICIPATING ADDENDUM

NASPO ValuePoint

FOR

Parks and, Recreation Equipment ~~and Installation~~ and Related Services

1. **Scope; Order of Precedence:** This addendum covers the Parks and, Recreation Equipment ~~and Installation~~ and Related Services led by the State of Oregon for use by state agencies and other entities located in the Participating State authorized by that state's statutes to utilize state contracts with the prior approval of the state's chief procurement official.

4.1.2 Best Value Analysis

From time to time, Authorized Purchasers may purchase Parks and Recreation Equipment or Related Services, or both, from a Contractor. If an Authorized Purchaser expects the total purchase to exceed \$10,000, Authorized Purchaser shall obtain these Parks and Recreation Equipment or Related Services, or both using the following procedure. Authorized Purchaser shall:

- Contact at least 3 different Master Agreement Contractors via phone, e-mail or facsimile and request a quote for the anticipated Parks and Recreation Equipment or Related Services, or both ("Quote"). Quoted rates must not exceed the most competitive rates and discounts set forth in the Master Agreement. However, a Contractor may agree to extend specialized, discounted pricing based on the requirements by providing a specific quote to the Authorized Purchaser.
- Determine which Contractor provides the best value for Authorized Purchaser based on Authorized Purchaser's application of some or all of the following factors:
 - Applicable discounts and incremental pricing options;
 - Shipping costs;
 - Delivery process and service levels;
 - ~~Installation, maintenance and repair service levels;~~

2. Proposers' questions and DAS PS answers:

Question 1: In our experience each state simply wants to ensure a state-certified contractor is doing the actual installation portion. This ensures everything is compliant, and the state has a comfort level the equipment is being put in by qualified, experienced installers. Manufacturers typically don't do the installation they subcontract that service out. Does installation apply to this RFP? What is meant by "Related Services"?

Answer 1: DASPS has reviewed the RFP and various questions submitted related to licensing and the "Related Services". The intent of this RFP is for the acquisition of playground equipment. Based upon its review, DASPS has decided to remove "installation, maintenance and repair services" from the request in the RFP. For the purposes of the RFP, "Related Services" means delivery services, training services (if any) and account management types of services, for example, account services, billing services, reporting services, uploading of the contracts and catalogs into the NASPO procurement system, , etc. See Addendum No. 6, Section 1 for revised sections of RFP above regarding installation.

Proposers must acknowledge receipt of this Addendum in the space provided on the bottom of this page and return this page along with Proposal documents. Failure to do so may result in rejection of a Proposal.

The purpose of this Addendum is to answer questions, clarify information in the RFP, and make modifications to the RFP.

Any prospective Proposer who feels they have been adversely affected by these modifications must submit a written protest of this Addendum to the Single Point of Contact identified in RFP DASPS-2114-16 by **5:00 pm** (Pacific time) on **July 12, 2016** or protest will not be considered. DAS PS will not consider requests or protests of matters not added to or modified by this Addendum.

*I hereby acknowledge having received this Addendum.

Authorized Signature: _____

Print name of signer: _____

Date: _____

Company Name of proposer:

(Please Print)