

Solicitation Addendum

Issuing Agency:	DOA, Division of Purchase and Contract
Solicitation Number:	DPC-1502912540-SL
Solicitation Description:	Floor Covering and Installation Services
Bid Opening Date & Time:	June 9, 2025 @ 2:00 PM
Addendum Number:	3
Addendum Date:	June 2, 2025
Procurement Lead:	Sarah Lyons

FAILURE TO RETURN THIS ADDENDUM MAY SUBJECT YOUR RESPONSE TO REJECTION.

1. The Solicitation is hereby modified as follows:

Modification #	Solicitation Section	Current Solicitation Language	Updated Solicitation Language
1	Attachment A: Pricing Workbook	Cell C16 on tab entitled “Installation” formatting was set to percentage.	Cell C16 on tab entitled “Installation” formatting has been set to general. <i>The revised Attachment A: Pricing Workbook has been uploaded in Section 5.1 of the Ariba Sourcing Event.</i> Vendors must submit pricing on the revised pricing form dated 6/2/2025 to be considered. All previous versions have been withdrawn. Failure to submit offers on the correct form shall be subject to rejection.

2. The following are questions received about the Solicitation and the State’s response:

Question #	Document Section	Vendor Question	State’s Response
1	Attachment A: Pricing Workbook	In reviewing the attached file, the cell where we can list the vendor name is locked on each tab and will not allow content. Could you please amend this file with the cell unlocked?	Please refer to the Instructions Tab within the workbook Attachment A, specifically item 1.

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2	Attachment A: Pricing Workbook	Under the Installation tab, the cell for the standard rate of the solid vinyl installation is formatted as a percentage and should be a number.	See Modification #1.
3	4.26 Insurance Requirements Modification	Please provide the full certificate of Insurance additional insured holder's name and complete address, as it should appear on the COI requested. The COI section of the RFP DPC-1502912540-SL-IFB document does not provide the address to be referenced.	The State is unable to determine the question. Refer to Section 4.26 Insurance Requirements Modification and the North Carolina General Terms and Conditions, Section 15 Insurance.
4	3.1 Method of Award	In the pdf document DPC-1502912540-SL-IFB.pdf, on page 12 it states "the State plans to make only one (1) award in each category per manufacturer.... While the intent of this IFB is to award a Contract(s) to multiple Vendors for all categories," Can you please clarify if each category will be awarded to multiple manufacturers or a single manufacturer?	Refer to Section 3.1 Method of Award of the IFB. The State intends to award multiple manufacturers per category, with only one (1) award per manufacturer in each category.
5	Attachment A: Pricing Workbook	For the pricing spreadsheet DPC-1502912540-SL-IFB Attachment A, column K for each of the 14 categories is asking for a shipping cost. Our shipment costs are included in the list price. Is this acceptable to list "Included in price" in column K, or do you need a dollar amount listed?	Yes.
6	4.21 References	Do the references requested need to be State References or can it be any of our customers?	Refer to section 4.21 References. References can include State References and/or any customers, they shall not be from the same company or from DOA, Purchase and Contract.
7	4.1 Pricing	Can Tariff pricing be included in the SY or SFT price?	The State is unable to determine the question. Refer to Section 4.1 Newly Implemented Import Tariff (Temporary Surcharge)

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8	1.0 Purpose and Background	On Page 5 at the bottom of the page states "The Contract may also be utilized, without further competition, by non-mandatory State Entities and Other Eligible Entities" What are Other Eligible Entities?	Other Eligible Entities may include public schools, charter schools, and local and county governments.
9	3.1 Method of Award	Can you explain this in more detail; we are not clear what this means exactly? <i>It is the State's intent to have multiple manufacturers' products represented in each of the fourteen (14) categories, but the State plans to make only one (1) award in each category per manufacturer</i>	Refer to Section 3.1 Method of Award The State intends to award multiple manufacturers per category, with only one (1) award per manufacturer in each category.
10	4.6 Transportation and Identification and 4.7 Delivery and Installation	Freight: We are not clear on how freight is expected. Standard delivery for us means delivery to requested location. Anything else that has a fee associated with it would be charged to the purchasing customer. We do not include inside delivery, liftgate, pallet jack, or call b4. Each customer would have different delivery needs so charging a flat fee for all these items would not be fair or reasonable to customers who do not need these extras. What exactly are you wanting us to include in the freight costs? Is there an option to not include freight and charge per order, based on the need of the customer?	Vendors may reference Section 5.6 Deviations and include any deviations proposed to the specifications listed in the IFB in the provided form on page 27 of the IFB.

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11	4.7 Delivery and Installation	Under Delivery and installation - "General set up activities needed to make flooring material ready for use (such as moving furniture, relocation insertion of adjustable shelves into a bookcase or placing a desk chair onto its pedestal) shall not be considered installation and shall be included in the contract price" There is a place under installation for Furniture Removal/Replacement - can this be put in this category? If not, where do we put this cost?	Yes, the cost for moving furniture, relocation insertion of adjustable shelves into a bookcase or placing a desk chair onto its pedestal may be included in the field for Furniture Removal/Replacement in Attachment A: Pricing Workbook in the tab entitled "Installation".
12	6.7 Invoices	"Vendor shall invoice the Procurement Entity" What if the dealer is purchasing as an authorized dealer? Do we invoice the dealer, and the dealer invoices the entity?	The invoice shall be provided by the vendor that the Purchase Order was issued to.
13	Attachment A: Pricing Workbook	Should we add all product collections to the price sheets?	Please refer Section 4.1 Pricing in the IFB as well as to the Instructions Tab within the workbook Attachment A, specifically item 3 a.
14	Attachment A: Pricing Workbook	Do we submit another price sheet with actual MSRP prices and Member prices?	Refer to Section 4.19 Vendor's Published Catalog & Lists as well as the Instructions Tab within the workbook Attachment A, specifically, item 3 k.
15	Attachment A: Pricing Workbook	Can we have an example of what you are looking for when it comes to adding product pricing?	The State is unable to determine the question. Refer to Section 4.19 Vendor's Published Catalog & Lists

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16	2.3 Notice to Vendors Regarding IFB Terms and Conditions	<p>“ATTACHMENT C: NC GENERAL TERMS AND CONDITIONS”.</p> <p>Does the State want us to review and provide redlines with our response?</p>	<p>Yes, the State wants you to review Terms and Conditions.</p> <p>No, you are not required to provide red lines.</p> <p>You may submit Exceptions to the State's Terms by way of a redline Terms and Conditions within your response, however, the State is not obligated to accept or negotiate any presented terms.</p> <p>Refer to Section 2.3 Notice to Vendors Regarding IFB Terms and Conditions.</p>
17	2.3 Notice to Vendors Regarding IFB Terms and Conditions	If yes to the above, can you provide the Attachment C as a Word document for our review?	No.
18	Section 4.1 Pricing	Section 6.11 Optional Temporary Tariff Surcharge: What types of supporting document is the State looking for to accommodate this section?	Refer to Section 4.1 Pricing.
19	Section 2.5 Urged and Cautioned Pre-Bid Conference	Is there a recording of the prebid meeting?	No. However, vendors can find the presentation slides for the pre-bid conference in Addendum # 2.
20	Section 4.6 Transportation and Identification	DPC-1502912540-SL IFB, Section 4.6: The RFP requests freight be FOB destination. Will the state allow us to charge for special delivery needs, outside of standard delivery, where applicable? Such as job site delivery fees, lift gate, pallet jack based on the client's request?	Refer to Section 4.7 Delivery and Installation.

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21	Section 4.15 Authorized Dealers	<p>Related to Authorized Dealers, does the Vendor need specify if all orders are to be placed either direct or through Authorized Dealers, or is it acceptable for that to be specified per project order?</p> <p>Is it acceptable to offer both options, direct with Vendor or through an Authorized Dealer?</p>	It is acceptable to offer both options either direct with Vendor or through an Authorized Dealer.

ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME

Vendor Name:	
Authorized Signature:	
Name & Title:	
Date:	