



Q&A #1
Hardware 2012 RFP
PROJECT NO. 060B2490022
July 11, 2012

Ladies/Gentlemen:

This list of Questions and Answers #1, questions #1 through #13, is being issued to clarify certain information contained in the above named RFP. The statements and interpretations of contract requirements, which are stated in the following questions of potential Offerors, are not binding on the State, unless the State expressly amends the RFP. Nothing in the State's responses to these questions is to be construed as agreement to or acceptance by the State of any statement or interpretation on the part of the vendor asking the question as to what the contract does or does not require.

1. **Question:** For Functional Area IV, there is a 100% MBE Goal. If we are priming this contract and we are MBE ourselves, do we still have to subcontract this FA IV to another MBE company or can we fulfill this directly?

Answer: Please see Amendment #1 issued July 10, 2012. Although the MBE goal has changed, an MBE Prime would still be required to subcontract to an MBE subcontractor to meet a designated goal.

2. **Question:** For the MBE Goal – It is stated that it is 100% of Functional Area IV – Installation & Training. Will the State “assess the potential for an MBE subcontractor participation goal, including sub goals, if applicable, for each PORFP issued under Functional Area IV of the RFP, and set a goal, if appropriate”; like in the 2007 contract PROJECT NO. 050B7800023 OR will there be a firm 100% MBE Goal for the entire contract in Functional Area IV including each TORFP?

Answer: Please see Amendment #1 issued July 10, 2012.

3. **Question:** Personnel Qualifications 2.14 – If the answer to question #1 is there will be a firm 100% MBE Goal for the entire contract in Functional Area IV including each TORFP is it then expected for the Master Contractor to go out and seek the specific labor category resource needed for an individual TORFP? And then that labor resource needs to be from an MBE Certified company?

Answer: Please see Amendment #1 issued July 10, 2012.

4. **Question:** If the answer to question #2 is yes, it is expected that the Master Contractor seek out the labor resource, what incentive does the Master Contractor have to bid on Functional Area IV?

Answer: Please see Amendment #1 issued July 10, 2012.

5. **Question:** For manufacturers that don't require an authorization to sell their products, may we list them as a manufacturer that we offer?

Answer: You must have an authorization from the manufacturer or distributor. If they do not require an authorization, you must submit a letter or email from the manufacturer or distributor stating that they do not require authorizations.

6. **Question:** Do you desire or intend that the Letters of Authorization come from the manufacturers directly or from supply houses?

Answer: Letters of Authorization may come from the manufacturer or their distributor; however, they must clearly state the manufacturer name and the authorizing entity.

7. **Question:** Page 12, please define storage.

Answer: The example on page 12 refers to server storage housing and/or racks.

8. **Question:** Page 25, in reference to the LOA's can we use existing LOA's that were used for other State RFP responses (ie: Judiciary, MEEC, COT's responses)?

Answer: Yes, in most cases we will accept existing LOAs. They do not need to be addressed to the Department of Information Technology.

9. **Question:** Does the RFP allow for a dealer or Agent model in which SYNEX would hold the contract and manage all aspects it but would use dealers/agents (i.e. resellers) on the street to interface with your customers and handle the invoicing of those customers?

Answer: Since our contract will be with the awarded Master Contractor, the State will only deal with that Master Contractor.

10. **Question:** How recent do the letters of authorization need to be?

Answer: LOAs should be less than one year old.

11. **Question:** Can we add MBE's after the contract is awarded?

Answer: Do not propose MBE subcontractors in response to this RFP. Please read the MBE instructions available in Sections 1.24 and Attachment D. MBE subcontractors should only be proposed in response to a PORFP. We will not consider your MBE subcontractor's experience and qualifications in making a Master Contract award determination.

12. **Question:** To assure OEM respondents - What procedures are in place to ensure that a Value Added Reseller (VAR) will not be awarded the right to distribute OEM equipment without a signed Letter of Authorization (LOA) from the OEM?

Answer: DoIT will maintain the list of Master Contractors and their approved LOAs. This same list will be used by agencies to solicit hardware and services using the PORFP process. Resellers will not receive a PORFP unless their LOA has been received and approved by DoIT.

13. **Question:** Section 1.1.3 reads as if we could quote any or all (ie, 1, 2, 3, 5) however the web ex was conflicting in how it explained that section. Please confirm.

Answer: You may propose to any combination of functional areas with the exception of Functional Area IV, which will not be awarded on a stand-alone basis.