

**LESS THAN TRUCKLOAD SHIPPING THROUGHOUT NEW YORK IFB**

**OFFICE OF TEMPORARY AND DISABILITY ASSISTANCE**

**OFFICIAL RESPONSES TO OFFERORS QUESTIONS**

The Official responses to questions submitted pursuant to Section 5.2 (Questions) of the above-captioned Invitation for Bid (“IFB”) are listed below. Responses are in **bold blue type**.

**Question #1:**

Please provide tabulations from the previous contract?

**Response:**

**Appendix P  
Pricing Schedule**

<b>Delivery Regions</b>	<b>Price Per Pound*</b>
Local Region	\$ .080
Northern Region	\$ .110
Mid-West Region	\$ .101
Western Region	\$ .116
Southern Region	\$ .164
Flat Rate Fee for Inside Delivery	\$ 50.00
Flat Rate Fee for Hydraulic Lift Gate	\$ 50.00

\*Subject to 800 lb Minimum Charge

**Question #2:** Full bid with all itemized trucking requested?

**Response:** Yes, Offerors must complete the entire Appendix P “Pricing Schedule” without any modification, with pricing for all listed services and in compliance with the IFB Section 6 Bid Content/Submission/Delivery requirements. The pricing provided must include all Offeror’s costs, there will be no additional reimbursements made by the State. This all-inclusive pricing will remain fixed for the first three (3) years of the contract term. Pursuant to Article 4 of the IFB, the pricing of the final two (2) years of the contract term may be adjusted dependent upon any CPI adjustments.

**Question #3:** Are they any addendum on the bid?

**Response:** Yes, Appendix P “Pricing Schedule” has been amended, see OTDA website at <http://otda.ny.gov/contracts/2016/LTTS/> .

**Question #4:**

Is it possible to obtain a list of the Offeror's that attend the Offeror's Conference?

**Response:**

**Offeror's in Attendance were:**

**Deluxe Delivery**

**InXpress NY**

**Tirepool LLC**

**G. Hondromaras Trucking**

**Don's M & S**

**Mobile Air Transport**

**RIST Transport Ltd**

**United Parcel Service UPS**

**BandAid**

**Question #5:**

I would like to know what was the total amount for the previous winning bid.

**Response:**

**The winning bid amount from the previous "Less than Truckload Shipping Services throughout New York State IFB was \$ 415,145.**

**Question #6:**

What does less than the truckload services mean?

**Response:**

**The deliverables being shipped at any given time will not fill a tractor trailer truck.**

**Question #7:**

Are deliveries made all Year?

**Response:**

**Yes, please see attached "Commercial Trucking Historical Data" information sheet available at OTDA's website <http://otda.ny.gov/contracts/2016/LTTS/> for the most recent delivery information.**

**Question #8:**

How many miles per day on average?

**Response:**

Average miles per day cannot be computed because the outgoing shipments are driven by the orders generated by the customer online. OTDA does not keep records of distance required to travel when sending the customers' orders out.

**Question #9:**

How many stops per day on average?

**Response:**

On average, there are 2-3 stops per day.

**Question #10:**

What is the average weight per package?

**Response:**

Average weight per package is between 30 lbs. and 50 lbs.

**Question #11:**

Average number of pick-ups per day?

**Response:**

OTDA coordinates the outgoing shipments. There is one pickup call placed per day to the Contractor.

This pickup request may contain multiple shipments going to multiple destinations. For example, one pickup request may contain one (1) pallet going to Endicott, N.Y., two (2) pallets going to Brooklyn, N.Y. and one (1) pallet going to Buffalo, N.Y.

**Question #12:**

How many trucks needed?

**Response:**

It is not OTDA's responsibility to determine how many trucks are needed as OTDA does not assume the responsibility of the mandated downtime drivers require in between their scheduled runs.

Please refer to the following NYS Department of Transportation website for information on driver limitations and record keeping for drivers:

[https://www.dot.ny.gov/divisions/operating/osss/truck/carrier.](https://www.dot.ny.gov/divisions/operating/osss/truck/carrier)

**Question #13:**

How much of the total IFB requirements are geared toward forms and publications? Office Supplies and Equipment? Please give a percentage of each.

**Response:**

Over the last year, the percentages of each category were as follows:

Forms and publications – 87%

Office Supplies – 9.7%

Equipment – 3.3%

**Question #14:**

Will Materials for Distribution be picked up at 93 Broadway in Menands, New York?

**Response:**

The majority of the materials will be picked up from 93 Broadway in Menands, N.Y.

On occasion, it may be necessary to pick up equipment from another location and deliver it to another state office.

**Question #15:**

Can you provide historical data of outgoing shipments under the current contract?

**Response:**

Historical data can be seen in the document titled, “Commercial Trucking Historical Data,” which contains such information as shipping dates, delivery addresses, number of pallets, weights associated as well as inside delivery charges. This document can be found at <http://otda.ny.gov/contracts/2016/LTTS/>.