



MOVING FORWARD TOGETHER

2300 Stuyvesant Avenue
Trenton, NJ 08618

librarylinknj.org

TEL: 732-752-7720
FAX: 732-752-7785

Ralph S. Bingham III, Executive Director

**Responses to Delivery RFP FY22 Bidder's Questions
from 1/5/2022 Bidder's Conference**

- Q1:** In Appendix A, certain stops are listed as “Cancelled”. Are these stops permanently removed from the rotation or are they only put on hold temporarily due to the pandemic and are expected to return to their listed schedule at a later date? [From Michelle Athey, TForce Logistics, 1/5/2022]
- A1:** The stops marked cancelled have been “permanently” removed from delivery at request of the delivery location. We do not anticipate these locations restarting delivery in the near future. However, the location can request restart of delivery service at any time. [RB, 1/6/2022]
- Q2:** We are new to this process. Does this bid actually have a purchasing of books? If so where do we get the information of what they are looking for? [From Isaac Kasztl, Book Exchange, 1/5/2022]
- A2:** The RFP is for last mile delivery service only. No book purchases are included. [RB, 1/6/2022]
- Q3:** Holiday pay – there is language stating holidays are covered. Is this only if runs are requested on this date or will all routes be paid on the holiday regardless of activity level and bid structure. [From Michelle Athey, TForce Logistics, 1/5/2022]
- A3:** In the section titled “Holidays” on page 5 of the RFP, it states under “C” that “[the] Cooperative will pay vendor for holidays.” To clarify, the Cooperative will pay the vendor on a holiday for all stops normally scheduled on that day regardless of activity on that day. However item “B” states: “The Cooperative will verify which libraries stay open on some or all of these holidays and make this information available to the vendor. If a library is open on a holiday, delivery is expected. The vendor must detail how they will approach providing service to these open libraries.” Each year, the Executive Director of the Cooperative and the contractor will reach a mutual agreement on a set of holidays when the Cooperative office will be closed. [RB, 1/10/2022]