

Addendum No. 1
To RFP No. SPG-571932
Third Party Logistics Service Warehousing of Government Owned Property
May 27, 2003

Question 1) Is the statement of work that was issued during the Request For Information stage still valid?

Answer 1) No, but it may be used as guidance.

Q. 2) How often do you expect to request 24-hour service?

A. 2) Daily. See attached Exhibit 1(30-day Activities into Warehouse) and Exhibit 2 (30-day Activities out of Warehouse) for more information.

Q. 3) Can the selected supplier use your systems since they seem to work well for you today?

A. 3) Computer Systems, No. Process Systems, Yes.

Q. 4) If the selected supplier can use JPL's systems, will training be provided?

A. 4) Yes, for the Process Systems only.

Q. 5) What is the selected supplier's role for transportation? Will equipment be provided?

A. 5) The selected supplier's role is as stated in the RFP. The selected supplier must provide all required equipment.

Q. 6) Where can we find data regarding what is handled through the warehouse?

A. 6) Suppliers should base proposals on information included in the RFP and this Addendum No. 1, including Exhibits 1 and 2. Pre-RFP activities may also be used as guidance.

Q. 7) Can you advise transportation origin-destination volumes?

A. 7) They vary daily. See Exhibits 1 and 2.

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Q. 8) Can you advise the number of people that work in the warehouse today? Verbally, we understand this number is five (5) people led by one (1) group lead.

A. 8) *Correct.*

Q. 9) Regarding General Provisions, Changes Fixed Price section c, what happens if JPL and the contractor cannot agree on the price adjustment?

A. 9) *Under the General Provisions, Changes, section b, JPL is required to make equitable adjustments.*

Q. 10) Under General Provisions, Definitions, section c5, are you expecting the logistics provider to perform maintenance or repair services?

A. 10) *No.*

Q. 11) Under General Provisions, Definitions, section c6, would this apply to this contract?

A. 11) *There is no Definitions, section c6.*

Q. 12) Under General Provisions, Government Property, section a, does the Government plan to turn over any equipment to the logistics provider to operate?

A. 12) *No.*

Q. 13) Under General Provisions, Termination for Convenience, may this contract be terminated for convenience?

A. 13) *Yes, but only under compelling circumstances.*

Q. 14) Contractor Recruiting. Is there any issue if the selected supplier recruited people at its own facility where it is doing work for JPL?

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A. 14) *No.*

Q. 15) It is our experience that quality responses for work of this nature require a month to ensure that we engineer a solution that meets customer needs and maintains our company quality record. Therefore, would you consider allowing at least 4 weeks for us to develop a quality response after receipt of the requested information?

A. 15) *No, all proposals are due on June 2, 2003.*

Q. 16) Could you please provide a few samples of the classification/descriptions of the products that would have to be moved via "oversized" or "wide-load" in 1.4 of the Contract Specimen?

A. 16) *We currently have approximately nineteen (19) oversized items.*

Q. 17) Will there be an option to continue using Oracle for inventory control to reduce cost of dual entry or systems interface expenses?

A. 17) *There will be no option for JPL to provide its Oracle System.*

Q. 18) Would you entertain the idea of the selected supplier relocating the warehouse on an hourly rate plus a per load transportation cost instead of in the fixed baseline cost?

A. 18) *No.*

Q. 19) In the Specimen Contract, daily transportation section 1.5.3, how many runs per day or week are you currently moving from each location? Do you want this included in the baseline cost?

A. 19) *JPL currently moves five (5) to seven (7) trucks per week from Lab to the current warehouse (based on staging and filling vehicles). Transportation between the new warehouse and Pasadena area locations should be included in the baseline rate information. JPL currently moves one (1) truck per quarter from Goldstone to the current warehouse. Transportation between the new warehouse and outside the Pasadena area locations should be included in the non-baseline rate information. See also Exhibits 1 and 2.*

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Q. 20) Will the non-baseline 30,000 sq. ft. be an addendum to the remainder of the term of the baseline contract? Or, are you looking to be able to flex in and out of this space?

A. 20) JPL would like a non-baseline opportunity to increase the used warehouse space by up to 30,000 square feet. The non-baseline additional space need not be contiguous to the baseline 100,000 square feet. If JPL elects to use additional non-baseline space, it could be for the long or short term.

Q. 21) Will we be able to utilize your current material handling equipment during the relocation? Or, will we have to rent equipment ourselves?

A. 21) The selected supplier will provide all equipment.

Q. 22) Will any of the current JPL warehouse associates be providing crating/boxing and shipping functions during the move?

A. 22) No.

Q. 23) What is your expectation or timeframe for moving from the old location to the new location?

A. 23) JPL's new warehouse must be up and operational by October 1, 2003. The move should begin shortly following contract award.

Q. 24) Can the team estimate the number of full truckloads it will take to relocate the facility? A survey could give everyone involved a better idea on the relocation cost, as it would relate to the fixed baseline. Or, you may want to think of having the provider handle the move under the direction of JPL at a time and transportation rate.

A. 24) A site visit was already offered to potential suppliers. JPL expects the rate for the relocation effort to be included in the baseline proposal information.

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Q. 25) For the daily transportation piece of the business, I assume you want that included in the baseline cost. If so, I think you had once told us there are about 200 deliveries per year into the facility. Can you break these down into a daily number and the type of equipment used to make each of those deliveries? Can we assume that the same number of deliveries will be made into the facility over the next two years utilizing the same type of equipment?

A. 25) Daily transportation is part of the baseline rate information. In prior years, JPL's daily transportation has not varied considerably, but that does not mean it will not vary over the next two (2) years. JPL recommends the following equipment, at a minimum, an 18-foot bobtail, an 8,000 lb. forklift and a pallet jack. See also Exhibits 1 and 2.

Q. 26) Do your hourly rates for non-baseline work need to include the equipment price used for each classification i.e., forklift, and trucks?

A. 26) Yes.

