



MEMORANDUM

TO: Potential Bidders
FROM: Jeanne Roberge
Purchasing Services
DATE: January 7, 2020
SUBJECT: Addendum No. 2 – RFQ #02-2028 GPS Units for Transport Vehicles

The purpose of this addendum is to provide answers to questions posed by potential bidders:

1. **Q:** *Will the existing GPS units need to be removed by our team? If so, are they hardwired?*
A: As noted in the RFQ, a bidder’s ability to install or remove GPS units is not required. If your company has the ability to provide this service, the costs are to be quoted on the Bid Price Sheet. If deemed to be in our best interest, the Judicial Branch reserves the right to continue with the current process whereby a local vendor provides installation and de-installation services.

Units de-installed by the awarded contractor must then be delivered to the Branch’s warehouse located in Rocky Hill, CT. Costs associated with delivery to the warehouse must be included in bidder’s de-installation cost on the Bid Price Sheet. Separate delivery charges will not be accepted.

The existing units are hardwired.

2. **Q:** *If installation is completed by our team, will all vehicles be in one location or multiple?*
A: Should the Branch elect to have the contractor provide installation services, vehicles could be brought to the contractor’s place of business or made available at two (2) sites located in New Haven and Middletown, CT. Again, the Branch reserves the right to continue with the current process for installations/de-installations as noted in #1 above.

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