



State of New Jersey

DEPARTMENT OF THE TREASURY
DIVISION OF PURCHASE AND PROPERTY
OFFICE OF THE DIRECTOR
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TREASURY
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December 11, 2014

Via eMail [cas@compaidsolutions.com] and USPS Regular Mail

Carol A. Sansone, IT Consultant/Owner
CAS Associates E-Commerce
8 Skinner Drive / Suite 8
Oakhurst, NJ 07755-1508

RE: Request for Consideration of Intent to Secure Subcontract
RFP # 15-X-23243 – *State Directory of New Hires and National Medical Support Notice Portals*

Dear Ms. Sansone:

This letter is in response to your faxed letters dated November 26 and December 5, 2014, referencing the subject Request for Proposal (“RFP”) and responding to the Notice of Proposal Rejection¹ issued following the Proposal Review Unit’s initial review of proposals submitted by bidders who responded to the subject RFP. Your letters explain that you are not challenging the rejection of the proposal submitted by CAS Associates E-Commerce (“CAS”), but that you are seeking the Division’s assistance with your intent to secure a subcontract or staff role with the bidder eventually awarded the subject contract. You ask for assistance in your effort to present your resume and other documentation included in your proposal to the competing bidders so that they can consider adding you as a proposed resource to be used to meet the requirements of the RFP’s Scope of Work Paragraph 3.1.6, *Contractor Staff*.

Your request cannot and will not be accommodated by the Division. The Division’s formal procurement programs do not provide for the referral service or assistance you are requesting or for advocating on behalf of any person or entity in the manner you suggest. To do so would be contrary to the Division’s best interests and its efforts to maintain a level playing field for the subject competitive procurement.

In your letters, you also mention that certain bidders recently contacted by you have advised you that they cannot accommodate your interest in being added to their proposals as a subcontracted or staffed resource because they cannot modify their submitted proposals. This response is correct since bidders cannot enhance, add to, or otherwise modify their proposals once they are submitted to the Division. Nevertheless, the RFP, at Subsections 5.6, *Substitution of Staff*, and 5.7, *Substitution or Addition of Subcontractor(s)*, provides that the Contractor may request the State’s approval to substitute staff and/or substitute or add a subcontractor once the contract has been awarded.

¹ CAS’s proposal was rejected for the absence of a completed/signed Ownership Disclosure Form and a completed/signed Disclosure of Investment Activities in Iran form, and for not providing essential pricing.

Consequently, your efforts to offer your services for performance of elements of the subject contract should be held abeyant until the awardee of this contract is determined, which will not occur until the Procurement Bureau has conducted the evaluation of all responsive proposals and issued a Notice of Intent to Award letter. As a result, I suggest that you await the Bureau's communication to all bidders participating in the subject procurement, including CAS, regarding the award of contract. Shortly thereafter, entities or individuals such as CAS may opt to contact the named awardee and offer services. The Division will not assist CAS or other parties in such effort. There will be no obligation on the part of the contractor to accommodate or even consider such offers.

As set forth above, regarding your request for assistance in pursuing a staff position or subcontract, I hereby deny your request. This is my final decision on this matter.

Thank you for your interest in providing services to the State of New Jersey and for registering with **NJ START** at www.njstart.gov, the State of New Jersey's new eProcurement system.

Sincerely,



Ronald Wengerd
Chief Hearing Officer

c: G. Olivera
P. MacMeekin
M. Bixler
D. Rodriguez / A. Nelson