

Addendum 2

RFP for University Village and Courtyard Summer Cleaning Contract Number FM-18-001

Questions and Answers

Below are questions and answers regarding subject RFP. All questions are written in black color font and the **answers are provided in red color font.**

- Question:** Has the incumbent contractor successfully serve the full 4 years of the current contract?
Answer: There is no current contract for this RFP.
- Question:** Please provide the name of the incumbent (current contractor) and the current contract value?
Answer: No current contractor
- Question:** Please provide the current Management Team (PM, APM, SUPS, etc)? May we retain them & cleaners?
Answer: The areas in the RFP are maintained by DSU custodial employees during the school year and No you will not be able to utilize them in accordance with this RFP.
- Question:** May we have a copy of the current contract showing price exhibits, modifications and schedules?
Answer: No current contract.
- Question:** If we are MBE certified we may bid 100% as the prime, correct?
Answer: You may bid 100% of this cleaning contract.
- Question:** Is this bid Bond required with our Bid or if afterwards awarded?
Answer: Bid Bond is to accompany your Bid proposal.
- Question:** Please confirm if the grand total of units is 444 - (University Village Apartments-300 units & Courtyard apartments 144 units)?
Answer: Yes.

8. **Question:** Please clarify if we propose to provide a security Service on-site while performing the cleaning?
Answer: No.
9. **Question:** In the event a subcontractor is not able to perform duties, what are the guidelines to replacing them?
Answer: Identified in RFP See article (58) page 29.
10. **Question:** May the contractor use a fellow bidder or subcontractor?
Answer: Yes
11. **Question:** Are there any permits required?
Answer: No except State of Delaware business license, etc. as referred in the RFP.
12. **Question:** Requesting further explanation. Would this be per laborer or how many hours overall, we anticipate per week?
Answer: Both
13. **Question:** What is the schedule of values? Please explain in simpler terms
Answer: Does not apply to this RFP
14. **Question:** Does the owner need any supporting documentation along with this form? Furthermore, is the contractor required to conduct mandatory random drug test?
Answer: See article 42 of page 25 of RFP for Drug testing requirements.
15. **Question:** Will the owner provide the contractor with a storage space for materials etc.? Furthermore, will the owner provide a dumpster or trash removal agency for trash, debris, carpet, tile etc.
Answer: Yes a storage area will be provided and a dumpster(s) for trash removal stationed throughout the university can be utilized.
16. **Question:** How many square feet is each unit in both complexes?
Answer: Identified in the RFP.
17. **Question:** Does all carpet and tile need to be replaced? If not, can carpet or tile in fair condition be deep cleaned and/or extracted?
Answer: In accordance with this RFP, all carpet is to be deep cleaned.
18. **Question:** Does the contractor have to paint all units, no matter the conditions?
Answer: Not applicable with this RFP.

19. **Question:** There are three different phases outlined. Does the contractor have to also create a schedule broken up into 3 different phases? Also, what date will most of the units be available for work? Lastly, what does “purge student vacancy” mean and will there be a large turnover after the last stage in August 15th.

Answer: No. June 1, 2018 and purge student vacancy is when a student is removed from campus suddenly and their resident needs to be cleaned immediately so that it may be occupied by another incoming.

20. **Question:** After contractor has been awarded, may contractor ask owner any further questions?

Answer: Yes

21. **Question:** When does the Material Safety Data Sheet have to be turned in? Also, if materials for flooring are purchased after the bid has been awarded and before work has started, may contractor turn them in?

Answer: The MSDS sheet should be submitted once the contract has been awarded and prior to commencement of work to be performed.

22. **Question:** Will there be a list of contacts provided to contractor with names and phone numbers of housekeeping contractor, architect, etc?

Answer: Yes