

Delaware State University
Addendum No. 02

Date: 9/28/2026

Project: Mechanical and Controls Maintenance Services

Contract: DSU260817

The work herein shall be considered part of the bid documents for the referenced project and carried out in accordance with the following supplemental instructions issued in accordance with the Contract Documents, without change in Contract Sum or Contract Time. Acknowledge receipt of the addendum on the bid form as indicated.

Questions and Answers:

1. Are you looking for the awardee to have their team on site full-time
Yes, refer to the RFP.
2. Does coverage outside of your requested 8a-4:30p solely rely on call-in support? **No. Personnel will be assigned to the site during the specified hours.**
3. If so, do you have data on the quantity of maintenance activities that occurred in 2025 outside of 8a-4:30p? **This information is not available.**
4. Who plans/schedules the work? **The awarded vendor will coordinate and schedule the work in agreement with DSU Management.**
5. Which CMMS do you use? **The awarded vendor will use its own CMMS and will be responsible for providing weekly reports to management.**
6. How would you rate the accuracy of parts in CMMS compared to physical inventory? **N/A, refer to question 5**
7. Are you satisfied with your current CMMS or interested in awardee introducing options? **N/A**
8. Who records maintenance activities in the CMMS? **Awarded Vendor with weekly updates to management**
9. Who supplies the parts for the PM's and/or reactive maintenance? **The awarded vendor**
10. Will the parts for the PM's be on hand? **Managed by awarded vendor**
11. What were subcontractor costs for the assets in SOW for 2025? **N/A**
12. How are sub-contractor invoiced, ie; directly to DSU or awardee? **Subcontractors will be invoiced directly to the awarded vendor for services supporting the SOW. Any work outside the scope of work will require prior approval from DSU Management.**
13. If invoiced to the awardee, what was the amount invoiced within this scope for 2025?

We do not disclose pricing information

14. Which maintenance services are currently outsourced? **This information is not available.**

15. Who are the current service providers for:

- a. HVAC systems
- b. Fire alarm systems
- c. Fire suppression systems
- d. Sprinkler systems
- e. Electrical systems
- f. Fire Doors
- g. Air compressors and compressed air systems
- h. Boilers & Water Treatment
- i. Janitorial services

If such contracts are currently in place, that information is not applicable to this RFP.

16. Is there a dedicated maintenance shop onsite? **Yes**

17. What maintenance tools currently exist onsite? **The awarded vendor will be responsible for providing the required maintenance tools.**

18. Is there a designated spare parts inventory or storeroom? **Storage space is available.**

19. If so, is the storeroom secured with limited access for applicable employees only? **Yes**

20. Have critical spare parts been formally identified for key operational equipment? **N/A**

21. If so, are the critical spares set up in your CMMS with min/max for auto ordering? **The awardee decision should be based on ensuring that all required equipment is included and accounted for.**