

**ALABAMA A&M
UNIVERSITY NOTICE TO
BIDDERS**

REQUEST FOR PROPOSALS #P0020

FACILITIES SERVICES



OFFICE OF FACILITIES & CAPITAL PROJECTS

A L A B A M A A G R I C U L T U R A L & M E C H A N I C A L U N I V E R S I T Y

RFP# P0020

Addendum IV

Answer to Questions

1. Is there an existing A&M dedicated Phone Room for dispatching purposes? **No**
2. Will there be any need for additional office space / storage space other than what A&M will provide to the supplier? **No**
3. Will radios and Dispatch Base Station be provided by A&M? **No**
4. Will A&M CMMS be upgraded over the course of the Contract to allow generation of KPI, trending, and data analysis inside the program? Site visit comments were that the raw data would be provided to Supplier and require manipulation in excel or other program for KPI, etc. **No**
5. Will inventory be maintained within the CMMS or developed and maintained outside the CMMS? **It is the responsibility of the vendor to provide a CMMS system.**

6. Is there an existing Hazard Communication file and SDS copies that will transfer to the new Supplier? **No, this is the responsibility of the vendor to have a program that complies with the requirements of ADEM.**
7. Are there existing machine Lock-out procedures in place that will transfer to the new supplier? **No, this is the responsibility of the vendor to develop and present to the Owner.**
8. Is there a current "Equipment out of service" process that will transfer to the new Supplier? **No, this is the responsibility of the vendor to develop and present to the Owner.**
9. Are there any existing Standardized Work Instructions detailing the requirements of tasks to be performed under the Work Orders? **No, this is the responsibility of the vendor to develop and present to the Owner.**
10. How many service calls after hours? (Any relevant data available?) **This data is not available**
11. Who is responsible for Filter management? **The University**
12. How many lock smith calls are typical on a weekly basis? (Any relevant data available?) **This data is not available**
13. What is the average number of weekly after hours calls? **This data is not available**
14. Of the afterhours calls, can you break down how many are plumbing? HVAC? Electrical? Carpentry? Janitorial? **This data is not available**
15. Who owns the current grounds equipment? If not A+M, can the bidders receive an equipment list to provide this service. **The University owns the current grounds equipment, this data is not available**
16. Are there facilities to house the dispatcher on site? **Yes**
17. Are radios provide for key personnel on property, or are cell phones the method of communication? **The University does not provide communication devices, this is the responsibility of the vendor to develop and present to the Owner.**
18. What is the current CMMS system used? **Aramark System** Will it remain? **No**
19. Does the CMMS tie into the dispatch system for work orders? Other words, is it the same or different? **See comment 18**
20. Are after hour calls broken down into priority to ensure the proper level of response? If so, who makes that decision? **This is the responsibility of the vendor to develop and present to the Owner.**
21. IS there an onsite mechanic's shop? **Yes**
22. Will the existing A+M Tool inventory be transferred to the new Supplier along with on hand spare parts? **Yes**
23. How are "Efficiency Proposals" to be analyzed, documented, and paid? **This is a service that is offered by the vendor**
24. Will the new supplier be 100% responsible for all trades work, or will A+M source out any service or project work directly? **Refer to the duties in the RFP**
25. Is a filter management program part of this bid proposal and part of the planned PM's? **No**
26. What is the process to level up the quality in areas that are not to standard? Should the supplier plan to complete it during the first 6 months, or will there be episodic funding to complete? **This is the responsibility of the vendor to develop and present to the Owner.**

27. Is a licensed horticulturist or botanist required on staff? **This is the responsibility of the vendor to develop and present to the Owner.**
28. Will there be dedicated administrative offices / warehouse / storage provided by A&M? (Is this the current Aramark office building?) **The space that is served by the current vendor will be used.**
29. With reference to the vendor Questionnaire - Please explain what eligible entities references in the following question, "Describe how your company will demonstrate the benefits of this contract to eligible entities if awarded". **This is the responsibility of the vendor to develop and present to the Owner.**
30. With reference to the vendor Questionnaire - Please explain the expectation, " how does your company plan to market this agreement to existing government customers." **This is the responsibility of the vendor to develop and present to the Owner.**
31. Are mechanical building plans available? **No**
32. What are the requirements for onsite staffing during sporting events? **All sporting events are the responsibility of the vendor to provide services as needed.**
33. What are the requirements for onsite staffing during graduation, ceremonies etc.? **Same as comment 32.**
34. What will be the process of Tier 1 vendors after the contract is awarded? **This is not a part of this RFP.**
35. Is there a specific format that the pricing should be provided for this RFP bid? **No**

Janitorial & Grounds

36. Please provide the current campus headcount for students and faculty. **Approximately 6800**
37. Please provide the flooring type in each area listed in the scope of work i.e. vinyl, ceramic tile, carpet etc. **This information is not available.**
38. Please provide the total sq. ft of carpet to be cleaned on a quarterly basis as listed in the Floor Care section of the scope of work. **This information is not available.**
39. Please confirm that A&M will provide all trash containers and receptacles throughout the campus. **The university only provides 6yd and 8yd dumpsters.**
40. Are dorms co-ed? **No** If not, do housekeepers need to be the same gender of the residents for cleaning work in the dorms? **Yes**
41. What are the requirements for all employees to sign in and out daily? **This is the responsibility of the vendor to develop and present to the Owner.**
42. What is the process to level up the quality in areas that are not to standard? Should the supplier plan to complete it during the first 6 months, or will there be episodic funding to complete? **This is the responsibility of the vendor to develop and present to the Owner.**
43. Is there a need for additional COVID sanitization on a case-by-case basis? If so, will this be covered on a separate PO? **This is the responsibility of the vendor to develop and present to the Owner.**
44. Please provide the flooring type and square footage in each area listed in the scope of work i.e. vinyl, ceramic tile, terzano, carpet etc. **This information is not available.**

45. Please confirm that A+M will provide all trash containers and hoppers throughout the facility.
This is the responsibility of the vendor to develop and present to the Owner.
46. Please provide the number of fixtures in each restroom in each building. This information is not available.
47. Who is responsible for the paper towel dispensers / paper product dispensers? This is the responsibility of the vendor to develop and present to the Owner.
48. Please provide a breakdown of the 240 apartments to be cleaned during the period from June 15 to August 1. How many 1 bedroom, 2 bedroom & 3 bedroom apartments are there
48-1BR
176 -2BR
16-3BR

End of Addendum 4