



UNIVERSITY OF NORTH CAROLINA AT WILMINGTON  
PURCHASING SERVICES

## IMPORTANT ADDENDUM

Date Addendum Issued: November 15, 2023

**FAILURE TO RETURN THIS SIGNED ADDENDUM IN ACCORDANCE WITH INSTRUCTIONS MAY SUBJECT YOUR BID/PROPOSAL TO REJECTION.**

Bid/RFP No. 72-PAMR24009

Addendum No.: **03**

Purchasing Agent: Amanda M. Rose

Commodity: UNCW As Needed and Emergency  
Transportation Services

Using Agency: **UNCW**

Opening Date: December 5, at 1:00 PM ET

### **I. INSTRUCTIONS:**

This Addendum forms a part of the Bidding Documents and modifies the Contract Documents with amendments and additions noted below.

#### **A. Questions & Answers**

1. How often will service be needed for "other than emergency" events? (Sports, student activities) **There is no set schedule for the services, they are "as needed".**
2. Are there any incumbents? If so, could you provide their name, and the contact number? **There is currently not an incumbent vendor.**
3. Would it be of any advantage or disadvantage to us that our buses are ran on bio friendly fuel? **Please see the Evaluation Criteria, Section 3.4, this is how the submitted proposal will be evaluated.**
4. Do you have a minimum number of days for each event (Emergency Transportation Services)? If so, how many days? **No, there is not a minimum number of days.**
5. When does the hourly rate start? **Please see the revised Attachment A: Pricing Page.**
6. For each event, is it paid per round trip, is that correct? If so, those dates between the pickup date and return date, is pay per hour? Each day means 24 hrs, i.e. Hourly rate x 24 hrs x number of days to return? Example: pickup (first day and drop off in another location; then returning 03 days after); means: hourly rate x 24 hrs x 3 days? If negative, what is the payment for that? **Please see the revised Attachment A: Pricing Page.**
7. How many vehicles are needed for each event (with up to 38 pax and up to 50 pax)? **The number of vehicles needed for each event will depend upon the number of passengers per event. This information will be shared when requesting availability.**

8. Are the hotels or rooms in the campus provided per University of North Carolina at Wilmington during this time? **The University may reserve a room for the bus driver when making hotel reservations. However, the University reserves the right for the bus driver to make their own accommodation. This information will be shared when requesting availability.**
9. Do you have a current transportation provider or providers? If so, who is that (those)? **No, there is currently not an incumbent vendor.**
10. What are the current rates with your current vendor (s)? **There is currently not an incumbent vendor.**
11. Can this BID be awarded to multiple vendors? **Yes, this bid can be awarded to multiple vendors.**
12. Are you able to send the BIDS submitted for our public records and study to future and better rates? **You may request to see the bids after the bid has been awarded. A Freedom of Information request would have to be submitted to the University.**

## **B. Attachment A: Pricing Page**

Please see the updated Attachment A: Pricing Page attached to the addendum.

Execute Addendum:

VENDOR: \_\_\_\_\_

AUTHORIZED SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

NAME and TITLE (Typed): \_\_\_\_\_

ADDRESS (CITY, STATE & ZIP): \_\_\_\_\_

## ATTACHMENT A: PRICING

Proposers must provide pricing for Emergency Transportation Services in accordance with Scope of Work, Section 5.0 of this RFP. Proposers can provide pricing for either A, B, or, C below depending on the Proposer's capabilities.

### A. Minimum 38-Capacity Passenger Bus

Cost not to exceed \$\_\_\_\_\_ per mile (to be filled in by vendor)

Cost not to exceed \$\_\_\_\_\_ per hour (to be filled in by vendor)

Cost not to exceed \$\_\_\_\_\_ per day (to be filled in by vendor)

### B. Minimum 50-Capacity Passenger Bus

Cost not to exceed \$\_\_\_\_\_ per mile (to be filled in by vendor)

Cost not to exceed \$\_\_\_\_\_ per hour (to be filled in by vendor)

Cost not to exceed \$\_\_\_\_\_ per day (to be filled in by vendor)

### C. 12-15 Passenger Bus / Van

Cost not to exceed \$\_\_\_\_\_ per mile (to be filled in by vendor)

Cost not to exceed \$\_\_\_\_\_ per hour (to be filled in by vendor)

Cost not to exceed \$\_\_\_\_\_ per day (to be filled in by vendor)

### Delivery Schedule

Indicate the number of calendar days needed to commence the Services from the execution of the services agreement:

\_\_\_\_\_ Calendar Days