

The University of North Carolina at Greensboro  840 Neal Street  Greensboro, NC 27403	<b>ADDENDUM # 1</b>
	<b>IFB # 69-LK241001</b> <b>Kitchen Exhaust Systems Cleaning &amp; Services - 24</b> <b>Q&amp;A Addendum</b>
	Commodity: 76111605 Exhaust Hood or Fan Cleaning
	Using Agency Name: UNCG Facilities Operations
	Date: November 7, 2024
The following answers are to the questions received on or before November 6, 2024.	

A signed copy of this addendum must be returned with your bid package. Failure to submit a signed copy of this addendum will result in rejection of your bid.

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\_\_\_\_\_

Company

Signature

Date

1.	<b>Q. Please confirm if “Bi-Monthly” is a two-time-per-month service or every two-month service.</b>
	A. Bi-monthly means twice a month.
2.	<b>Q. Can we subcontract suppression inspection, service, and repairs?</b>
	A. Yes
3.	<b>Q. Emergency call back response is requesting within ½ hour. It states the contractor must be on-site within 1 hour. What happens if the contractor cannot be onsite within 1 hour?</b>
	A. Emergency call back is mainly for the fire suppression vendor. There are generally no reasons for the hood cleaners to be called in for an emergency.
4.	<b>Q. If the contractor leaves all areas in a clean condition, what equipment would be requested to be cleaned?</b>
	A. Any equipment that you have worked on or dirtied in the process of cleaning would need to be cleaned.
5.	<b>Q. Can you please provide the amount of the current/last awarded contract?</b>
	A. Pricing of the current contract and 2021 annual spend can be made available; however, Procurement Services is not at liberty to readily disclose that information. What the requesting bidder would need to do is submit a Freedom of Information Act (FOIA) request via <a href="https://uncgreensboro.nextrequest.com">https://uncgreensboro.nextrequest.com</a> . Please note that this request may take some time as it routes through the UNCG Office of General Counsel, and Procurement Services cannot guarantee that the information will be delivered prior to the bid opening date. Please keep in mind that the rates established are from 3 years ago and may not reflect the current market.

## 6. Q. Who is the current Provider and how long have they been providing services?

Same answer as Question 5.

## 7. Q. Page 6 – Section 2.6 – Can you post a copy of the sign-in sheet from the pre-bid meeting?

A.

Mandatory Pre-Bid Sign In Sheet					
Bid # LK241001 Kitchen Exhaust Systems Cleaning & Services – 24					
Date & Time: October 30, 2024 at 2:00 PM ET					
Location: Moran Commons (Dining Facilities Conference Rm 122) 1209 North Drive, Greensboro NC 27412					
Time In	Name	Business Name	Address	Phone	Email
1:35pm	RYAN NEAS	KEPT COMPANIES	100 DSWINOW DRIVE SUITE 108 MORRISVILLE, NC	813-918-9149	ERICKS@KEPTCOMPANIES.COM
1:42pm	Brandon Corey	C.F.M Commercial Facility Maint.	1601 Greene Highway Kinston NC 28504	252-933-5268	CFMNC@Icloud.com
1:35pm	Kelly Floyd Walt Vickers	Hoodz of the Triangle	5817 Triangle Dr Raleigh NC 27617	910-556-4121	Kelly.Floyd@Hoodz.us.com
2:00	Sam Baird	Exhaust CLEAN	PO Box 239 Morrisville, NC	(919) 821-6112	Service@Exhaustclean.com
1:55	Tracy Love	Preferred Service LLC	1907 Nuggett Road High Point, NC 27263	336-340-9381 800-775-9624	Hove@PreferredServiceLLC.com
	Brian Trotter	Preferred Service LLC	" " "	336-382-4820 Cell phone 800-775-9624	btrotter@preferredserviceilc.com
	Amanda Gordon	Preferred Service LLC	" " "	336-906-6410 800-775-9624	agordon@preferredserviceilc.com
2:10	Zach Johnson Matt	Sasser Restoration	7237 PACE DR Whitsett, NC 27377	336 430 0863	Zjohnson@sasser247.com
Time In	Name	Business Name	Address	Phone	Email
	Matt Lampert	Sasser Restoration	7237 PACE DR	336 260 3624	MLampert@sasser247.com

## 8. Q. Page 11 – Section 4.1 – What was the current providers pricing for the hood cleaning?

A. Same answer as Question 5.

## 9. Q. Page 14 – Section 5.4 – In the SOW it says to clean Grease filters, however on site visit it was mentioned that university team cleans them. Can you please verify.

A. You will not be responsible for cleaning the filters. They will be cleaned by the kitchen staff.

## 10. Q. Page 14 – Section 5.4 – Are pilot lights to be relit by vendor or university team?

A. If you have turned off a pilot light, the pilot light should be relit by the vendor before you leave the area.

11.	<p><b>Q. Page 15 – Section 5.5 – In the SOW is says to clean at roof access, however on site visit it was mentioned that we were not cleaning at roof access. Please provide clarification of SOW for Upstairs/Roof Work in Section 5.5.</b></p> <p><b>A. UNCG’s Facilities technicians perform all of the fan duties that involve getting on the roof.</b></p>
12.	<p><b>Q. Moran Commons, Breakfast Systems, Page 22 – On the IFB, the Breakfast systems are currently listed as two systems. Upon reviewing the setup, we’ve identified that it actually comprises four separate 8x5 systems, with some systems on different cleaning intervals. Would it be acceptable for us to submit pricing based on each individual system rather than combining them? We believe this approach would provide a clearer and more accurate representation of the costs based on the unique maintenance needs of each system.</b></p> <p><b>A. Yes. Attachment A – Pricing chart has been revised.</b></p>
13.	<p><b>Q. Moran Commons, Main Kitchen Systems, Page 22 – On the IFB, the Main Kitchen systems are currently listed as two systems. Upon reviewing the setup, we’ve identified that it actually comprises four separate 16x5 systems, with some systems on different cleaning intervals. Would it be acceptable for us to submit pricing based on each individual system rather than combining them? We believe this approach would provide a clearer and more accurate representation of the costs based on the unique maintenance needs of each system.</b></p> <p><b>A. Yes. After re-measuring, there are four (4) 10x5 ANSUL in hood. Attachment A – Pricing chart has been revised.</b></p>
14.	<p><b>Q. Moran Commons, Breakfast Systems, Page 22 – a 5x5 ANSUL in box is not currently listed on the IFB. Could you please confirm if we might be overlooking any details regarding this system in the provided documents? If not, we would like to ensure that it is added to the bid.</b></p> <p><b>A. Yes, this is part of the breakfast station and has an ANSUL in hood. Attachment A – Pricing chart has been revised.</b></p>
15.	<p><b>Q. All Systems, Pages 22-23 – Clarification is needed regarding the inclusion of Duct Access Panel (DAP) quotes for systems that require these panels to be cleaned. Some of these systems are on different cleaning schedules from the duct access panels themselves (i.e., Mongolian 8’ Round is cleaned at monthly interval whereas the DAPs are cleaned at a quarterly interval).</b></p> <p><b>1. Could you please advise on the best approach for quoting these panels when their cleaning frequency differs from that of the overall system?</b></p> <p><b>2. For panels that are cleaned at the same frequency as the system, should that pricing just be included in the overall system cleaning?</b></p> <p><b>A. 1. Please clean all panels at the same frequency as the systems.</b></p> <p><b>2. Yes, include the pricing in the overall system cleaning.</b></p>

16.	Q.	<b>All Systems, Page 22-23 – In reviewing the bid requirements, we noticed that some systems we currently service are on a different cleaning frequency than specified in the IFB (i.e. Pasta 5x5 hood is currently cleaned at an annual interval but is listed as semi-annual on the IFB). Could you please confirm whether we should base our quotes on the IFB’s state frequency, or if it would be preferable to quote according to the current cleaning schedule?</b>
	A.	Frequency should be based on the IFB.
17.	Q.	<b>We noticed that there is no line item included for the installation of duct access panels. Would it be possible to include this in the additional items section for pricing, similar to hinge kit installations?</b>
	A.	Yes. Attachment A – Pricing chart has been revised.
18.	Q.	<b>The item line for 101-30 Cartridges, those Cartridges are no longer in production. Given this, would you prefer we leave the pricing for these items blank, or is there another way you would like us to proceed?</b>
	A.	You can either leave the pricing blank for the 101-30 Cartridges or provide the price for current replacement cartridge and indicate the Cartridge number.
19.	Q.	<b>The item line for Nozzle caps, there are two different types of nozzle caps available, a Teflon and a metal cap. Each nozzle cap will have a price point. To ensure accurate pricing, can a separate item line be added for each type?</b>
	A.	UNCG currently has a mix between metal and rubber nozzle caps. We would request that pricing be made based on the vendor’s preference for the application. If pricing for either metal or rubber nozzle caps, please indicate which on the pricing attachment.

## **REVISED ATTACHMENT A: PRICING**

### **FURNISH AND DELIVER: Kitchen Exhaust Systems Cleaning & Services Costs**

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**Material:** A detailed list of materials and the cost of the material must be included in the estimate. This should include the make model and spec sheets for the respective units. A copy of all invoices for materials purchased by the Vendor for the project must be attached to the UNCG invoice for partial or final project payment.

**Labor Rates:** Labor hours will only be billed for actual time at the job site on UNCG's campus. Rates should cover all Contractor expenses except for material and specialty equipment. Transportation for employees and equipment (for example truck(s) and trailer), travel time, millage, vehicle fees, all hand tools and hand power tools will be included in the labor rate at no extra cost to the State.

**Invoices:** Invoices associated with this contract and associated purchase order(s) must include detailed material, labor, and equipment, and sub-contract costs in accordance with the rate schedules above including number of hours for each labor classification and copies of material and equipment, and sub-contract invoices.

**Note:** At the discretion of the UNCG Facilities Representative, the cleaning schedule for each facility may be revised at any point during this contract period to account for periodic closures of the respective facilities. Vendor will be asked to submit a quote on any new areas, and if agreed upon between the Vendor and the UNCG Facilities Representative, an addendum will be issued to add areas to the contract. For any areas that are removed, whether permanently or temporarily, invoices will be adjusted based on the pricing submitted on your proposal.

Pricing Charts for Attachment A: Pricing begin on the next page. *Pricing Charts were revised to include items from Q&A.*

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**REVISED ATTACHMENT A: PRICING**

Hood Location	Hood Details	Inspection Frequency	Per Cleaning Price	Total Annual (Base Year)	Option Year #1	Option Year #2
<b><u>Moran Commons</u></b>				% increase-->		
Salad Bar	7x5 ft grill hood, ANSUL in hood	Semi-annual				
Bakery	5x5 ft broiler hood, no ANSUL	Semi-annual				
Rooted	15x5 ft broiler hood, ANSUL in hood	Quarterly				
Pizza	8x8 ft broiler hood, ANSUL in box	Quarterly				
Pasta	5x5 ft grill hood, ANSUL in hood	Semi-annual				
	12x5 ft broiler hood, ANSUL in box	Semi-annual				
Homestyle	17x5 ft grill hood, ANSUL in hood	Quarterly				
Delicious Without	5x5 ft grill hood, ANSUL in hood	Semi-annual				
	5x5 ft broiler hood, ANSUL in box	Semi-annual				
Deli	5x5 ft, ANSUL in box	Semi-annual				
Burger 336	16x5 fryer hood, ANSUL in box	Monthly				
	5x5 ft boiler hood, ANSUL in box	Monthly				
	5x5 ft boiler hood, ANSUL in box	Semi-Annual				
Mongolian	16x5 broiler hood, ANSUL in box	Quarterly				
	8 ft round, ANSUL in box	Monthly				
Breakfast	5x5 ft, ANSUL in hood	Quarterly				
	8x5 ft, ANSUL in hood	Quarterly				
	8x5 ft, ANSUL in hood	Quarterly				
	8x5 ft, ANSUL in hood	Quarterly				
	8x5 ft, ANSUL in hood	Quarterly				
Main Kitchen	10x5 ft fryer hood, ANSUL in hood	Quarterly				
	10x5 ft fryer hood, ANSUL in hood	Quarterly				
	10x5 ft fryer hood, ANSUL in hood	Quarterly				
	10x5 ft fryer hood, ANSUL in hood	Quarterly				

Hood Location	Hood Details	Inspection Frequency	Per Cleaning Price	Total Annual (Base Year)	Option Year #1	Option Year #2
Kitchen Bakery	13x5 ft, ANSUL in hood	Semi-annual				
Panda Express	16x5 ft fryer hood, ANSUL in box	Quarterly				
<b><u>Elliott University Center</u></b>						
Salsaritas	11x5 ft, ANSUL in box	Semi-annual				
Buffalo Wild Wings	12x5 ft, ANSUL in box	Quarterly				
	5x5 ft, ANSUL in box	Semi-annual				
Pita Delite	5x5 ft, ANSUL in box	Quarterly				
	6x5 ft fryer hood, ANSUL in box	Quarterly				
Crave	5x5 ft, ANSUL in box	Semi-annual				
Service Kitchen	12x5 ft, ANSUL in box	Bi-monthly				
	12x5 ft, ANSUL in box	Bi-monthly				
Catering Kitchen	12x5 ft, ANSUL in box	Quarterly				
Chick-Fil-A	12x5 ft, ANSUL in box	Bi-monthly				
	5x5 ft fryer hood, ANSUL in box	Bi-monthly				
<b><u>Jefferson Residence</u></b>						
Bojangles	9x5 ft fryer hood, ANSUL in hood	Quarterly				
	8x5 ft, ANSUL in hood	Quarterly				
	7x5 ft vent hood, no ANSUL	Quarterly				
<b><u>Lexington Residence</u></b>						
Suite 115 Soul Food	14x5 ft, ANSUL in hood	Semi-annual				
Suite 117 Soul Food	12x5 ft, ANSUL in hood	Quarterly				
Suite 201 Don Gala	16x5 ft, ANSUL in hood	Quarterly				
<b><u>McCormick Residence</u></b>						
Suite 101 BestWay	11x5 ft, ANSUL in hood ( <i>rarely used</i> )	Annual				
Suite 102 Happy Bowl	12x5 ft, ANSUL in box	Quarterly				
<b>Hood Cleaning Grand Total</b>						

Fire Service Inspection			Total Annual (Base Year)	Option Year #1	Option Year #2
Semi-Annual Kitchen Suppression System Inspection	\$ _____ each	x 32 systems			
Semi-Annual Fire Suppression System Inspection	\$ _____ each	x 32 systems			
Semi-Annual Fusible Links (service as needed: link line adjustment, internal cylinder adjustment)	\$ _____ each	x 99 links			
Service Call Fee	\$ _____ each				
Estimated cost for other parts not included, yet needed in the performance of Semi-Annual service:					
Nozzle Caps, metal	\$ _____ each				
Nozzle Caps, rubber	\$ _____ each				
101-30 Cartridge	\$ _____ each				
Alternate Cartridge for 101-30 _____	\$ _____ each				
Double Tank Cartridge	\$ _____ each				
Link Line Crimp Change	\$ _____ each				
Burst Disk Replacement	\$ _____ each				
Remote Pull Break Rod Replacement	\$ _____ each				
Fire Service Inspection Grand Total					



### Additional Items/Services

Duct Access Panel Installation (including materials and labor)	\$_____ each	per hood
Hinge Installation (including materials and labor)	\$_____ each	per hood
Hold-open Retainer (including materials and labor)	\$_____ each	per hood
Handle(s) Installation (including materials and labor)	\$_____ each	per hood
Emergency Service Call (Fire Emergency Only)	\$_____ each	as needed
DRIPLC Tray System	\$_____ each	per hood
DRIPLC Replacement Filter (Tray System)		
-- Broiler Fan - Quarterly	\$_____ each	per hood
-- Fryer Fan – Semi-Annual @ Regular Scheduled Quarterly Service	\$_____ each	per hood
DRIPLC High-Volume Drip Pale System (including materials and labor)	\$_____ each	per hood
DRIPLC PVC Drain Adaptor (including materials and labor)	\$_____ each	per hood
DRIPLC Original Adaptor (including materials and labor)	\$_____ each	per hood
DRIPLC Flat Plate Adaptor (including materials and labor)	\$_____ each	per hood