



STATE OF NORTH CAROLINA

The University of North Carolina Asheville

Request for Proposal #: 64-808

On-Campus Laundry Service

Date of Issue: February 23, 2024

Proposal Opening Date: March 28, 2024

At 2:00 PM ET

Direct all inquiries concerning this RFP to:

Lane Brown

Purchasing Agent

Email: Lbrown@unca.edu

Phone: 828-232-2285



STATE OF NORTH CAROLINA

Request for Proposal

64-808

For internal State agency processing, including tabulation of proposals, provide your company's eVP (Electronic Vendor Portal) Number. Pursuant to G.S. 132-1.10(b) this identification number shall not be released to the public. **This page will be removed and shredded, or otherwise kept confidential**, before the procurement file is made available for public inspection.


**This page shall be filled out and returned with your proposal.
Failure to do so may subject your proposal to rejection.**

Vendor Name

Vendor eVP#

Note: For a contract to be awarded to you, your company (you) must be a North Carolina registered vendor in good standing. You must enter the vendor number assigned through eVP (Electronic Vendor Portal). If you do not have a vendor number, register at <https://vendor.ncgov.com/vendor/login>

Electronic responses ONLY will be accepted for this solicitation.

AGENCY: THE UNIVERSITY OF NORTH CAROLINA ASHEVILLE			
REQUEST FOR PROPOSALS NUMBER: 64-808			
Refer all inquiries to Lane Brown, Purchasing Agent			
<u>Lbrown@unca.edu</u>	Phone: 828-232-2285	Fax: 828-251-6743	
Deadline to submit responses to this RFP: 3/28/2024 at 2:00 p.m.			

EXECUTION

In compliance with this Request for Proposals (RFP), and subject to all the conditions herein, the undersigned Vendor offers and agrees to furnish and deliver any or all items upon which prices are bid, at the prices set opposite each item within the time specified herein.

By executing this proposal, the undersigned Vendor understands that false certification is a Class I felony and certifies that:

- this proposal is submitted competitively and without collusion (G.S. 143-54),
- none of its officers, directors, or owners of an unincorporated business entity has been convicted of any violations of Chapter 78A of the General Statutes, the Securities Act of 1933, or the Securities Exchange Act of 1934 (G.S. 143-59.2), and
- it is not an ineligible Vendor as set forth in G.S. 143-59.1.

Furthermore, by executing this proposal, the undersigned certifies to the best of Vendor's knowledge and belief, that:

- it and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal or State department or agency.

As required by G.S. 143-48.5, the undersigned Vendor certifies that it, and each of its sub-Contractors for any Contract awarded as a result of this RFP, complies with the requirements of Article 2 of Chapter 64 of the NC General Statutes, including the requirement for each employer with more than 25 employees in North Carolina to verify the work authorization of its employees through the federal E-Verify system.

As required by Executive Order 24 (2017), the undersigned vendor certifies will comply with all Federal and State requirements concerning fair employment and that it does not and will not discriminate, harass, or retaliate against any employee in connection with performance of any Contract arising from this solicitation.

G.S. 133-32 and Executive Order 24 (2009) prohibit the offer to, or acceptance by, any State Employee associated with the preparing plans, specifications, estimates for public contracts; or awarding or administering public contracts; or inspecting or supervising delivery of the public contract of any gift from anyone with a contract with the State, or from any person seeking to do business with the State. By execution of this response to the RFP, the undersigned certifies, for Vendor's entire organization and its employees or agents, that Vendor is not aware that any such gift has been offered, accepted, or promised by any employees of your organization.

By executing this proposal, Vendor certifies that it has read and agreed to the **INSTRUCTION TO VENDORS** and the **NORTH CAROLINA GENERAL TERMS AND CONDITIONS incorporated herein**. These documents can be accessed from the ATTACHMENTS page within this document.

Failure to execute/sign proposal prior to submittal may render proposal invalid and it MAY BE REJECTED. Late proposals shall not be accepted.

COMPLETE/FORMAL NAME OF VENDOR:		
STREET ADDRESS:	P.O. BOX:	ZIP:
CITY & STATE & ZIP:	TELEPHONE NUMBER:	TOLL FREE TEL. NO:
PRINCIPAL PLACE OF BUSINESS ADDRESS IF DIFFERENT FROM ABOVE (SEE INSTRUCTIONS TO VENDORS ITEM #21):		
PRINT NAME & TITLE OF PERSON SIGNING ON BEHALF OF VENDOR:		FAX NUMBER:
VENDOR'S AUTHORIZED SIGNATURE*:	DATE:	EMAIL:

VALIDITY PERIOD

Offer shall be valid for at least sixty 60 days from date of bid opening, unless otherwise stated here: _____ days, or if extended by mutual agreement of the parties in writing. Any withdrawal of this offer shall be made in writing, effective upon receipt by the agency issuing this RFP.

ACCEPTANCE OF PROPOSAL

If your proposal is accepted, all provisions of this RFP, along with the written results of any negotiations, shall constitute the written agreement between the parties ("Contract"). The NORTH CAROLINA GENERAL TERMS AND CONDITIONS are incorporated herein and shall apply. Depending upon the Goods or Services being offered, other terms and conditions may apply, as mutually agreed.

FOR STATE USE ONLY: Offer accepted and Contract awarded this _____ day of _____, 20____, as indicated on

The attached certification, by _____.

(Authorized Representative of The University of North Carolina Asheville)

Vendor Checklist

By signing the Execution Page of this RFP, you are acknowledging the following items have been reviewed, signed and attached with Vendor response.

Failure to include this information with bid response may render proposal invalid and it **MAY BE REJECTED**.

Initials	Description
	<u>Pricing – Attachment A</u>
	<u>Instructions to Vendor – Attachment B</u>
	<u>North Carolina General Terms & Conditions – Attachment C</u>
	<u>HUB Supplemental Vendor Information – Attachment D</u>
	<u>Customer References – Attachment E</u>
	<u>Location of Workers – Attachment F</u>
	<u>Certification of Financial Condition – Attachment G</u>
	<u>Equipment List – Attachment H</u>
	<u>Invoices – Section 4.2</u>
	<u>Vendor Experience – Section 4.5</u>
	Any Published Addenda on the electronic Vendor Portal (eVP) for this RFP

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1.0 PURPOSE AND BACKGROUND

The University of North Carolina Asheville is North Carolina's designated public liberal arts and sciences university and one of the 17 excellent, diverse, and accessible institutions of the UNC System. UNC Asheville's relationship-driven education prepares students for lives of leadership and service with an emphasis on critical thinking, clear and thoughtful expression, applied research, community engagement, free and open inquiry, and undergraduate and graduate programs that address the most pressing issues of our time. Through small class sizes, close collaboration, and high-impact experiences, we are preparing the next generation of leaders and productive citizens to serve North Carolina and the nation.

The University of North Carolina Asheville Office of Housing & Residence Life, (hereafter referred to as University) seeks proposals from qualified Vendors (hereafter referred to as Vendor) to provide open laundry services within University owned or operated housing facilities. Approximately 1600 residential students use laundry services currently. Laundry services shall include the provision of equipment, maintenance of equipment, and general upkeep of the laundry facilities listed in [Attachment H](#). Laundry machines must have a notification system accessible by wireless devices. Details in Section 5.

The intent of this solicitation is to award an Agency Specific Contract.

1.1 CONTRACT TERM

The Contract shall have an initial term of six (6) years, beginning on the date of contract award (the "Effective Date"). Equipment shall be installed and ready for use between June 24 and July 5, 2024. Specific details of installation of equipment will be agreed on between awarded Vendor and University by May 17, 2024.

At the end of the Contract's initial term, UNC Asheville shall have the option, in its sole discretion, to renew the Contract on the same terms and conditions for one (1) additional two-year term. UNC Asheville will give the Vendor written notice of its intent to exercise each option no later than ninety (90) days before the end of the Contract's then-current term. In addition to any optional renewal terms, and with the Vendor's concurrence, UNC Asheville reserves the right to extend the Contract after the last active term.

Proposals shall be submitted in accordance with the terms and conditions of this RFP and any addenda issued hereto.

2.0 GENERAL INFORMATION

2.1 REQUEST FOR PROPOSAL DOCUMENT

This RFP is comprised of the base RFP document, any attachments, and any addenda released before Contract award, which are incorporated herein by reference.

2.2 NOTICE TO VENDORS REGARDING RFP TERMS AND CONDITIONS

It shall be the Vendor's responsibility to read the Instructions to Vendors, the North Carolina General Terms and Conditions, all relevant exhibits and attachments, and any other components made a part of this RFP and comply with all requirements and specifications herein. Vendors are also responsible for obtaining and complying with all Addenda and other changes that may be issued in connection with this RFP.

If Vendors have questions or issues regarding any component of this RFP, those must be submitted as questions in accordance with the instructions in the PROPOSAL QUESTIONS Section. If UNC Asheville determines that any changes will be made as a result of the questions asked, then such decisions will be communicated in the form of an RFP addendum. The State may also elect to leave open the possibility for later negotiation of specific provisions of the Contract that have been addressed during the question-and-answer period, prior to contract award.

Other than through the process of negotiation under 01 NCAC 05B.0503, the State rejects and will not be required to evaluate or consider any additional or modified terms and conditions submitted with Vendor's proposal or otherwise. This applies to any language appearing in or attached to the document as part of the Vendor's proposal that purports to vary any terms and conditions or Vendors' instructions herein or to render the proposal non-binding or subject to further negotiation. Vendor's proposal shall constitute a firm offer that shall be held open for the period required herein ("Validity Period" above).

UNC Asheville may exercise its discretion to consider Vendor proposed modifications. By execution and delivery of this RFP Response, the Vendor agrees that any additional or modified terms and conditions, whether submitted purposely or inadvertently, shall have no force or effect, and will be disregarded unless expressly agreed upon through negotiation and incorporated by way of a Best and Final Offer (BAFO). Noncompliance with, or any attempt to alter or delete, this paragraph shall constitute sufficient grounds to reject Vendor's proposal as nonresponsive.

2.3 RFP SCHEDULE

The table below shows the *intended* schedule for this RFP. UNC Asheville will make every effort to adhere to this schedule.

Event	Responsibility	Date and Time
Issue RFP	State	February 23, 2024
Mandatory Site Visit	State	March 5, 2024, at 10:00 am EST
Submit Written Questions	Vendor	March 12, 2024, at 5:00 pm EST
Provide Response to Questions	State	March 19, 2024, at 5:00 pm EST
Submit Proposals	Vendor	March 28, 2024, at 2:00 pm EST

2.4 MANDATORY SITE VISIT

Mandatory Site Visit

Date: March 5, 2024
 Time: 10:00 am Eastern Time
 Location: Governor's Hall
 Room # 274
 Asheville, NC 28804
 Contact #: 828-232-2285

Instructions: It shall be MANDATORY that a representative from each Vendor be present for a pre-proposal site visit. Attendees must arrive promptly. All attendees must sign in upon arrival and clearly indicate each prospective Vendor represented on the sign in sheet. **LATE ARRIVALS WILL NOT BE ALLOWED TO SIGN IN OR PARTICIPATE IN THE SITE VISIT, NOR SHALL THEIR PROPOSAL BE CONSIDERED.** Once the sign-in process is complete, all other persons wishing to attend may do so to the extent that space and circumstances allow.

FAILURE TO ATTEND THE MANDATORY SITE VISIT SHALL RESULT IN VENDOR'S PROPOSAL BEING DEEMED NON-RESPONSIVE AND NOT CONSIDERED FOR AWARD.

The purpose of this visit is for all prospective Vendors to apprise themselves of the conditions and requirements which will affect the performance of the work called for by this RFP. Vendors must stay for the duration of the site visit. No allowances will be made for unreported conditions that a prudent Vendor would recognize as affecting the work called for or implied by this RFP.

Vendors are cautioned that any information released to attendees during the site visit, other than that involving the physical aspects of the facility referenced above, and which conflicts with, supersedes, or adds to requirements in this RFP, must be confirmed by written addendum before it can be considered to be a part of this RFP.

PARKING ON CAMPUS

If visiting the Asheville campus, allow yourself time to find a visitor parking place. All visitors must park in designated visitor spaces with a displayed permit. Visitor permits are free of charge and can be obtained by visiting Weizenblatt Hall 24/7 or calling Public Safety 828-251-6710. More details on parking can be found at: <https://transportation.unca.edu/visitor-parking>

Link to campus map: <https://maps.unca.edu/>

2.5 PROPOSAL QUESTIONS

Upon review of the RFP documents, Vendors may have questions to clarify or interpret the RFP in order to submit the best proposal possible. To accommodate the Proposal Questions process, Vendors shall submit any such questions by the “Submit Written Questions” date and time provided in the RFP SCHEDULE Section above, unless modified by Addendum.

Written questions shall be emailed to Lbrown@unca.edu by the date and time specified above. Vendors should enter “RFP # 64-808 Questions” as the subject for the email. Question submittals should include a reference to the applicable RFP section and be submitted in the format shown below:

Reference	Vendor Question
RFP Section, Page Number	Vendor question ...?

Questions received prior to the submission deadline date, UNC Asheville’s response, and any additional terms deemed necessary by UNC Asheville will be posted in the form of an addendum to *the electronic Vendor Portal (eVP)*, <https://evp.nc.gov>, and shall become an Addendum to this RFP. No information, instruction or advice provided orally or informally by any State personnel, whether made in response to a question or otherwise in connection with this RFP, shall be considered authoritative or binding. Vendors shall rely *only* on written material contained in the RFP and an addendum to this RFP.

2.6 PROPOSAL SUBMITTAL

IMPORTANT NOTE: This is an absolute requirement. Late bids, regardless of cause, will not be opened or considered, and will be automatically disqualified from further consideration. Vendor shall bear the sole risk of late submission due to unintended or unanticipated delay. It is the Vendor’s sole responsibility to ensure its proposal has been received as described in this RFP by the specified time and date of opening. The time and date of receipt will be marked on each proposal when received. Any proposal or portion thereof received after the proposal deadline will be rejected.

eVP

All proposal responses shall be submitted electronically via the electronic Vendor Portal (eVP). Additional information can be found at the eVP updates for Vendors link: <https://eprocurement.nc.gov/news-events/evp-updates-vendors>.

If confidential and proprietary information is included in the proposal, also submit one (1) signed, REDACTED copy of the proposal. Such information may include trade secrets defined by N.C. Gen. Stat. § 66-152 and other information exempted from the Public Records Act pursuant to N.C. Gen. Stat. §132- 1.2. Vendor may designate information, Products, Services or appropriate portions of its response as confidential, consistent with and to the extent permitted under the statutes and rules set forth above. By so redacting any page, or portion of a page, the Vendor warrants that it has formed a good faith opinion, having received such necessary or proper review by counsel and other knowledgeable advisors, that the portions determined to be confidential and proprietary and redacted as such, meet the requirements of the Rules and Statutes set forth above. However, under no circumstances shall price information be designated as confidential.

If the Vendor does not provide a redacted version of the proposal with its proposal submission, the Department may release an unredacted version if a record request is received.

Failure to submit a proposal in strict accordance with these instructions shall constitute sufficient cause to reject a Vendor’s proposal(s). Vendors are strongly encouraged to allow sufficient time to upload proposals.

Critical updated information may be included in Addenda to this RFP. It is important that all Vendors responding to this RFP periodically check the State’s eVP website for any Addenda that may be issued prior to the bid opening date. All Vendors shall be deemed to have read and understood all information in this RFP and all Addenda thereto.

2.7 PROPOSAL CONTENTS

Vendors shall populate all attachments of this RFP that require the Vendor to provide information and include an authorized signature where requested. Failure to provide all required items, or Vendor's submission of incomplete items, may result in UNC Asheville rejecting Vendor's proposal, in UNC Asheville's sole discretion.

Vendor RFP responses shall include the following items and attachments, which shall be arranged in the following order:

- a) Cover Letter, which must contain the following: (i) a statement that confirms that the proposer has read the RFP in its entirety, including all links, and all Addenda released in conjunction with the RFP, (ii) a statement that the Vendor agrees to perform in accordance with the scope of work, requirements, and specifications contained herein; and (iii) Vendor's agreement to comply with all instructions, terms and conditions, and attachments.
- b) Title Page: Include the company name, address, phone number and authorized representative along with the Proposal Number.
- c) Completed and signed version of all EXECUTION PAGES, along with the body of the RFP.
- d) Signed receipt pages of any addenda released in conjunction with this RFP, if required to be returned.
- e) Vendor's Proposal addressing all Specifications of this RFP to include, but not limited to:
 - i. Brief history and description of the proposing Vendor to include size, number of employees, and proof of financial stability.
 - ii. Organizational flow chart indicating which individual(s) or position(s) would have responsibility for a contract with the University. Indicate commitment to the University in terms of resources, personnel, investment, etc.
 - iii. Detailed experience providing services as indicated in this RFP. Details should also include any specific experience providing "open use" laundry service in a university residence hall setting.
 - iv. Description of the proposing vendor's personnel management philosophy and describe the steps the firm would take to ensure that only individuals of the highest quality are employed to provide services for the University.
 - v. A detailed proposal which addresses each item by number in SECTION 5 SCOPE OF WORK.
 - vi. Detailed equipment listing, including all specific make & model numbers and exact specifications for each piece of equipment.
- f) Completed version of ATTACHMENT A: PRICING
- g) Completed version of ATTACHMENT D: HUB SUPPLEMENTAL VENDOR INFORMATION
- h) Completed version of ATTACHMENT E: CUSTOMER REFERENCE FORM
- i) Completed version of ATTACHMENT F: LOCATION OF WORKERS UTILIZED BY VENDOR
- j) Completed and signed version of ATTACHMENT G: CERTIFICATION OF FINANCIAL CONDITION
- k) Certificate of insurance which meets requirements outlined in North Carolina General Terms & Conditions, item 13.

2.8 ALTERNATE PROPOSALS

Unless provided otherwise in this RFP, Vendor may submit alternate proposals for comparable Goods, various methods or levels of Service(s), or that propose different options. Alternate proposals must specifically identify the RFP requirements and advantage(s) addressed by the alternate proposal. Any alternate proposal, in addition to the marking described above, must be clearly marked with the legend: "Alternate Proposal #___ [for 'name of Vendor']". Each proposal must be for a specific set of Goods and Services and must include specific pricing. If a Vendor chooses to respond with various offerings, each must be offered with a separate price and be contained in a separate proposal document. Each proposal must be complete and independent of other proposals offered.

2.9 DEFINITIONS, ACRONYMS, AND ABBREVIATIONS

Relevant definitions for this RFP are provided in 01 NCAC 05A .0112 and in the Instructions to Vendors found below which are incorporated herein by this reference.

The following definitions, acronyms, and abbreviations are also relevant to this RFP:

- a) **BAFO:** Best and Final Offer, submitted by a vendor to alter its initial offer, made in response to a request by the issuing agency.
- b) **BUYER:** The employee of UNC Asheville or Other Eligible Entity that places an order with the Vendor.
- c) **COMMUNITY COLLEGE:** Any of the fifty-eight (58) public North Carolina Community Colleges.
- d) **CONTRACT LEAD:** Representative of UNC Asheville who corresponds with potential Vendors in order to identify and contract with that Vendor providing the greatest benefit to UNC Asheville and who will administer the contract for UNC Asheville.
- e) **FOB-DESTINATION:** Title changes hand from Vendor to purchaser at the destination point of the shipment; Vendor owns commodity in transit and files any claims, and Vendor pays all freight and any related transportation charges. A solicitation may request Vendors to separately identify freight charges in their proposal, but no amount or charge not included as part of the total proposal price will be paid.
- f) **LOT:** A grouping of similar products within this RFP.
- g) **ON-TIME DELIVERY:** The delivery of all items within a single order to the receiving point designated by the ordering entity within the delivery time required.
- h) **QUALIFIED PROPOSAL:** A responsive proposal submitted by a responsible Vendor.
- i) **RFP:** Request for Proposal
- j) **STATE:** The State of North Carolina, including any of its sub-units recognized under North Carolina law.
- k) **STATE AGENCY:** Any of the more than 400 sub-units within the executive branch of the State, including its departments, boards, commissions of higher education and other institutions.
- l) **THE UNIVERSITY:** UNC Asheville.
- m) **UNC ASHEVILLE:** The University of North Carolina at Asheville is one of 17 schools in the State University System.
- n) **VENDOR:** Vendor, contractor, bidder, proposer, company, firm, corporation, partnership, individual or other entity submitting a response to a Request for Proposal.

3.0 METHOD OF AWARD AND PROPOSAL EVALUATION PROCESS

3.1 METHOD OF AWARD

North Carolina G.S. 143-52 provides a general list of criteria the State shall use to award contracts, as supplemented by the additional criteria herein. The Goods or Services being procured shall dictate the application and order of criteria; however, all award decisions shall be in UNC Asheville's best interest. All qualified proposals will be evaluated, and awards will be made to the Vendor(s) meeting the specific RFP Specifications and achieving the highest and best final evaluation, based on the criteria described below.

While the intent of this RFP is to award a Contract(s) to a single vendor, UNC Asheville reserves the right to make separate awards to different Vendors for one or more line items, to not award one or more line items or to cancel this RFP in its entirety without awarding a Contract, if it is considered to be most advantageous to UNC Asheville to do so.

UNC Asheville reserves the right to waive any minor informality or technicality in proposals received.

3.2 CONFIDENTIALITY AND PROHIBITED COMMUNICATIONS DURING EVALUATION

While this RFP is under evaluation, the responding Vendor, including any subcontractors and suppliers, is prohibited from engaging in conversations intended to influence the outcome of the evaluation. See the Paragraph 29 of the Instructions to Vendors entitled COMMUNICATIONS BY VENDORS.

Each Vendor submitting a proposal to this RFP, including its employees, agents, subcontractors, suppliers, subsidiaries and affiliates, is prohibited from having any communications with any person inside or outside the using agency; issuing agency; other

government agency office or body (including the purchaser named above, any department secretary, agency head, members of the General Assembly and Governor's office); or private entity, if the communication refers to the content of Vendor's proposal or qualifications, the content of another Vendor's proposal, another Vendor's qualifications or ability to perform a resulting contract, and/or the transmittal of any other communication of information that could be reasonably considered to have the effect of directly or indirectly influencing the evaluation of proposals, the award of a contract, or both.

Any Vendor not in compliance with this provision shall be disqualified from evaluation and award. A Vendor's proposal may be disqualified if its subcontractor and/or supplier engage in any of the foregoing communications during the time that the procurement is active (*i.e.*, the issuance date of the procurement until the date of contract award or cancellation of the procurement). Only those discussions, communications or transmittals of information authorized or initiated by the issuing agency for this RFP or inquiries directed to the purchaser named in this RFP regarding requirements of the RFP (prior to proposal submission) or the status of the award (after submission) are excepted from this provision.

3.3 PROPOSAL EVALUATION PROCESS

Only responsive submissions will be evaluated.

UNC Asheville will conduct a One-Step evaluation of Proposals:

Proposals will be received according to the method stated in the Proposal Submittal Section above.

All proposals must be received by the issuing agency not later than the date and time specified in the RFP SCHEDULE Section above, unless modified by Addendum. Vendors are cautioned that this is a request for offers, not an offer or request to contract, and UNC Asheville reserves the unqualified right to reject any and all offers at any time if such rejection is deemed to be in the best interest of UNC Asheville.

At the date and time provided in the RFP SCHEDULE Section above, unless modified by Addendum, the proposal from each responding Vendor will be opened publicly and all offers (except those that have been previously withdrawn, or voided bids) will be tabulated. The tabulation shall be made public at the time it is created. When negotiations after receipt of bids is authorized pursuant to G.S. 143-49 and 01 NCAC 05B.0503, only the names of offerors and the Goods and Services offered shall be tabulated at the time of opening. If negotiation is anticipated, cost and price shall become available for public inspection at the time of the award. Interested parties are cautioned that these costs and their components are subject to further evaluation for completeness and correctness and therefore may not be an exact indicator of a Vendor's pricing position.

At their option, the evaluators may request oral presentations or discussions with any or all Vendors for clarification or to amplify the materials presented in any part of the proposal. Vendors are cautioned, however, that the evaluators are not required to request presentations or other clarification—and often do not. Therefore, all proposals should be complete and reflect the most favorable terms available from the Vendor.

3.4 EVALUATION CRITERIA

In addition to the general criteria in G.S. 143-52 which may or may not be relevant to this RFP, all qualified proposals will be evaluated, and award made based on considering the following criteria, to result in an award most advantageous to UNC Asheville:

- A. **Qualifications** (Maximum points=30): Proposal shall contain Vendor's experience and qualifications in providing laundry services similar in nature and scope to those outlined herein. Points will be awarded based on Vendor's indicated abilities of providing items above and how Vendor has demonstrated these qualifications in University environments by University knowledge, reference responses, and University follow up to information provided in References: Attachment B.
- B. **Plan**, including response times. (Maximum points=30): Proposal shall contain Vendor's plan to assist the University in meeting/exceeding its needs for laundry services. Points will be awarded based on Vendor's demonstrated ability to provide assistance in short and long range planning of facilities and services. The proposing supplier's maintenance

capabilities and guaranteed maintenance response times as well as historical data verifying response times. Plan may also include additional products or services that Vendor may offer to further enhance the University mission and goals.

- C. **Price** (Maximum points=20): Proposal shall contain total cost to University ([Attachment A](#)) over life of contract. UNC Asheville will determine low cost by normalizing the scores as follows:

The proposal with the lowest cost will receive a score of 20. All other competing proposals will be assigned a portion of the maximum score using the formula:

$$20 \quad \times \quad \frac{\text{Total quoted amount on lowest cost proposal}}{\text{Total quoted amount on cost proposal being evaluated}}$$

- D. **Proposed equipment** (Maximum points=20): Proposal shall describe how Vendor's proposed equipment and software meets/exceeds specifications and requirements in this RFP.

3.5 PERFORMANCE OUTSIDE THE UNITED STATES

Vendor shall complete [ATTACHMENT F: LOCATION OF WORKERS UTILIZED BY VENDOR](#). In addition to any other evaluation criteria identified in this RFP, UNC Asheville may also consider, for purposes of evaluating proposed or actual contract performance outside of the United States, how that performance may affect the following factors to ensure that any award will be in the best interest of UNC Asheville:

- a) Total cost to UNC Asheville
- b) Level of quality provided by the Vendor
- c) Process and performance capability across multiple jurisdictions
- d) Protection of UNC Asheville's information and intellectual property
- e) Availability of pertinent skills
- f) Ability to understand UNC Asheville's business requirements and internal operational culture
- g) Particular risk factors such as the security of UNC Asheville's information technology
- h) Relations with citizens and employees
- i) Contract enforcement jurisdictional issues

3.6 INTERPRETATION OF TERMS AND PHRASES

This RFP serves two functions: (1) to advise potential Vendors of the parameters of the solution being sought by UNC Asheville; and (2) to provide (together with other specified documents) the terms of the Contract resulting from this procurement. The use of phrases such as "shall," "must," and "requirements" are intended to create enforceable contract conditions. In determining whether proposals should be evaluated or rejected, UNC Asheville will take into consideration the degree to which Vendors have proposed or failed to propose solutions that will satisfy UNC Asheville's needs as described in the RFP. Except as specifically stated in the RFP, no one requirement shall automatically disqualify a Vendor from consideration. However, failure to comply with any single requirement may result in UNC Asheville exercising its discretion to reject a proposal in its entirety.

4.0 REQUIREMENTS

This Section lists the requirements related to this RFP. By submitting a proposal, the Vendor agrees to meet all stated requirements in this Section as well as any other specifications, requirements, and terms and conditions stated in this RFP. If a Vendor is unclear about a requirement or specification, or believes a change to a requirement would allow for UNC Asheville to receive a better proposal, the Vendor is urged to submit these items in the form of a question during the question and answer period in accordance with the Proposal Questions Section above.

4.1 PRICING

Proposal price shall constitute the total cost to UNC Asheville for complete performance in accordance with the requirements and specifications herein, including all applicable charges for handling, transportation, administrative and other similar fees. Complete ATTACHMENT A: PRICING FORM and include in Vendor's proposal. The pricing provided in [ATTACHMENT A](#), or resulting from any negotiations, is incorporated herein and shall become part of any resulting Contract.

4.2 INVOICES

Vendor shall invoice the Purchasing Agency. The standard format for invoicing shall be Single Invoices meaning that the Vendor shall provide the Purchasing Agency with an invoice for each order. Invoices shall include detailed information to allow Purchasing Agency to verify pricing at point of receipt matches the correct price from the original date of order. The following fields shall be included on all invoices, as relevant:

Vendor's Billing Address, Customer Account Number, NC Contract Number, Order Date, Buyer's Order Number, Manufacturer Part Numbers, Vendor Part Numbers, Item Descriptions, Price, Quantity, and Unit of Measure.

INVOICES MAY NOT BE PAID UNTIL AN INSPECTION HAS OCCURRED AND THE GOODS OR SERVICES ACCEPTED.

4.3 FINANCIAL STABILITY

As a condition of contract award, the Vendor must certify that it has the financial capacity to perform and to continue to perform its obligations under the Contract; that Vendor has no constructive or actual knowledge of an actual or potential legal proceeding being brought against Vendor that could materially adversely affect performance of this Contract; and that entering into this Contract is not prohibited by any contract, or order by any court of competent jurisdiction.

Each Vendor shall certify it is financially stable by completing [ATTACHMENT G: CERTIFICATION OF FINANCIAL CONDITION](#). UNC Asheville is requiring this certification to minimize potential issues from contracting with a Vendor that is financially unstable. From the date of the Certification to the expiration of the Contract, the Vendor shall notify UNC Asheville within thirty (30) days of any occurrence or condition that materially alters the truth of any statement made in this Certification. The Contract Manager may require annual recertification of the Vendor's financial stability.

4.4 HUB PARTICIPATION

Pursuant to North Carolina General Statute G.S. 143-48, it is State policy to encourage and promote the use of small, minority, physically handicapped, and women contractors in purchasing Goods and Services. As such, this RFP will serve to identify those Vendors that are minority owned or have a strategic plan to support the State's Historically Underutilized Business program by meeting or exceeding the goal of 10% utilization of diverse firms as 1st or 2nd tier subcontractors. Vendor shall complete [ATTACHMENT D: HUB SUPPLEMENTAL VENDOR INFORMATION](#).

4.5 VENDOR EXPERIENCE

In its Proposal, Vendor shall demonstrate experience with public and/or private sector clients with similar or greater size and complexity to UNC Asheville. Vendor shall provide information as to the qualifications and experience of all executive, managerial, legal, and professional personnel to be assigned to this project, including resumes citing experience with similar projects and the responsibilities to be assigned to each person.

4.6 REFERENCES

Vendors shall provide at least five (5) references for which your company has provided services of similar size and scope (within the last five years) to that proposed herein, utilizing the form as shown in [Attachment E, CUSTOMER REFERENCE FORM](#). UNC Asheville shall contact these users to determine the services provided are substantially similar in scope to those proposed herein and further understand the Vendor's performance in meeting the scope of work. Such information may be considered in the evaluation of the proposal.

References are encouraged to be included from North Carolina and surrounding states and be from colleges/universities comparable to UNC Asheville.

Likewise include complete list of colleges/university lost or not renewed (no longer served) in the past 3 years. Please provide contact name, phone number, and email address for those colleges/universities. UNC Asheville shall contact these previous users and may use information provided in the evaluation of the proposal.

4.7 PERSONNEL

Vendor warrants that qualified personnel shall provide Services under this Contract in a professional manner. "Professional manner" means that the personnel performing the Services will possess the skill and competence consistent with the prevailing business standards in the industry. Vendor will serve as the prime contractor under this Contract and shall be responsible for the performance and payment of all subcontractor(s) that may be approved by UNC Asheville. Names of any third-party Vendors or subcontractors of Vendor may appear for purposes of convenience in Contract documents; and shall not limit Vendor's obligations hereunder. Vendor will retain executive representation for functional and technical expertise as needed in order to incorporate any work by third party subcontractor(s).

Should the Vendor's proposal result in an award, the Vendor shall be required to agree that it will not substitute key personnel assigned to the performance of the Contract without prior written approval by the Contract Lead. Vendor shall further agree that it will notify the Contract Lead of any desired substitution, including the name(s) and references of Vendor's recommended substitute personnel. UNC Asheville will approve or disapprove the requested substitution in a timely manner. UNC Asheville may, in its sole discretion, terminate the Services of any person providing Services under this Contract. Upon such termination, UNC Asheville may request acceptable substitute personnel or terminate the contract Services provided by such personnel.

4.8 VENDOR'S REPRESENTATIONS

If Vendor's Proposal results in an award, Vendor agrees that it will not enter any agreement with a third party that may abridge any rights of UNC Asheville under the Contract. If any Services, deliverables, functions, or responsibilities not specifically described in this solicitation are required for Vendor's proper performance, provision and delivery of the Service and deliverables under a resulting Contract, or are an inherent part of or necessary sub-task included within such Service, they will be deemed to be implied by and included within the scope of the Contract to the same extent and in the same manner as if specifically described in the Contract. Unless otherwise expressly provided herein, Vendor will furnish all of its own necessary management, supervision, labor, facilities, furniture, computer and telecommunications equipment, software, supplies and materials necessary for the Vendor to provide and deliver the Services and/or other Deliverables.

5.0 SPECIFICATIONS AND SCOPE OF WORK

5.1 GENERAL

To provide washer and dryer units to UNC Asheville as specified in this Request for Proposals. The awarded Vendor shall manage and operate the University's open laundry equipment and services program. Responses to this Request for Proposals must address each of the following tasks and requirements. Incomplete proposals will not be eligible for award of the laundry services contract.

5.2 SPECIFICATIONS

- A. Vendor shall install and maintain the number of washers and dryers in each location to satisfy usage requirements, making adjustments as needed. UNC Asheville will stipulate the number of washers and dryers to be located in each housing unit. ([Attachment H](#)).
- B. **Vendor shall provide all new and undamaged equipment at the start of the contract.** The laundry equipment shall be Speed Queen Quantum washers and dryers, or comparable equivalent, and be of the same color throughout all laundry rooms. The laundry equipment shall be modular design and be the same height to give uniformity of appearance, except as otherwise mutually agreed by the University and the selected Vendor. Equipment shall adhere to ADA requirements where applicable. Proposal response shall include cut sheets and specifications that include model number, extract RPM, card option, capacity, average water usage, tumble speed and CFM and shall include pictures of equipment proposed. The University reserves the

right to determine suitability of unit and the awarded Vendor shall immediately replace any unit that the University deems unfit for service. Details of number and location of each type of machine provided in [Attachment H](#).

- C. Vendor shall provide a per-machine cost for each year, (note: University will split payment into two equal payments billed in fall and spring semester), as the University engages in all-inclusive laundry services in our residence facilities. Therefore, all machines are set up on a non-vended setting. [Attachment A](#).
- D. Vendor shall obtain all required permits, licenses, and employee bonding to comply with applicable municipal, county, state, city and federal laws, and assume liability for all applicable taxes including, but not limited to, sales and property taxes.
- E. Vendor shall furnish all supplies, material, equipment, management and labor necessary to run the laundry program.
- F. Vendor shall provide one contract coordinator to review and inspect operations every three months and fill staff vacancies if necessary. Contract coordinator shall update University on current and future service programs offered. Contract coordinator shall have full authority to act on behalf of the awarded Vendor in all matters pertaining to the specifications of any resulting contract.
- G. Vendor shall comply with all applicable government regulations related to the employment, compensation, and payment of personnel. All employees of the selected firm at the University shall be bonded and will meet University HR background check requirements, a list of said employees and copies of all background check results shall be furnished to the University at least two weeks prior to any Vendor employee receiving independent access to University facilities.
- H. UNC Asheville shall supply utilities to the laundry rooms. The awarded Vendor shall provide the connection from the receptacle to Vendor equipment. If utility services (water, gas, electricity or heat) are interrupted, the University will take immediate action to restore service. The University shall not be liable for any loss that may result from the interruptions or failure of any utility service.
- I. University will issue Vendor representatives with building access cards as necessary to complete work. Vendor shall be responsible maintaining security of access card and for immediate notification to University of any lost access card. Vendor will be responsible for replacement of lost cards. The University shall conduct a periodic review of access card usage and control.
- J. Equipment shall be maintained in a condition satisfactory to the University. The selected Vendor shall adhere to the highest standards of cleanliness and sanitary practices to ensure continual sanitation in all functions and matters related to the execution of the terms of any resulting contract. The awarded Vendor shall assure maximum venting and drying for each dryer. Venting may be to the outside or into existing building ventilation system. Rigid ventilation lines should be installed at all locations. The Vendor shall use the appropriate UL listed tape to seal and secure ductwork. No screws of any kind should be used to secure ductwork. Any changes to existing ventilation system after contract award shall be mutually approved. The Vendor shall provide routine maintenance of laundry equipment, cleaning of vents and fans, and repairs due to vandalism of equipment. The awarded Vendor representative shall visit each residence hall laundry facility a minimum of one time per week (checking in at the Housing Office in Governors Hall and/or with University contact).
- K. The Vendor shall provide for routine vent cleaning.

At a minimum:

- Four-inch or larger diameter rigid ventilation lines will be cleaned annually. Exterior grills and louvers will be cleaned semi-annually (twice per year). Exception to this cleaning is Ponder Hall 4th floor room (437) which University will be responsible for.
- Areas behind equipment and under equipment will be cleaned semi-annually (twice per year). This will involve moving equipment to access areas behind and under.

Dryer efficiency and inspections of the vent lines will occur as needed to ensure adequate ventilation at all times, but at minimum once per year. The cleaning requirements outlined are a minimum requirement. The Vendor will determine site-specific cleaning requirements and whether a more frequent vent line cleaning is necessary. The Vendor will work with the University, but will direct the vent cleaning in a manner that minimizes disruption of service. The Vendor shall clean all vents from each machine outlet to the exterior of the building. The Vendor will notify the Housing Office and/or University Contact upon completion of vent cleaning. Verification of this work will occur by trained facilities staff members.

- L. Demonstrate Vendor capacity for preventive maintenance and creativity in preventing and minimizing breaks in service on individual machines. Provide examples of previous successful endeavors in this regard. Specifically, please provide examples of service logs or record keeping for maintenance that have been used within the past 2 years at comparable Universities.

- M. The University shall periodically, and without advance notification, inspect the laundry equipment. A management Vendor representative shall conduct equipment and facilities maintenance and sanitation inspections on an ongoing basis. The awarded Vendor's contract coordinator shall conduct inspections of the laundry equipment with a University representative a minimum annually (June/July) and provide an electronic report of the inspection to the University.
- N. Provide laundry equipment maintenance and repair service five days per week, Monday-Friday other than state or federally recognized holidays. Vendor representative will respond to campus and correct reported problems within 48 hours from notice by University to Vendor representative. Equipment that cannot be returned to full service within 48 hours of initial notification shall be replaced until the original equipment is returned to service or permanently replaced. In the event of critical issue with equipment causing further damage to laundry room, building, or building systems a minimum 4 hour response time is required.
- O. Vendor shall provide a mobile app monitoring system to enable students to notify and communicate with students on the status of equipment cycles and availability of equipment. This system is password protected for users of the University only and not available for public access so that laundry information is secure. The system should also enable students and University staff to report malfunctioning equipment to the Vendor as well. System will generate automated service reports that are directly sent to vendor technicians. Chat support is available via mobile app for students who need troubleshooting or guidance. System must be fully compatible with existing University network. If there are any initial implementation costs for this system those would be responsibility of the Vendor.
- P. Vendor is responsible for all damage done to any University property during the installation, operation, maintenance and/or removal of equipment. Vendor is responsible for damage to University facilities by equipment that does not perform as intended or malfunctions even if exact cause of malfunction cannot be determined. Clean up and repair of all damage shall be accomplished at Vendors expense in a manner satisfactory to the University.
- Q. Vendor is responsible for providing all appropriate signage related to the appropriate operation of the laundry service equipment as well as instructions for maintenance and damage claim reporting. The University shall approve all signage and signage location. Signage shall be attractive, durable, and easy to read and understand. The University reserves the right to require new signage, at the Vendor's expense, at any time during the life of the contract.
- R. Vendor is responsible for creating a marketing and informational campaign to students focused on laundry equipment, systems, and processes. This campaign will be coordinated with the University each August and January for the duration of the contract.
- S. The University shall provide pest control in all laundry rooms and equipment areas.
- T. A damage reimbursement process shall be provided to disperse funds through the Vendor. The process shall include a form that has been approved by the University to be filled out by the person making a damage claim. A Damage Claim Form shall include the machine number, amount of refund, when, what happened, date, building, and who suffered the loss. The Vendor shall expedite review of claims submitted and be liable for the supply and maintenance of funds for such claims to the satisfaction of the University. The Vendor shall reimburse customers as necessary for damage to their personal property due to equipment malfunction.
- U. The University will allow use of the laundry equipment areas identified in each facility (see Attachments H) as necessary to carry this service. The University must approve any request for change or new space. The University shall provide heat, electricity, gas, and water to these spaces in the same ratio as presently utilized and to new spaces as mutually agreed.

5.3 CERTIFICATION AND SAFETY LABELS

Any manufactured items and/or fabricated assemblies provided hereunder that are subject to operation under pressure, operation by connection to an electric source, or operation involving a connection to a manufactured, natural, or LP gas source shall be constructed and approved in a manner acceptable to the appropriate inspector which customarily requires the label or re-examination listing or identification marking of the appropriate safety standard organization *acceptable to govern inspection where the item is to be located*, such as the American Society of Mechanical Engineers for pressure vessels; the Underwriters Laboratories and /or National Electrical Manufacturers' Association for electrically operated assemblies; or the American Gas Association for gas operated assemblies, where such approvals of listings have been established for the type of device offered and furnished.

Further, all items furnished shall meet all requirements of the Occupational Safety and Health Act (OSHA), and state and federal requirements relating to clean air and water pollution.

6.0 CONTRACT ADMINISTRATION

All Contract Administration requirements are conditioned on an award resulting from this solicitation. This information is provided for the Vendor's planning purposes.

6.1 CONTRACT MANAGER AND CUSTOMER SERVICE

The Vendor shall be required to designate and make available to UNC Asheville a contract manager. The contract manager shall be UNC Asheville's point of contact for Contract related issues and issues concerning performance, progress review, scheduling, and service.

Contract Manager Point of Contact	
Name:	
Office Phone #:	
Mobile Phone #:	
Email:	

The Vendor shall be required to designate and make available to UNC Asheville for customer service. The customer service point of contact shall be UNC Asheville's point of contact for customer service-related issues (define roles and responsibilities).

Customer Service Point of Contact	
Name:	
Office Phone #:	
Mobile Phone #:	
Email:	

6.2 POST AWARD PROJECT REVIEW MEETINGS

The Vendor, at the request of UNC Asheville, shall be required to meet periodically with UNC Asheville for Project Review meetings. The purpose of these meetings will be to review project progress reports, discuss Vendor and State performance, address outstanding issues, review problem resolution, provide direction, evaluate continuous improvement and cost saving ideas, and discuss any other pertinent topics.

6.3 CONTINUOUS IMPROVEMENT

UNC Asheville encourages the Vendor to identify opportunities to reduce the total cost UNC Asheville. A continuous improvement effort consists of various ways to enhance business efficiencies as performance progresses.

6.4 TRANSITION ASSISTANCE

If a Contract results from this solicitation, and the Contract is not renewed at the end of the last active term, or is canceled prior to its expiration, for any reason, Vendor shall provide transition assistance to UNC Asheville, at the option of UNC Asheville, for up

to 4 months to allow for the expired or canceled portion of the Services to continue without interruption or adverse effect, and to facilitate the orderly transfer of such Services to UNC Asheville or its designees. If UNC Asheville exercises this option, the Parties agree that such transition assistance shall be governed by the terms and conditions of the Contract (notwithstanding this expiration or cancellation), except for those Contract terms or conditions that do not reasonably apply to such transition assistance. UNC Asheville shall agree to pay Vendor for any resources utilized in performing such transition assistance at the most current rates provided by the Contract for performance of the Services or other resources utilized.

6.5 DISPUTE RESOLUTION

During the performance of the Contract, the parties agree that it is in their mutual interest to resolve disputes informally. Any claims by the Vendor shall be submitted in writing to UNC Asheville's Contract Manager for resolution. Any claims by UNC Asheville shall be submitted in writing to the Vendor's Project Manager for resolution. The Parties shall agree to negotiate in good faith and use all reasonable efforts to resolve such dispute(s).

During the time the Parties are attempting to resolve any dispute, each shall proceed diligently to perform their respective duties and responsibilities under this Contract. The Parties will agree on a reasonable amount of time to resolve a dispute. If a dispute cannot be resolved between the Parties within the agreed upon period, either Party may elect to exercise any other remedies available under the Contract, or at law. This provision, when agreed in the Contract, shall not constitute an agreement by either party to mediate or arbitrate any dispute.

6.6 USE OF THIS CONTRACT BY UNC SYSTEM

By entering into an agreement with UNC Asheville as a result of this Request for Proposals, Vendor agrees to honor the prices, terms, and conditions of this agreement with any other University of North Carolina institution, including any of the 17 University of North Carolina constituent institutions and University of North Carolina General Administration, at that University of North Carolina institution's option, in a separate, written agreement between Vendor and the other University of North Carolina institution. Should another University of North Carolina institution choose to enter into a separate agreement with Vendor with terms similar or identical to an agreement resulting from this Invitation for Bids/Request for Proposals, UNC Asheville shall not be responsible for payments or other obligations contained in that separate agreement.

6.7 CONTRACT CHANGES

Contract changes, if any, over the life of the Contract shall be implemented by contract amendments agreed to in writing by UNC Asheville and Vendor. Amendments to the contract can only be through the contract administrator.

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7.0 ATTACHMENTS

****IMPORTANT NOTICE****

RETURN THE REQUIRED ATTACHMENTS WITH YOUR RESPONSE
FOLLOW THE LINKS TO ACCESS EACH ATTACHMENT

ATTACHMENT A: PRICING

Price to provide equipment and services described in this RFP. (See Attachment H for number of washer and dryers and locations). The University reserves the right to award to other than the lowest cost proposal as is determined in the evaluation criteria in Section 3.4

Indicate total cost per Speed Queen Quantum washers and dryers (or comparable machine) for the initial six-year term:

- A. New equipment to be provided, Attachment H \$ _____/machine/year
- B. Maintaining of laundry monitoring system \$ _____/machine/year

If vendor is proposing other than product specified, vendor shall indicate the manufacturer and model number and shall include specification cut sheets and/or brochures of the proposed machines.

Washer Manufacturer: _____ Model #: _____

Dryer Manufacturer: _____ Model #: _____

Per Section 4.1, the initial term is 6 years with a renewable 2-year option:

Indicate percentage increase, if any, for optional years 7 and 8 of term: _____%

Delivery and installation of all equipment in Attachment H shall be started on or after June 24, 2024 and be completed no later than July 5, 2024. Indicate you will meet this requirement by initialing here: _____

The remainder of this page intentionally left blank.

ATTACHMENT B: INSTRUCTIONS TO VENDORS

The Instructions to Vendors, which are incorporated herein by this reference, may be found here:

<https://ncadmin.nc.gov/formnorth-carolina-instructions-vendors032023/download?attachment>

ATTACHMENT C: NORTH CAROLINA GENERAL TERMS & CONDITIONS

The North Carolina General Terms and Conditions, which are incorporated herein by this reference, may be found here:

<https://www.doa.nc.gov/form-north-carolina-general-terms-and-conditions-11-2023/open>

ATTACHMENT D: HUB SUPPLEMENTAL VENDOR INFORMATION

Complete and return the Historically Underutilized Businesses (HUB) Vendor Information form, which can be found at the following link:

https://files.nc.gov/ncdoa/pandc/OnlineForms/Form_HUB-Supplemental-Vendor-Information_9.2021.pdf

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ATTACHMENT E: CUSTOMER REFERENCE FORM

Complete and return the Customer Reference Form below:

(1) CLIENT NAME	
ADDRESS (Street)	
ADDRESS (City, St, Zip)	
CONTACT NAME	
TELEPHONE/E-MAIL	
WEBSITE ADDRESS	
(2) CLIENT NAME	
ADDRESS (Street)	
ADDRESS (City, St, Zip)	
CONTACT NAME	
TELEPHONE/E-MAIL	
WEBSITE ADDRESS	
(3) CLIENT NAME	
ADDRESS (Street)	
ADDRESS (City, St, Zip)	
CONTACT NAME	
TELEPHONE/E-MAIL	
WEBSITE ADDRESS	

(4) CLIENT NAME	
ADDRESS (Street)	
ADDRESS (City, St, Zip)	
CONTACT NAME	
TELEPHONE/E-MAIL	
WEBSITE ADDRESS	
(5) CLIENT NAME	
ADDRESS (Street)	
ADDRESS (City, St, Zip)	
CONTACT NAME	
TELEPHONE/E-MAIL	
WEBSITE ADDRESS	

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ATTACHMENT F: LOCATION OF WORKERS UTILIZED BY VENDOR

Complete and return the Location of Workers Utilized by Vendor, which can be found at the following link:

https://files.nc.gov/ncdoa/pandc/OnlineForms/Form_Location-of-Workers_09.2021.pdf

ATTACHMENT G: CERTIFICATION OF FINANCIAL CONDITION

Complete, sign, and return the Certification of Financial Condition, which can be found at the following link:

https://files.nc.gov/ncdoa/pandc/OnlineForms/Form_Certification-of-Financial-Condition_09.2021.pdf

ATTACHMENT H: EQUIPMENT LISTING:

Building Name	Room Number	Number of Front Load or Top Load Washers	Number of stacked combination front load washers/dryers	Number of Stacked Dryers	Number of stand-alone front load dryers	Dryers electric or gas
Aspen Hall	100F		4		1	E
Beech Hall	100C		4		1	E
Bird Hall	105	2		2		E
Cedar Hall	100F		4		1	E
Founders Hall	114	9		8		E
Gardner Hall	105	2		2		E
Governors Hall	129	3			3	E
Governors Hall	187	2			2	E
Magnolia Hall	100D		4		1	E
Mills Hall	100B	5		6		E
Mills Hall	100C	5		4		E
Moore Hall	101	2		2		E
Ponder Hall	237		5		1	E
Ponder Hall	437		5		1	E
Ray Hall	105	2		2		E
Scott Hall	105	2		2		E
South Ridge Hall	112C	4		6		G
West Ridge Hall	105	4		6		G
Willow Hall	300C		3		1	E
Totals – 109 machines		42	29 w/d combos (58 machines)	40	12	

***** Failure to Return the Required Attachments May Eliminate
Your Response from Further Consideration *****