



**North Carolina A & T State University**

**1601 East Market St.**

**Greensboro, NC 27411**

**Amendment to 59-P2388**

FAILURE TO RETURN THIS BID ADDENDUM IN ACCORDANCE WITH INSTRUCTIONS MAY SUBJECT YOUR BID TO REJECTION ON THE AFFECTED ITEM(S).

BID Number: **59-P2388**

ADDENDUM # Number: 1

PURCHASER: **Stephen Pass**

COMMODITY:

USING AGENCY: **NC A&T STATE  
UNIVERSITY**

OPENING DATE/TIME: 9/18/2024 @ 3:00PM

**INSTRUCTIONS:**

**Bid date has been moved back to 9/18/2024 @3:00 PM.**

**Questions posed and University Response in Red**

Bid has **NOT** been mailed and **ANY CHANGES** resulting from this addendum will be included in our bid.

Bid has already been mailed. **NO CHANGES** resulted from this addendum

Bid has already been mailed. Changes resulting from this addendum are as follows:

Execute Addendum:

BIDDER: \_\_\_\_\_

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

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

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

**Electronic address for delivery of Bid Proposal**

<https://ncat.bonfirehub.com/portal/?tab=openOpportunities>

**INCLUDE THIS ADDENDUM IN YOUR BID PACKAGE**

1. Is there night cleaning being currently performed at the buildings outside of the Residential Housing? **No night cleaning the current contract is for Housing & Residence**
2. What are the current wages of the city employees that are cleaning the buildings outside of the Res Halls? **That information varies based on employee time, position and other factors.**
3. How many employees does the city provide currently? **Approximately 75**
4. Are there trash shoots located in the buildings? **No**
5. Why is NCSAU looking for a 15% reduction in price? **That is not a request from the University.**
6. What is the square footage of the common areas? **Provided in attachments and exhibits.**
7. Cost of parking fee?

<b>Daily</b>	<b>\$6</b>	<b>• Permit is valid for the day the permit was purchased only</b>
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Weekly	\$25	• Permit is valid for the week the permit was purchased only
Monthly	\$75	• Permit is valid for the month the permit was purchased onl

8. Does the college charge for the crim checks? **The cost is the responsibility of the vendor, see background check info in RFP**
9. Does the E procure percent apply here? The specs says that it applies...and then later...that only applies to “Goods” being purchased. No **this does not apply**
10. Are mats required to be provided in the dorms? It says mats for the academics...I don’t see the mention for the dorms. Who purchases the Mats? Do you have a Mat count? **Mats are provided by the University.**
11. Are the PRIVATE room lavs cleaned daily in the dorms or just common dorm areas and common area lavs during the school year? **Just the common areas**
12. Who pays for and provides the paper? **This is a responsibility of the vendor.**
13. How many times per year are the floors to be stripped and waxed? **See frequency chart**
14. Is there any way to get clarity on the exact locations that we are bidding on including the name of the building, square footage, number of beds etc.? **As stated at site visit this is for the residence halls and that information is located in the exhibits.**
15. Also, to ensure proper fit in the current dispensers, what are the brand types of paper products and soap that are needed on the bid, quantity and use? One thing we know about people is that they waste a lot and use a lot of paper products lol, just wanted to get a scope of usage... **The dispenser choice is that of each vendor, the University does not have a preference.**
16. Should the proposal include the dispensers? We attended the site visit but after viewing so many buildings I am unclear of what exactly to bid on. **Yes.**
17. It is mentioned "All proposal responses shall be submitted electronically at Bonfire using the link below. WE WILL NOT ACCEPT PAPER RESPONSES. **NO**
18. <https://ncat.bonfirehub.com/portal/?tab=openOpportunities>". However, on opening the link the solicitation does not appear on bonfire portal? **Solicitation is posted on the Bonfire Portal**
19. Can you disclose who the current contractor is and price being paid? **Budd Service \$900,000 total contract value, but there are non state locations that are continuing with Budd.**
20. Please explain how bid will be awarded---Will all buildings in the RFP be awarded or will buildings be outsourced based on A&T need for services? **The Residence Halls will be awarded all other location will be awarded on an as needed basis**
21. Which out the facilities listed in the RFP are currently being serviced by an out side vendor and which ones are currently being cleaned by A&T staff. **The residence halls are the only buildings currently outsourced.**

22. Are you able to provide current pricing for each facility listed in the RFP? **Only the residence halls.**
23. What is A&T current custodial staffing levels? **Varies by building currently 64 persons on University Housekeeping**
24. Who will be responsible for consumables such as toilet paper/paper towels/soap? **Vendor**
25. If it's the vendor responsibility---will vendor be responsible of providing consumables for the bathrooms in the resident halls. **Yes.**
26. Will pricing for the summer deep clean of the resident halls be separate from the monthly cost?  
**No, this should be included in you proposed monthly cost.**
27. Will vendor be responsible for summer stripping and waxing of the vct flooring in the academic buildings like Murphy Hall. **This is listed in the frequency attachments**
28. Its stated that services are to be performed 7 days a week----will custodial services at the Academic building required on the weekend. Please explain what facilities/services will be required on the weekends. **Only the Housing and Residence life require weekend work.**
29. Section 5.1 "General" Tab A states NCATSU Residence Life has (4) full residence halls----"which 4 resident halls make of the Residence Life. **Refer to Exhibit C**
30. How did you determine the amount of the contract for the residence halls (\$850,000 - \$950,000)? **That is the contract value per year.**
31. . Where would the support vehicles be stored if not in use? **The University has a designated office and area designated for this area.**
32. What is the number of support vehicles currently being used? **That is determined by the vendor not a University requirement.**
33. What is the hourly rate for the Budd group? **Not none.**
34. Can the toilet dispensers be changed to "juniors" by our company? **This is choice of selected vendor.**
35. Can the soap dispensers be changed to one uniform type? **Vendor choice.**
36. Will you consider including grout cleaning in restrooms? **This should be included in cleaning specifications of vendor**
37. Will A & A Facility need to provide the mats underneath the urinals? **No.**
38. Please send a list of all participants that attended the pre-proposal meeting. **That has been added in Bonfire as documentation.**
39. What is the current staffing level for housing?
- a. General – Can you post the Sign in sheets from the mandatory meeting **.Posted**
  - b. General – Do you have floorplans for the buildings? For example, blueprints or emergence exit route maps. **No**
  - c. General – What is the current contract amount? **\$900,000 annually**
    - i. What areas does that contract cover? **Refer to RFP**
    - ii. Are they responsible for all chemicals, supplies, and consumable products? **Information in RFP**
  - d. Bonfire – When uploading documents – What sections would you like the following forms uploaded to, I do not see a separate location for them? **These are required in Bonfire and should be uploaded as requested information**
    - i. Certification of Financial Conditions
    - ii. Locations of Workers

- e. Bonfire – When uploading documents – Please confirm that you would like the Reference Form to be included in the Background and Experience section. **should be uploaded as requested information**
- f. Bonfire – Pricing submission Form – Dowdy is listed twice – Once as Dowdy - #4-7 and then as Dowdy Administrative Building #5-1, Is this the same building?
  - i. IF not, can you clarify the difference between the two and list a SQFT for each.
- g. Bonfire – Pricing Submission Form – The student center is listed on the bid submission form and listed as an individual submission. Can you please confirm that you are looking for our bid for the student center to be bid in the individual submission as detailed in the Custodial Service for Student Center document, and in the bid submission form bid as if we were completing the entire building with no assistance from A&T's staff? **This will be amended.**
- h. 2.2 – pg. 8 – E – Procurement – Does e-procurement apply to this bid? **No**
- i. 3.4 – pg. 13 & 14 – Evaluation Criteria – There are 2 points charts included in this bid. Can you clarify what the point criteria will be?
- j. 4.2 – pg. 14 – Invoices – Is this contract on a net 30? **Yes State Terms are Net 30**
- k. 5.0 - pg. 17 Specification and Scope of Work - Is incidence of gross abusive and vandalism found on regular cleaning events billable as additional PO's. **Yes**
- l. 5.0 – pg. 17 – Specification and Scope of Work – Are we responsible for all chemicals, equipment and supplies for residence and life buildings? **Yes.** Can you provide an itemized list of items we are responsible for? **The awarded vendor is responsible for all paper products, dispensers and all chemicals required to provide custodial services.**
- m. 5.0 – pg. 17 – Specification and Scope of Work – Are we responsible for all consumable products, including paper products, trash bags, urinal screens, metered air fresheners, hand soap and hand sanitizer for all residence and life buildings? Can you provide an itemized list of items we are responsible for. **In RFP**
- n. 5.1 pg. – 19 – Account Management – Please confirm there will be an onsite office and storage area for the vendor. **There is office space that will be provided** What is the approximate size of the storage area?
- o. 5.1 – pg. 18 – D. Events – Are events handled as additional billable po's or are they included in the bid price? **Events that require additional resources can be billable.**
  - i. If included, what is the # of events that required additional cleaning in a year and is there an anticipated # of events for this upcoming year? **TBD and additional pricing can be discussed on a case by case basis.**
  - ii. 5.1 – pg. 18 G. Emergency Response – What is considered a minor emergency covered with no additional charge? How do you determine if an overflow is minor? **TBD and additional pricing can be discussed on a case by case basis.**
  - iii. 5.1 – pg. 18 G. Emergency Response – Are emergency calls and Bio-hazard services provided as additional po's or are they included in the bid price? **TBD and additional pricing can be discussed on a case by case basis.**

- p. 5.1 – pg. 19 K. Reporting – What type of reporting are you looking for related to “associated payroll and payroll – related costs”? Can you please provide a sample report. **Report detail will be discussed at award with vendor.**
- q. 5.1 – pg. 22 – Vehicles – What is the cost of a yearly campus parking pass? **Answered earlier**
- r. 5.1 – pg. 22 – Vehicles – Is there storage and campus parking areas for us to utilize a golf cart or 2 for transportation? **Office and Storage provided by University**
- s. 5.2 – pg. 22 – Equipment and Supplies – Interior and exterior matts, are these to only be provided at entrance/exit doors? If so do you have a count of entrance/exit doors in each building? **No these are provided by the University.**
- t. Exhibit C – pg.- 54 – Housing and Residence Life Properties – Is Morrison Hall on the Bid information packet the same as Speight Hall # 1-10 on the bid form? **Yes.**
- u. Exhibit C – pg.- 55 – Housing and Residence Life Properties – Is Academic Science Buildings on the Bid information packet the same as New Science Building #2-26 on the bid form? **Yes this will be corrected.**
- v. Exhibit C – pg. 55- Academic Buildings – Is the Current Net SQ FT the cleanable SQFT? **Yes**
- w. Exhibit C – pg. 55- Academic Buildings – Can we have sq footages for the following buildings. **Provided as documentation in Bonfire.**
- i. General Classroom Building
  - ii. Gibbs Hall
  - iii. Graham Hall
  - iv. Monroe Hall
  - v. Cherry Hall
  - vi. Cambell Hall
  - vii. Frye Hall
  - viii. CH Moore
  - ix. Child Development Lab
  - x. Joint School of Nanoscience and Nanotechnology
  - xi. War Memorial Stadium
  - xii. Corbett Gymnasium
  - xiii. Bryan Fitness Center
  - xiv. The Dudley Building
  - xv. Williams Dining Hall Offices
  - xvi. Garrett Staff Senate House
  - xvii. Parking Deck Offices
  - xviii. 1020 E. Wendover

- xix. Chancellor Residence
- xx. Fort IRC
- xxi. Dehughley Building
- xxii. Dehughley Annex (Housekeeping/Grounds)
- xxiii. T E Neal Steam Plant Offices
- xxiv. Hazmat Building
- xxv. The Oaks (VA Canter)
- xxvi. Sebastain
- xxvii. Blount Health Center
- xxviii. Band Center

- x. Purpose and Background
- y. Purpose, page 7
- z. "North Carolina A & T State University's Housing and Residence Life Department invites proposals from qualified and experienced offerors to provide comprehensive janitorial services."

40.

- a. "This proposal will encompass designated Academic Buildings and Auxiliary Building on an as requested basis. Pricing will be requested but used to determine future needs."

41. •

- a. 5.0 SPECIFICATIONS AND SCOPE OF WORK, page 17
- b. The Janitorial Service Contractor will provide all labor, materials, transportation, equipment, supervision, and all necessary items needed to perform complete Janitorial services for all facilities as specified herein.

42. •

- a. The Purpose and Background suggests that with the provided buildings listed, only residence halls fall under the scope of the RFP and that "pricing only" is requested for additional buildings. Whereas, 5.0 Scope references the full facility list.
- b. Do all of the listed facilities fall into an awardable scope with RFP #59-P2388?
- c. \_\_\_\_\_
- d. Custodial Services (BT012KO) vs. Building Inventory
- e. There are slight discrepancies between the Building Inventory list uploaded 9/3/24 and the Custodial Services (BT-12KO) pricing table.  
**This to be corrected in Bonfire.**
- f. Can the Item description on BT-12KO match the Building Name column in the Building Inventory file?
- g. For example: Residence Halls

- 43. • - Brown Hall, Morrison Hall on Building Inventory, not BT-12KO
- 44. • - Speight Hall on BT-12KO not Building Inventory
  - a. 

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  - b. In response to the State's requirement that each vendor submits questions or issues regarding any term, condition, or other component to the RFP in the Proposal Questions Section, Aramark Management Services Limited Partnership, LLC ("Aramark") respectfully requests the opportunity to negotiate certain terms, included with and absent from, the Request for Proposal, including, without limitation, the following: **Amendments or Adjustments can be negotiated but not guaranteed to be accepted.**
- 45. •
- 46. • 1. Attachment C - North Carolina General Terms & Conditions [link], page 56 Termination for Convenience in Section 2(c) of the North Carolina General Terms & Conditions – would the State consider mutuality?; **NO**
- 47. • 2. Renewal Rights in Section 1.1 of the RFP, page 8 – would the State consider mutuality?; **NO**
- 48. • 3. Attachment C - North Carolina General Terms & Conditions [link], page 56 Insurance Requirements in Section 15(b) of the North Carolina General Terms & Conditions – Would the state consider a modest modification to align with Aramark's insurance policies?; and
- 49.
  - a. 2.3 NOTICE TO VENDORS REGARDING RFP TERMS AND CONDITIONS, page 9 Aramark respectfully requests the State's consideration of the following additional contract terms, which Aramark can include in its final proposal and the Parties can negotiate following award:
- 50. *Would the State consider allowing for Buyback Terms of Capital Investment and Start-up Costs?* **No**
- 51. Would the State consider allowing a provision addressing the treatment of, and Responsibility for, Hazardous Substances and Pre-Existing Conditions? **TBD**
- 52. Would the State consider allowing adjustments to Proposed Pricing, including Mutual Renegotiation Rights? and **No**
- 53. Would the state consider a Mutual Waiver of Consequential Damages and Liability Limitations associated with the pending contract? **No**
- 54. It was stated at the site visit that there would be instances when buildings would be expected to be turned around within a day or less notice at times. What is the expectation/scope of work for these instances? **TBD**
- 55. Can the university please provide the current contracted staffing level per shift? **No, staffing is determined solely by vendor.**
- 56. Are there differences between this RFP and the current contract? If so, what are the key changes? **Addition of potential Academic Buildings.**
- 57. Will we need to provide our account manager with a computer or is this something that the university would provide? **No.**
- 58. Are there any vehicles that will be provided by the university for the use of the contractor? **No**
- 59. Would the university prefer the contractor to include medical benefit costs for the employees into the total yearly proposal cost, or bill it separately as a direct passthrough dependent on the number of employees that choose to take medical benefits? **This is not a University responsibility to provide benefits to non-state employees.**
- 60. Is there anything that the university would like to see approved upon with the services that are currently being provided? **No**



61. Are there any days throughout the year where custodians will not be expected to work? If so, can the university please list out these days? **This will follow University Calendar.**
62. Are there holidays that the custodians will be expected to work on? What holidays are these? **No**
63. The portal states that a PDF is required for "Custodial for Student Center". What document must be supplied in that field? **Scope has been provided.**
64. Where in the portal do we submit required attachments, ie References, Location of workers Utilized by Vendor, Condition of Financial Condition? **Bonfire has these sections listed as requested information.**
65. Who is the incumbent contractor and how long have they been providing their services? **Budd Services 7 years.**
66. What is the current annual contract/budget for this contract? **\$900,000 annually**
67. Please provide the past three months of invoices?
68. What are the areas you like to see improvement with a new vendor? **We are currently satisfied with our current vendor, this bid is not issued because of dissatisfaction.**
69. Are there any significant changes from the previous solicitation? **Addition of Academic buildings possible.**
70. Can you provide the flooring type breakdown of all locations (i.e. Carpet, VCT, Tile, Concrete, etc.)? Total square footage of % of total square footage? **Not available.**
71. Can you provide the current staffing numbers- day porter staff, evening shift, etc.? **Approximately 15 employees by provider.**
72. Is it possible to get the current consumable (i.e. paper, plastic, soap, etc) supply usage data and total cost for the year? List of products, quantities etc.? **That is currently known by current vendor and included in current contract.**
73. Will the vendor be permitted to use a washing machine on campus for cleaning of clothes, mops, etc.?
74. What are the height restrictions of interior and exterior window cleaning? **1<sup>st</sup> floor.**
75. What is the maximum height required for windows to be cleaned? **1<sup>st</sup> Floor**
76. Are current employees for current vendor performing services part of any union(s)? If yes, please share seniority list with start date, hourly rate, daily shift schedule, etc. **NO**
77. There are 2 areas stating a points system to evaluate proposals. One section states a total of 180 points maximum and also shows 40 points potential for price, the second reference states 225 points maximum, which points system will be used? **The Evaluation adds to 225 points.**
78. How many evaluators will make up the review committee and who will be the on the committee? **Key stakeholders.**
79. The current shifts for the Academic and Administration are listed, is it the University's desire to have staff in each Academic and Academic building on all 3 shifts if a building is contracted? **No just 7-pm.**
80. Minor emergency calls after normal hours are stated to be provided at no additional charge, is there average on the number of after hour minor emergency calls over the past 5 years? **That information is not available and could vary.**

81. It is stated that additional staff will be provided for events at no additional cost, please share the number of events per year and the number of staff needed for each of these events. **If request is outside scope, additional cost can be discussed based on service request.**
82. An audit is referenced in this section. Who performs the audit referenced? Is the audit referenced available for review? **The State Auditor has the ability to audit any contract held by the State.**
83. In reference to hard floor maintenance, in section 5.2.4 stripping and waxing is shown as twice annually and in the Routine Custodial chart it is shown as quarterly. What frequency for all hard floors should be used? **The same frequency.**
84. Carpet care is listed as quarterly in the Routine Custodial and annually in 5.2.4 Floor Service, what frequency should be used? **Refer to carpet Shampooing and Extractions.**
85. The Level 2 APPA Standard is highlighted, is APPA 2 the desired level requested for this RFP for both Residence Halls and Academic and Administrative space? **It is the goal to obtain an overall Level 2**
86. What instructions are there for the Vendor Response table? **Listed in the RFP**
87. There are several listed buildings without any square footage data. Will you please provide this information? **This has been provided in Bonfire**
88. The building list is incomplete, or the names are inconsistent with the Price Sheet. Please provide clarity. The building list includes the farm which only has 2 areas to be cleaned, **The Farm Office and the Ag Pavillion all other are not cleaned**
89. Several buildings are listed on the pricing sheet that are not on the building data tables. Will you provide the data for those buildings? **Price Sheet will be corrected.**