



Date: September 5, 2024
To: All Potential Bidders
Subject: Addendum No.2 – Questions & Answers
Bid #: 24-027 FIRE SAFETY INSPECTION SERVICES

The following are questions brought up at the Pre-Bid Meeting on August 29, 2024. These answers

- **How often are inspections performed?**
 - We are asking for annual inspections only. Weekly inspections are done in-house.
- **What format are building reports being submitted?**
 - They are currently being submitted physically, on paper.
- **Will Troy determine the inspection schedule for each building?**
 - Yes, that information is notated on the schedules provided in the bid packet.
- **Are inspections performed during normal business hours?**
 - Yes, that is the expectation.
- **How many buildings require a lift?**
 - Physical Plant will research as we are not certain at this time.
 - **Is there an option to use the University's lift?**
 - Physical Plant will research as we are not certain at this time. The University Physical Plant no longer owns any man lifts and rents them on a project-by-project basis – This can be addressed for billing/rental at the time of inspections
 - **Can the schedule be adjusted to include inspections with lift requirements together?**
 - Yes, that can be arranged. Yes, buildings can be adjusted to accommodate lift rental to maximize lift use efficiency.

- **Can a company subcontract a specialist for a portion of the contract, submitting a single bid under the primary company with a single point of contact? Would this violate the 3rd party policy?**
 - Point 13 under the Scope of Services portion of the RFP states:
 - The contractor shall not sell, transfer, assign, or otherwise dispose of this contract to any third party for the performance of their work. Exceptions are services outside their normal expertise such as excavation. All subcontractors must be approved prior to the start of work by the Maintenance Manager or Physical Plant Director.
 - The Purchasing Department and the Physical Plant have agreed that subcontract partnerships are allowed to submit a bid as a single party under one company due to specialization. Subcontractors and agreements must be reviewed and approved by the Physical Plant.
- **How many units are in the new buildings?**
 - ★ Jones Hall and the CMMS building will not be included in the first year of this contract. There has not been a comprehensive unit count or system assessment at this time.
- **Are previous inspection reports available for review?**
 - Yes, to request these reports please contact the Physical Plant. The point of contact is noted below.
- **Can we schedule walk-throughs of the buildings before the bid?**
 - Yes, please get in touch with the Physical Plant to schedule these. Point of contact: Robert Woodmansee - info below:

Robert Woodmansee
Physical Plant Operations Manager
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End of Addendum No. 2