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REQUEST FOR PROPOSALS # 26-14
Laundry Equipment and Services
University of Maine System
ADDENDUM #1

The University of Maine

This addendum responds to questions submitted by vendors.

University of Maine
at Augusta

Q1. Would the University entertain the thought of buying the machines by the truck load?

University of Maine
at Farmington

A1. The UMS is seeking a comprehensive, full-service laundry service provider. However, bidders are welcome to submit an alternative proposal for review by the RFP committee.

University of Maine
at Fort Kent

Q2. Can I receive the last 3 years of income at each university?

A2. Income for the three past years (totals):

University of Maine
at Machias

UM- ~\$570,000

UMF \$118,294

University of Maine
at Presque Isle

USM- \$181,054

University of
Southern Maine

Q3. What kind of card systems are in place at each school? Are there any future plans to modify or change these systems?

A3. Below, is some specific information regarding card readers:

UM- Blackboard will continue to be in use for duration of contract.

UMF- (Unless "free play" option is selected) Off-line card readers currently being used and are planned to be used in the future.

USM- (Unless "free play" option is selected) CBORD will continue to be in use for duration of contract. In this event, contractor will be responsible for all cost associated with the new interface, including the replacement of existing Flexcom system with an IP based card solution.

Q4. Will the UMS award all 3 universities to one vendor or could the award be split between different vendors?

A4. The UMS intends to award a single contract.

Q5. What does each University charge for a washer and dryer (per cycle)?

A5. Below, is the information on current per cycle charges for the three campuses:

UM: Washers- \$1.25/cycle; Dryers- \$1.25/cycle

UMF: Washers- \$1.30/cycle; Dryers- \$1.30/cycle

USM: Washers- \$1.50/cycle; Dryers- \$1.30/cycle

USM (Upperclass Hall): Washers- \$1.25/cycle; Dryers- \$1.25/cycle

Q6. Where are card systems and/or coin-operated machines being used?

A6. Currently, with the exception of University Park, all laundry equipment is controlled via on-line and off-line card readers. As outlined in the RFP, as a result of this process, one or more campus may elect the "free play" option.

Q7. How much money kept by vendor (University Park)?

A7. If Contractor provides discount on cost of equipment for UM residence halls, all revenues from University Park machines may be retained.

Q8. Will current coin-op machines need to be tied into new card readers?

A8. University Park will remain coin operated regardless of free play or card/coin on campus. Also, no online notification will be required for these machines.

Q9. Pricing to be presented as complete package or broken out by campus?

A9. Pricing shall be broken out by campus.

Q10. Will UMF be migrating to an on-line system?

A10. UMF is currently using off-line cards with separate card for laundry (not part of general student card). At present, there is no interest in migrating to an on-line system.

Q11. Please provide details surrounding UMF's need for commercial equipment (1 washer 1 dryer)?

A11. Lockwood Hall will be taken off-line as a residence hall during summer of 2014. However, there is a possibility to use the existing laundry room for commercial washer and dryer (or use 4 smaller machines).

Q12. Please confirm, is pricing to be enclosed in its own envelope?

A12. Yes. Pricing shall to be broken out by campus and enclosed in a separate envelope.

- Q13. Would the University of Maine except a bid of Speed Queen non coin operated energy efficient front load washers and stack dryers for the UM Campus, USM Campus and the UMF Campus? We would service, supply parts and complete all the preventative maintenance all included.
- A13. The purpose and scope as well as the evaluation criteria have been provided within the RFP. Vendors may respond as they feel best. All responses (proposals) will be considered and evaluated as described in the RFP and its Addenda.

Clarifications

- C1. For locations using either on-line or off-line card readers, there is no interest in redundant systems (coin backup).
- C2. UM & UMF are interested in tiered pricing for washers; cold wash, warm & hot wash.
- C3. Worksheet referenced in Section 4.4.2 is not provided. However, responses should reference this section.
- C4. Example Pricing Points Calculations (Section 4.2.3) should reflect the following:

Example of Pricing Points Calculation:

1. Bidders A's total cost is found to be \$1,000 (the lowest)
 2. Bidders A is awarded 40 price points
 3. Bidders B's total cost is found to be \$1,100
 4. Bidders B is awarded 36 price points ($1000/1100 \times 40$)
 5. Bidders C's total cost is found to be \$1,500
 6. Bidders C is awarded 27 price points ($1000/1500 \times 40$)
- C5. Though this contract is primarily for UM, UMF & USM, all campuses of the University of Maine System must be afforded the use of this contract, with all of the same contract terms and conditions applicable to various University locations. (Augusta, Fort Kent, Machias & Presque Isle).
- C6. UM may elect to lease machines and independently handle all logistics associated with the on-line readers (e.g., purchase, maintenance & software updates).

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