



16 Central Street
Bangor, ME 04401-5106

Main: 207-973-3200
TDD/TTY: 207-973-3262
www.maine.edu

REQUEST FOR PROPOSALS # 29-14
Campus Building Re-Key and
Access Control Systems
University of Southern Maine
University of Maine at Augusta
ADDENDUM #3

The University of Maine

This addendum corrects/clarifies the Request for Proposals.

University of Maine
at Augusta

Paragraph 1.6 Award of Proposal: Add, "The University reserves the right to award this Request for Proposals all to one bidder or to multiple bidders (separating awards for the campus building re-key from the access control systems), whichever the University deems to be in its best interest. The paragraph now reads:

University of Maine
at Farmington

Award of Proposal: The University reserves the right to award this Request for Proposals all to one bidder or to multiple bidders (separating awards for the campus building re-key from the access control systems), whichever the University deems to be in its best interest. Presentations may be requested of two or more bidders deemed by the University to be the best suited among those submitting proposals on the basis of the selection criteria. After presentations have been conducted, the University may select the bidder(s) which, in its opinion, has/have made the proposal(s) that is/are the most responsive and most responsible and may award the Contract to that/those bidder(s). The University reserves the right to waive minor irregularities. Scholarships, donations, or gifts to the University, will not be considered in the evaluation of proposals. The University reserves the right to reject any or all proposals, in whole or in part, and is not necessarily bound to accept the lowest cost proposal if that proposal is contrary to the best interests of the University. The University may cancel this Request for Proposals or reject any or all proposals in whole or in part. Should the University determine in its sole discretion that only one bidder is fully qualified, or that one bidder is clearly more qualified than any other under consideration, a contract may be awarded to that bidder without further action.

University of Maine
at Fort Kent

University of Maine
at Machias

University of Maine
at Presque Isle

University of
Southern Maine

Explanation: It is in the University's best interest to have the flexibility to award re-keying and access control all to one bidder or to separate bidders.

Paragraph 1.14 Proposal Submission: third line – remove "by 2:00 p.m." The corrected paragraph reads:

Proposal Submission: A **SIGNED** original **and** two (2) copies of the proposal must be submitted to the Office of Facilities Management, University of Southern Maine, 25 Bedford St., Portland, ME 04104, in a sealed envelope, Friday April 18, 2014 to be date stamped by the Office of Facilities Management in order to be considered. Normal business hours are 8:00 a.m. to 4:30 p.m., Monday through Friday. Bidders may wish to call (207) 780-4160

to determine if University operations have been suspended. Proposals received after the due date will be returned unopened. There will be no public opening of proposals (see Confidentiality clause). In the event of suspended University operations, the bid opening will be rescheduled for the next business day at the same time and location. Vendors are strongly encouraged to submit proposals in advance of the due date to avoid the possibility of missing the due date because of unforeseen circumstances. Vendors assume the risk of the methods of dispatch chosen. The University assumes no responsibility for delays caused by any package or mail delivery service. Postmarking by the due date WILL NOT substitute for receipt of proposal. Additional time will not be granted to any single bidder, however, additional time may be granted to all bidders when the University determines that circumstances require it.

FAXED OR E-MAIL PROPOSALS WILL NOT BE ACCEPTED. The envelope must be clearly identified on the outside as follows:

Name of Bidder
Address of Bidder
Due Date
RFP#

Explanation: The inclusion of the phrase "by 2:00 p.m." in a Request for Proposals (RFP) was an administrative error. University of Maine System RFPs are due by the close of business on the due date. University Request for Bids (RFB) do contain the "by 2:00 p.m." language to allow for a public opening of the bids. There is no public opening of Request for Proposals.

Rachel Piper
University of Maine System: Strategic Procurement
Director of Strategic Sourcing

May 15, 2014