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**REQUEST FOR PROPOSALS #050-16
On-Call Services for Facilities Management
University of Maine System
RESPONSE ADDENDUM #1**

This addendum responds to initial questions submitted by vendors.

The University of Maine

University of Maine
at Augusta

Q1. Are you looking for preventative services as well as on-call and emergency services Mechanical Services Trades J, K, & L?

University of Maine
at Farmington

A1. *Yes, certain campuses are looking for preventative maintenance services for all of the buildings on campus. Scoring for Cost Response will be for the hourly on-call rates only.*

University of Maine
at Fort Kent

Q2. Page 14, Section 1.21 Pricing – explain “All-inclusive”?

University of Maine
at Machias

A2. *“All-inclusive” is in regard to labor rates to include, but not be limited to, all cost including tools, expendables, small materials packages, and transportation or trip charges as well as cost plus for markup on materials. Additional charges, i.e. fuel surcharges and/or travel charges will not be allowed.*

University of Maine
at Presque Isle

University of
Southern Maine

Q3. Regarding Mechanical Services, besides the campus list is there an actual building list and location available of each building on campus, or is this supposed to cover all buildings on each campus?

A3. *This is to cover all buildings at each campus requesting services. Additional buildings that are owned by each University that is not located on the actual campus are to be included, i.e. satellite locations – Darling Marine Center located South Bristol, ME.*

Q4. Can Respondent offer different hourly/labor rates for different campuses, and if so, how?

A4. *Yes, due to the geographic locations of each campus the Respondent can provide different hourly/labor rates for different campuses. Respondent may provide, for example, Appendix B Cost Response form for each campus or provide an attachment of detailed rates.*

Q5. Regarding Trade O – Roof Repair & Maintenance Services is the University looking for Service Annual Maintenance Agreement for roofing?

- A5. *The Respondent may provide pricing for Service Annual Maintenance Agreement for roofing however scoring of response will be based on hourly rates for On-call Services.*
- Q6. Appendix B - Cost Response Form for Roof Repair & Maintenance Refers to Section 1.32, should that be 1.33 for Alternatives? It also says for Trade R, Roofing is listed as Trade O.
- A6. *The Cost Response should refer to Section 1.33, not 1.32. Roofing is Trade O, not R. This was a typo.*
- Q7. When a Service Call is generated, when does the clock for billable hours start and end? Is it from the time the Technician is dispatched and is in route, or does the clock start only once the Technician is on-site?
- A7. *Once the Technician is onsite the clock start and end when the Technician has completed work.*
- Q8. Is there an allowance for “minimum emergency call time”? For example, Respondent’s company policy is that after hours emergency calls are billed at a two (2) hour minimum.
- A8. *Yes, Respondents are to include in their detailed rate structure.*
- Q9. Is the Alford Ice Arena in Orono part of the On-call packet for Trade L – Mechanical Services for HVAC? Ice generation is a specialty within the HVAC trade and may require additional expertise to properly service.
- A9. *Yes, the Alford Ice Arena in Orono air handling equipment and boilers are included. The ice equipment is taken care of by the Steam Plant Technicians. The University of Southern Maine contracts separately the ice making equipment from the HVAC and boiler equipment for their ice arena.*

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