



Procurement and Contracting Services

Request for Bids for Moving Services

Addendum #1

**Please mark all Bid submission
Files with the following information**

**Sealed RFB # L052209
Due on August 16, 2022 no later than 2:00 PM, MST**

This addendum is issued to answer questions received prior to the August 2nd deadline.

- In terms of the format for our response, you'll require just the Pricing Page, Certification of Bid and Legal Worker Certification, correct? Should we fill them out, print them and include as PDF files?

Yes. Please submit these forms as a single pdf to the Box location specified in the Request for Bid (RFB).

- Would you like any company background information, sales type literature or other information about our company? We also have a flyer that we give to customers on helpful hints for facilities moves. Would that be appropriate to include with our submission?

This type of information is not necessary to be included with your response.

- Regarding 4.29 "Parking," I assume that we can not charge the University for any parking permits/decals that we purchase – it must be built into our rates? –

Yes, any charges for parking should be built into your rates.

- Regarding 4.31 "Price Adjustment For Multi-Year Contracts," is one agreement period defined as the 3 years that the contract will run? In other words, are we allowed to submit a price change request after one year of the agreement or must we keep our rates firm for the 3 total years of the agreement?

Rates must remain firm for the initial three years of the contract.

- Regarding the number of contractors selected, you reference that you may select one or multiple vendors. In Section 5.0, you reference in the section on Procedures for Classification B, that all three contractors will be contacted. Is it your intention to select 3 vendors and have them always bid on Classification B moves, but use just the primary award winner to handle all Classification A moves when available? If this is not the case, will you bring outside vendors to bid on Classification B moves if you only award one vendor the contract? It's unclear to me how the process will work for Classification B moves. –

It is our intention to award to multiple vendors for flexibility and competition, when applicable. Vendors not awarded contracts under this RFB will not be included in any bidding for Classification B moves.

- Regarding claims for damage in the Contractor's Responsibilities Item 7, you mention that contractors will be responsible for all damages incurred during moves. Our normal liability is for \$.60 per pound per item (which is the industry standard). When you request additional coverage, we charge a premium for this (also an industry standard). Would you like our price for this premium

coverage? Alternately, we could build this coverage into our rates, if you'd prefer. Either way, if you want the replacement coverage, there is a cost to that.

Please provide your premium coverage separately.

- Also regarding claims for damage in the Contractor's Responsibilities Item 7, you state that "the department has sole discretion as to repair or replacement of damaged items." This is not a way that we settle claims. As long as we are able to fix an item to its original condition, it's our discretion to fix it – of course we'll do this in a way that keeps the customer satisfied. This is also an industry standard. As an example, if we damage the case on a centrifuge and we can replace the case for \$500, we would not be willing (or need to) replace the entire centrifuge for \$25,000. I just want to bring that to light – that we can't agree to that provision.

If a damaged item can be repaired to at or near its pre-move condition, that is acceptable.

All else remains the same.