

JSU CUSTODIAL AND MAINTENANCE RFP 25-07
 ADDENDUM #3
 Question & Answers

No.	Question	JSU Response	Question Category
1	Can we get a list of last year's events and where they were located?	The only event for Housing is Move-In. A list of last year's campus-wide events will be provided by the Office of Purchasing upon email request.	Events
2	Annual events supported? Expected events to be supported? Just janitorial or set up and break down?	Cleaning services are typically included with event requests. Set up and break down, outside of Housing and events on the Plaza, are not the responsibility of custodial contractors, as it relates to campus-wide events.	Events
3	Expectations for Athletic Events? i.e. Clean stadium after home football games?	Buildings located on campus including those used for athletic purposes should be cleaned at an APPA 2 Standard. Event requests may be submitted for additional cleaning during and following an event.	Events
4	How many special events are there per year that need supported by custodial? Maintenance? By Size, type/name, and location	A list of last year's event will be provided by the Office of Purchasing upon email request.	Events
5	Is the vendor responsible or assisting in any way for setting up and taking down commencement services? If yes, Please detail how	Cleaning services are typically included with event requests. Set up and break down, outside of Housing and events on the Plaza, are not the responsibility of custodial contractors, as it relates to campus-wide events.	Events
6	What is the scope of work in the athletic buildings? Are there cleaning/event support tasks for home athletic events?	Buildings located on campus including those used for athletic purposes should be cleaned at an APPA 2 Standard. Event requests may be submitted for attendant(s) and additional cleaning following a home game event.	Events
7	I do not see event set ups or moving included in the scope of work. Who is responsible for event set up and moving?	The University has a separate agreement in place to cover moving support needs, excluding Housing Move-In Day events.	Events

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8	Section 2 Page 10 re Special Events. Please provide examples of event extent / sizes and last year's history on all event setups including labor hours.	Housing's Move-In event set up includes hanging banners, placing flags around the parkway. For additional event information, please submit a request to the Office of Purchasing to obtain the report.	Events
9	Can you provide a list of events and activities requiring setup and tear downs?	Move in banner and flags placement around campus for Housing events. Please email the Office Purchasing for a copy of the campus-wide events report.	Events
10	Do you have a budget for this RFP?	Yes.	Finance
11	There is a 5K per repair threshold and a 2K authorization can we get more clarification? If the contractor is liable for repairs under 5K how does this work with an over 2K authorization?	Contractors are to cover repair costs \$5000 or less. JSU shall be notified on an information basis of planned repairs \$2000 before vendor proceeds. The intent is to minimize excess funds used to potentially repair items that may be better to replace based JSU capital improvement and renovation plans and/or equipment life cycle.	Finance
12	Current annual Maintenance Budget?	This information would have to be obtained through a public records request.	Finance
13	Current Capital Project Budget?	This information would have to be obtained through a public records request.	Finance
14	Is there a budget for this contract, both Base Bid and Alternate Bids?	Yes.	Finance
15	What is the current annual contract/budget for this contract?	This information will not be provided as requested.	Finance
16	Please provide the past three months of invoices?	No. This information will not be provided as requested.	Finance

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17	Who should financially handle contracts for special third-party vendors - Provider holds contracts and pays or you hold contracts and chosen contractor manages? Essentially, is it desired that all contract costs to reside with the provider and be invoiced for total monthly all-inclusive service? Question applies to contracts such as: (indicate who is to hold what)	Providers are financially responsible for third party vendors that support services provided in proposals. JSU is responsible for paying the primary contractor.	Finance
18	Page 12 Financial Thresholds and Exclusions. Bullets one and two appears contradictory. The first bullet speaks to \$5,000, bullet two speaks to \$2,000. Please clarify what the contractor is responsible for.	Contractors are to cover repair costs \$5,000 or less. JSU shall be notified on an informational basis of planned repairs exceeding \$2,000 before vendor proceeds. The intent is to minimize excess funds used to potentially repair items that may be better to replace based JSU capital improvement and renovation plans and/or equipment life cycle.	Finance
19	Please provide historical data on annual spend on repairs up to \$5,000 and repairs up to \$2,000. Please provide an allowance based on historical spend for all bidders to carry to help level bids.	Contractors are to cover repair costs \$5,000 or less. JSU shall be notified on an informational basis of planned repairs exceeding \$2,000 before vendor proceeds. The intent is to minimize excess funds used to potentially repair items that may be better to replace based JSU capital improvement and renovation plans and/or equipment life cycle.	Finance
20	Language speaking to excess of thresholds \$2,000 or \$5,000, will contractor be responsible for the first \$2,000 or \$5,000?	Contractors are to cover repair costs \$5,000 or less. JSU shall be notified on an informational basis of planned repairs exceeding \$2,000 before vendor proceeds. The intent is to minimize excess funds used to potentially repair items that may be better to replace based JSU capital improvement and renovation plans and/or equipment life cycle.	Finance

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21	How much is the current custodial annual billing?	This information would have to be obtained through a public records request.	Finance
22	Would you like a fixed price or a cost of operations contract?	Fixed	Finance
23	Please provide the annual cost for the current janitorial contract.	This information would have to be obtained through a public records request.	Finance
24	Please provide the annual cost for the current maintenance contract.	This information would have to be obtained through a public records request.	Finance
25	How long have the incumbent(s) been serving JSU?	This information would have to be obtained through a public records request.	Finance
26	What is the estimated cost of the annual audit the contractor is to absorb?	The contractor is expected to absorb the costs associated with conducting all required financial, compliance, operational, and facility-related audits annually. The specific cost will depend on the contractor's approach, resources, and methodologies to fulfill these requirements effectively. Contractors should consider these factors when preparing their bid proposals, as the scope of the audit will be reviewed during the evaluation process.	Finance
27	Can we see Operational / Maintenance Budget Spend detail: a. One year of utility bills: gas, electricity, and water for the University; b. Gas, electricity, and water. (actual utility bills because it shows additional information such as the rate and meter information)	No. The selected contractor will not be responsible for utility billing management nor energy saving efforts.	Finance
28	Is APPA 2 the standard for the current contractor?	An APPA 2 Standard was not explicitly requested in previous contracts.	General
29	Is SSC still the current incumbent?	There is no incumbent based on the scope of services and expectations identified in this RFP.	General

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30	Has the contract expired or is the University soliciting bids due to performance	All contracts have been fulfilled through term.	General
31	Can you provide the bid tabulation, addendums, and Q&As for the previous tabulation?	No. This is a different scope than the most recent RFPs issued associated with custodial and maintenance services.	General
32	Will the University explore separating the Janitorial and Maintenance?	As indicated in the RFP "While proposals from providers specializing in a single service area will be considered, preference will be given to companies capable of delivering multiple services directly."	General
33	What was the previously awarded contract amount? is this posted on open records and if so, where can I request the information?	Please visit JSU's website at www.jsums.edu to view the University's Public Records Policy and to access related forms.	General
34	Is the current RFP same or different from previous years/awarded contract?	The RFP is different in scope and expectations.	General
35	Please provide the Gross Square Footage by building for the whole campus?	Please see Appendix D for all buildings relevant to this RFP.	General
36	Lastly will you be answering questions as they come in, or all at one time?	Responses to inquiries will be posted on January 21, 2025 as indicated in the RFP.	General
37	Can you provide the current shift times that are being worked?	E&G custodial shift times currently span and overlap throughout a 24-hour period. Housing maintenance is M-F from 8am-5pm. On-call services have been required.	General
38	Is the campus fully watered/full sprinkler coverage?	No. However, all residence halls have sprinkler systems.	General
39	What is the correct square footage at 101 Capitol Centre, only the first floor was included.	The 101 Capitol Centre is correct. You may be referring to One University Place which has been updated in Addendum #2.	General

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40	Water Softener system: Present or not. If present is it campus wide or serves just the kitchen?	There is no water softener system on campus.	General
41	Can you find out how many maintenance staff they currently have?	There are currently JSU seventeen (17) dedicated maintenance staff members.	General
42	Are they union?	No. JSU maintenance staff are not unionized.	General
43	Water treatment present?	Yes, as it pertains to HVAC systems; including cooling towers, chill water and heating water systems.	General
44	Do you feel the Campus is currently at APPA 2 conditions?	Bidders were able to walk through the campus and make a determination.	General
45	Who is the current Custodial Vendor? Campus Wide? Residential Halls?	There is no maintenance agreement for E&G spaces. SSC provides E&G Custodial Services. Sodexo Magic provides custodial and maintenance for Housing. Leah Chim provides custodial and maintenance for One University Place.	General
46	Who is the current Facility Maintenance Vendor? Campus Wide? Residential Halls?	There is no maintenance agreement for E&G spaces. SSC provides E&G Custodial Services. Sodexo Magic provides custodial and maintenance for Housing. Leah Chim provides custodial and maintenance for One University Place.	General
47	Who is the incumbent contractor and how long have they been providing their services?	Sodexo Magic, SSC, Leah Chim. For length of services, please submit a public records request.	General
48	What are the areas you like to see improvement with a new vendor?	The RFP outlines the University's desired services.	General
49	Can you provide the current staffing numbers - day porter staff, evening shift, etc.?	JSU does not have authority to release third-party staffing data. However, shift times currently span and overlap throughout a 24-hour period.	General
50	Are custodians required over the weekend. If so, where are they required?	Yes. Communal bathrooms, study lounges, dining areas, etc.	General

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51	Which buildings are Day Porters required? How many per building?	Bidder should propose solutions that ensure identified standards are met.	General
52	Are there any buildings/areas that require APPA 1 cleaning?	JSU would like the following office spaces cleaned at an APPA Level 1: President's Office, all VP Offices, all Dean Offices, and Financial Aid.	General
53	Are there storage area(s) throughout campus for the bulk storage of supplies?	Yes. The University Pointe clubhouse is used as a storage area for bulk storage of supplies (as it relates to Housing). Storage is also provided in the Facilities and Construction Management building.	General
54	Will the vendor be permitted to use a washing machine on campus for cleaning of clothes, mops, etc.? If so, are there hooks up throughout campus?	There are no heavy-duty machines that will handle cleaning these items.	General
55	For RFP 25-07, will JSU award the entire bid to include Alternate Bid #1, and Alternate Bid # 2 to one bidder? Is it a requirement that all bidders bid alternate bid # 1 and Alternate Bid # 2?	It is not a requirement. As indicated in the RFP "While proposals from providers specializing in a single service area will be considered, preference will be given to companies capable of delivering multiple services directly." Please also see Atl. Bid 2, Part 1, item 1.1.	General
56	Is there any intention to award to multiple bidders? If yes, please explain possible split.	JSU is not excluding any options for the base and Alt 1 bid. However, see Atl. Bid 2, Part 1, item 1.1. for preferred provider qualification which may be awarded as a sub-contractor or a primary contractor.	General
57	Please state if any MWBE participation requirements are in place or expected?	MWBE is not required. However, qualifying vendors may indicate their status on the vendor packet.	General
58	Page 2 of 14 regarding statement of exclusion for chillers in L.E.E. Williams and Peoples. It cited both chillers have undergone recent renewal and still under warranty. Who is	Trane	General

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	providing essential required maintenance to sustain warranty standing?		
59	Would the bidding amount need to cover the entire 5 years of the contract?	Please indicate the annual rate for services to be provided.	General
60	Can vendors bid on the custodial only?	Yes.	General
61	Is JSU satisfied with the current provider's performance?	Providers are in good standing.	General
62	Do we have permission to use your logo and website images within our proposal?	Yes. Permission is granted for the logo and website images for the proposal only. See approved logo below.	General
63	Will you be awarding this contract to one proposer or to multiple providers?	As indicated in the RFP "While proposals from providers specializing in a single service area will be considered, preference will be given to companies capable of delivering multiple services directly."	General
64	Would you please provide the list of attendees for each site walk?	No. N/A to bid proposals	General
65	Please identify which services listed within the RFP are currently outsourced or self-operated.	Custodial and Housing maintenance.	General
66	Would you please provide a list of subcontractors that currently provide any facility maintenance work associated with this RFP?	NA	General
67	Can you provide an estimate/history of office relocations and furniture moves?	Housing contracted out	General

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68	On pg. 6 of the RFP, listed under the 'staffing' section, it is stated that the contractor must be licensed and bonded in the State of Mississippi and that the information must be included with the bid. Mississippi only provides janitorial licenses by city. Will that suffice and meet the requirements listed?	Selected firms must be licensed and bonded in the State of Mississippi. This ensures compliance with state laws, professional standards, etc. verses local ordinances, zoning laws, and regulations which may be slightly different.	General
69	Mississippi does not have a prevailing wage law. Can you provide the prevailing wage source for Jackson?	N/A	General
70	Please provide the current number of staff of the incumbent(s) for both janitorial and maintenance.	JSU does not have authority to release third-party supply and financial data.	General
71	What would the university like to see improved over the current contract?	JSU would like the standards identified in the RFP met.	General
72	Is the scope of work listed in the RFP different from the current contract's scope of work?	Yes, in its extent.	General
73	Does the university have an on-campus washer and dryer that the contractor can utilize?	No	General
74	On page 6 under miscellaneous, it states that all employees working on the JSU campus will wear appropriate uniforms and badges for identification. Will JSU or the contractor issue name badges? If JSU issued, what is the cost per badge?	Uniforms are the responsibility of the contractor. JSU ID's will also be required and issued at a reduced cost (\$TBD).	General/Parking/ID
75	Is there a list of deferred maintenance by asset and by building, if so, can you provide a copy?	Yes. Please email the Office of Purchasing to request this report.	Inventory/Assets/Assessments

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76	Has there been a Facility Condition Assessment (FCA) done in the last five (5) years? If YES, can you please provide a copy.	Yes. A FCA was conducted in 2024. However, we are not at a point of releasing the report at this time.	Inventory/Assets/Assessments
77	With the inventory of HVAC assets will filter size and count be included, if not and you provide a filter count per change?	This information is available on the HVAC inventory list. Requests for this document are to be emailed to JSU's Office of Purchasing.	Inventory/Assets/Assessments
78	Can we get copies of the most recent roof inspections?	Please email the Office of Purchasing to request this report.	Inventory/Assets/Assessments
79	What buildings roofs are not under warranty?	The following buildings are under contract warranty: J.Y. Woodard, COFO, Press Box at MSVMS, Ayer Hall, Sally Barksdale, FCM. All others are not under contract warranty at this time.	Inventory/Assets/Assessments
80	Generators: I need to know how many they have. Bonus information is size and are they 100% backup or just emergency life safety equipment	Please email the Office of Purchasing to request this report. Bidders may utilize remaining site visits available to view equipment and facilities. See Addendum #4 for dates.	Inventory/Assets/Assessments
81	Chillers: How many and are they water cooled or air-cooled chillers	This information is available on the HVAC inventory list. Requests for this document are to be emailed to JSU's Office of Purchasing.	Inventory/Assets/Assessments
82	Boilers: number?	This information is available on the HVAC inventory list. Requests for this document are to be emailed to JSU's Office of Purchasing.	Inventory/Assets/Assessments
83	Grease traps: Number?	There are no grease traps in the residence halls. Any other Kitchen/Dining related grease traps are not included in this RFP.	Inventory/Assets/Assessments
84	Cooling towers: Number?	This information is available on the HVAC inventory list. Requests for this document are to be emailed to JSU's Office of Purchasing.	Inventory/Assets/Assessments

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85	Is kitchen equipment part of this RFP, if so, General idea of kitchen equipment, ovens, kettles, coolers freezers, etc. Or inventory list.	Yes, kitchen equipment is a part of the RFP. There are 78 kitchen hoods in One University Place. Please email the Office of Purchasing to request this inventory list.	Inventory/Assets/Assessments
86	Kitchen hoods; Number	There are 29 kitchen hoods in One University Place.	Inventory/Assets/Assessments
87	Laundry equipment: Brand and number of washers and dryers. Possible size if able?	Laundry equipment is not within the scope of this RFP.	Inventory/Assets/Assessments
88	Is there a lint collection system on the dryer equipment?	N/A. Laundry equipment is not within the scope of this RFP.	Inventory/Assets/Assessments
89	Are sprinklers present for the entire campus?	No. Not the entire campus.	Inventory/Assets/Assessments
90	Fire life safety equipment? Control panels Brand Name? and number?	Please email the Office of Purchasing to request this report. Bidders may utilize remaining site visits available to view equipment and facilities. See Addendum #4 for dates.	Inventory/Assets/Assessments
91	Cameras: Number and type?	<p>Avigilon IP Cameras - Outside – 250</p> <p>Dorms</p> <p>1.) Transitional - Avigilon IP Cameras – 51; 2.) Steward Hall - Avigilon IP Cameras – 30; 3.) Campbell North - Avycon Coaxial Cameras – 31; 4.) Campbell South - Avycon Coaxial Cameras – 31; 5.) Dixon - 40 - Avycon Coaxial Cameras – 40; 6.) Alexander East - Pelco Cameras – 48; 7.) Alexander West - Pelco Cameras – 48; 8.) Alexander Center - Pelco Cameras -20</p>	Inventory/Assets/Assessments
92	HVAC: Package units, split systems, roof top units, or air handlers?	This information is available on the HVAC inventory list. Requests for this document are to be emailed to JSU's Office of Purchasing.	Inventory/Assets/Assessments

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93	Can we be provided with a full assets list to include more than just the HVAC assets?	It is unclear what full assets are being referenced. However, additional walk through dates will be made available to bidders. See Addendum #4 for dates.	Inventory/Assets/Assessments
94	Can we get a copy of the campus master plan for capital?	No. Please utilized the approved JSU Capital Projects & Priority Statement.	Inventory/Assets/Assessments
95	If building envelope is included, can we get all the roof survey / analysis / inventory and current Maintenance plan and/or replacement plan.	This will be provided by the Office of Purchasing upon email request (roof and deferred maintenance reports).	Inventory/Assets/Assessments
96	What is the current Work order count and annual work order history over the past 5 years for base bis and alternative bid by type and building?	Information related to Housing has been managed by the provider and cannot be provided. However, please email request for E&G buildings to the Office of Purchasing to request a report of available data.	Inventory/Assets/Assessments
97	Can you provide the cleanable square footage per building?	An updated listing including cleanable square footage will be included in Addendum #4.	Inventory/Assets/Assessments
98	Is it possible to get the current consumable (i.e. paper, plastic, soap, trash liners etc.) supply usage data and/or total cost for the year? List of products, quantities etc.?	JSU does not have authority to release third-party supply and financial data.	Inventory/Assets/Assessments
99	What percentage of floors are Terrazzo? Carpet? VCT?	Additional site visit dates will be made available for bidders to gather this information. See Addendum #4 for dates.	Inventory/Assets/Assessments

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100	<p>Section 2 Page 9 re HVAC. Is there a formal Refrigerant Management Plan in Place? Is there a commitment to adhere to Phase Out Timelines? What are the expectations of MERV rating for filters? Further, it speaks to pneumatic controls service. What percent of MEP systems is still on pneumatics and what percent on DDC controls? What DDC controls exist and please provide an updated comprehensive points list. Is there an expectation to provide a building automation tech as part of staffing? Will the University hold the main programming contract for DDC controls updates and changes? Please confirm provider is not responsible for any chilled, heating hot water, steam infrastructures and delivery to the dorms or related main distribution controls.</p>	<p>Currently the University does not have a formal Refrigerant Management Plan.</p> <p>New filters shall be MERV 14.</p> <p>Less than 25% are pneumatic, the remaining are DDC.</p> <p>Currently there are two primary BAS Systems.</p> <ol style="list-style-type: none"> 1. Trane Ensemble 2. Schneider SmartStructure <p>A comprehensive points list is not available.</p> <p>It is not the expectation that the Service Provider provide a BAS tech.</p> <p>Yes, the University will hold the main programming contract for DDC controls updates and changes.</p> <p>Service provider is not responsible for chilled, heating hot water, steam infrastructures and delivery to the dorms or related main distribution controls.</p> <p>Service provider is responsible for the equipment and systems within each building.</p>	<p>Inventory/Assets/Assessments</p>

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101	Please provide an electronic listing of all MEP items to be maintained and repaired as part of base scope for residence halls and reflected in addendum #1 revisions.	Please utilized information provided on the HVAC Inventory list which may be requested via email to the Purchasing Office.	Inventory/Assets/Assessments
102	Please provide an inventory of lighting fixtures and lamp types.	Available information on lighting inventory may be requested via email to the Purchasing Office.	Inventory/Assets/Assessments
103	124. Section 2 Page 10 into 11 re: Preventive Maintenance. To develop a full-blown PM Plan, it is imperative we receive a comprehensive MEP Equipment Inventory for the dormitory buildings as well as all other E&G buildings for alternate. It is also critical to validate all MEP assets and gauge conditions and therefore should bidders include a full-blown asset tagging and operational deficiency report. Said report holds existing firm and protects both new provider as Said report holds existing firm and protects both new provider as well as the University. What PM Plan is currently in place? Please provide summary report of PMs generated vs Completed for last full year.	<p>An HVAC system equipment and inventory list is available upon request. Included in the list is a subjective condition rating provided by the University's 3rd party consultant and shall be verified/confirmed by the bidder prior to submitting their proposal.</p> <p>Currently, the only PM plan currently in place is a service contract for two (2) water-cooled centrifugal chillers (1,000-ton chiller at JA Peoples and 1,000-ton chiller at AAC). The service contract includes service of the cooling towers that serve these two chillers.</p>	Inventory/Assets/Assessments
104	Page 15 re Deferred Maintenance - Please confirm we are to conduct a full-blown facilities condition assessment and life cycle report for the dorms. Should we price same for the ALT E&G buildings and the rest of campus facilities.	Per the deferred maintenance scope described on page 15 of the RFP, please propose accordingly for base and Alt #1.	Inventory/Assets/Assessments

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105	Page 15 re Renovation and Improvement. Please provide typical historical project info. project examples, Number of, types, and dollar values. Is the volume of work anticipated enough to dictate bidders' price in a full-time project manager?	Please utilize the Capital Planning and Priority document made available. No full-time project manager is needed.	Inventory/Assets/Assessments
106	Please provide an inventory of HVAC Equipment and Lighting Inventory for the Resident Life Facilities that will require preventative maintenance as described in Alternate Bid # 1.	Please email the Office of Purchasing to request this report as indicated in Addendum #2.	Inventory/Assets/Assessments
107	What filter MERV ratings are in place and expected?	MERV 13	Inventory/Assets/Assessments
108	Please provide an inventory of HVAC Equipment and Lighting for the Main Campus Facilities that will require preventative maintenance as described in Alternate Bid # 2.	Please email the Office of Purchasing to request this report as indicated in Addendum #2.	Inventory/Assets/Assessments
109	Please provide a copy of JSU's Capital Projects and Priority Statement as stated in Addendum # 2 as well as any differed maintenance reports.	Please email the Office of Purchasing to request the Capital Projects and Priority Statement report as indicated in Addendum #2, as well as a copy of JSU's Deferred Maintenance Report.	Inventory/Assets/Assessments
110	Page 3 of 14 re purpose. Please provide a comprehensive list of all equipment associated with the project. While it speaks to HVAC. Are we to consider related items such as MCCs, disconnects etc.	Please email the Office of Purchasing to request this report as indicated in Addendum #2 and yes, please include MCCs, disconnects, etc.	Inventory/Assets/Assessments

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111	Page 4 of 14 Item D. Please provide current PM Plan and please provide full filter listing by building and equipment. Please provide filter MERV Rating requirements. What is minimum filter exchange frequency?	Filter quantities and sizes are provided in the equipment inventory list. Replacement filters shall be MERV 13.	Inventory/Assets/Assessments
112	The RFP primarily references maintenance activities, are there any equipment/system operation expectations or requirements?	Included in Addendum #2 scope	Inventory/Assets/Assessments
113	Can a list of all kitchen equipment be provided as well as location for each kitchen?	One University Place has refrigerators, stoves, dishwashers, & microwaves. Campbell North and South has refrigerators, and microwaves.	Inventory/Assets/Assessments
114	Has JSU completed a Facility Condition Index (FCI)? If so, please provide for reference.	Yes.....	Inventory/Assets/Assessments
115	Please provide a Master Plan if available.	The University is preparing to update its 10-year Campus Master Plan. Please utilized the capital investment priorities list made available.	Inventory/Assets/Assessments
116	Is the cost for parking permits, will contractor vehicles need permits?	General parking permits are required. https://www.jsums.edu/campuspolice/files/2014/08/Parking-Decal-Information.pdf	Parking/ID
117	Is there a parking pass fee for contracted employees? If so, how much? Are parking passes transferrable?	Yes. General parking (non-transferable) permits are required. https://www.jsums.edu/campuspolice/files/2014/08/Parking-Decal-Information.pdf	Parking/ID
118	Is there a fee for contractor parking on campus? If so, please provide the cost.	Yes. General parking (non-transferable) permits are required. https://www.jsums.edu/campuspolice/files/2014/08/Parking-Decal-Information.pdf	Parking/ID

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119	For the Traditional Halls, please provide the fixture counts (toilets, urinals, sinks, showers) for the community bathrooms.	Alexander Hall (Showers 70, Toilets 60, Sinks 70); Stewart Hall (Showers 30, Toilets 25, Sinks 20, Urinals 20)	Residence Halls
120	Can you please provide the number of student rooms in each building for each category: single, double, triple, quad	Alexander Center- 282, Campbell Suites – 134, Dixon Hall – 91, Stewart 93, Transitional Hall - 229	Residence Halls
121	Will there be summer camps and conferences? Please provide the approximate number of rooms that will need to be cleaned during the conference turnovers	Yes, there will be summer camps and conferences. The building locations are Alexander Center (282 rooms), Campbell Suites (approximately 424).	Residence Halls
122	Please provide the types of floor surfaces in the student rooms (VCT, carpet, LVT, etc.)	Residence hall have a mixture of VCT, carpet, LVT. Bidders will have an opportunity to conduct an additional walk through. See Addendum #4 for dates.	Residence Halls
123	The number of turned units for winter turn last year?	The number of winter turned units for last year was 135.	Residence Halls
124	What about camps? Are camps to be charged on an as needed basis and at an hourly rate? If camps are to be inclusive, please provide a history of camps.	Yes, camps will be charged on an as needed basis.	Residence Halls
125	Please provide resident room types by building. Single – 1 bed per room, Double – 2 beds per room, Triple – 3 beds per room, and Quad – 4 beds per room.	Alexander-Traditional double (186), Traditional Single (36), Suites (60, Campbell North Suite Single (64, Campbell South Suite Single (70), Dixon Suite Double (91), Stewart - Traditional Double (93), Transitional Suite Double (220), Suite Single (9). We do not have any Triples or Quads.	Residence Halls

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126	In reviewing the RFP, page 16, Alternative Bid Scope of Work the mention of the addition to base bid for custodial and residential maintenance service the alternative bid extends to maintenance services to all facilities on main campus. I would like to verify if this would include grounds as well.	Maintenance services requested consist of those listed on pages 9-16. This is applicable to the base bid and alternative #1 bid. However, as indicated in ADDENDUM #2, HVAC services should not be included in the Alternative I proposals and cost.	Scope
127	On page 16 it states that the alternate bid is for FM for the whole campus. What services will this include? i.e. custodial, maintenance, grounds, etc.	Maintenance services consist of those listed on pages 9-16. This is applicable to the base bid and alternative #1 bid. However, as indicated in ADDENDUM #2, HVAC services should not be included in the Alternative I proposals and cost.	Scope
128	Will the contractor be responsible for replacing appliances?	No	Scope
129	Does the contractor manage the key program?	No.	Scope
130	CLARIFICATION: According to the building list, the 7 residence halls are to be included in Alternative Bid 2 for HVAC Services. Please clarify that this means they ARE NOT INCLUDED IN THE BASE BID FOR HVAC Services.	The building list is for the purpose of providing a reference for bidders to utilize in responding to the base, Alt #1 and Alt. #2 scopes. Housing custodial and maintenance, which includes HVAC services (See addendum 1 as well), are a part of the base bid.	Scope
131	Do you want the vendor to manage an elevator contract, if so, what is the Elevators: Number?	No. The University has a separate agreement in place.	Scope
132	Who is responsible for Fire and Life Safety Systems?	JSU is responsible for Fire and Life Safety Systems.	Scope
133	Who is responsible for Elevator Maintenance?	The University has a separate agreement in place.	Scope
134	Who is responsible for Building Envelope Maintenance?	Please include envelope maintenance in the base and Alt 1 proposals.	Scope

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No.	Question	JSU Response	Question Category
135	Who is responsible for Gym Floor?	Custodial is only responsible for dry mopping the gym floor. Materials for cleaning the gym floor will be provided by JSU.	Scope
136	In the Prebid meeting it was said that the Base contract was for PM only, and not corrective maintenance. However, there is a 30 min response time in the RFP, this implies corrective. Please clarify.	Recordings and transcripts of pre-bid meetings held on December 17th and 18th were reviewed and there was no mention, reference, or insinuation of the statement. Please proceed with proposals based on scope outlined in the RFP.	Scope
137	Does the contract include building envelopes?	Yes, please include in base and Alt # 1 proposals.	Scope
138	Where will the electrical responsibility start substation, switchgear, or the panel?	Panel	Scope
139	Where will the Natural Gas responsibility start if at all?	Natural Gas responsibility will not be included in this contract.	Scope
140	Where will potable water responsibility start?	Interior supply fixtures will be the responsibility of the contractor. However, JSU is responsible for potable water systems from the building to the meter.	Scope
141	Where will the sewer lines responsibility end?	Sewer lines will be the responsibility of JSU and does not need to be included in proposals (although contractor is expected to respond to and clear routine sewer clogs)	Scope
142	Will access control (lock shop) be the responsibility of the vendor?	No	Scope
143	What are the move in day requirements for the Vendor?	Requirements include having staff on site in case of emergency contact if plumbing, electrical, carpentry emergency arises. Also include hanging banners, placing flags in the ground around the parkway.	Scope
144	Exterior window services required? What are the height restrictions and frequency of interior and exterior window cleaning?	Yes, interior and exterior window services would be required. Anything below 10 ft, we will follow the APPA 2 standards for frequency.	Scope

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No.	Question	JSU Response	Question Category
145	What is the maximum height required for windows to be cleaned?	Approx. 10 ft	Scope
146	Will the custodial staff be responsible for furniture moves, event set ups/breakdowns or anything else outside of typical custodial cleaning duties?	Not campus-wide. However, for Housing, the contractor would be responsible for furniture moves, and event set ups/breakdowns.	Scope
147	What is the scope of work for Memorial Stadium? Daily, Weekly, Monthly, other frequencies? Are events included in the scope of work?	The scope should be consistent with standards listed in the RFP. See the athletics schedule of events: https://gojsutigers.com/	Scope
148	If athletic events are included in the scope of work, please provide an athletic schedule/ history of home games. Do you have a specific scope of work that you use for athletic events?	The scope should be consistent with standards listed in the RFP. See the athletics schedule of events: https://gojsutigers.com/	Scope
149	Page 33, exhibit A Annual Deep Clean Standards. Since it says annual deep cleaning, does that mean the awarded bidder is to deep clean resident life only once per year? If additional cleanings are expected or needed, can we charge for additional cleanings?	No. For Housing, if the space becomes vacant throughout the year, we would like for the contractor to clean and restore to its clean state.	Scope
150	Window cleaning - how many times annually do you clean interior & exterior windows? Would you like CONTRACTOR to include this cost? a. If yes, please provide by building square footage of windows/glass per façade.	Contractor would be required to clean the interior lobby windows & window seals within 8-10 ft	Scope
151	Will screening and topcoat refinishing of hardwood floors be part of the contractor's responsibility?	No	Scope

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No.	Question	JSU Response	Question Category
152	Who is responsible for providing walk-off mats?	The University has a separate agreement in place.	Scope
153	Section 2 Page 9 re: carpentry. Please provide expectations as to extent of replacements, explain minor vs major. Further, the section calls for Installing electronics. We are assuming this does not belong with carpentry service. Please advise	Replacement expectation (minor vs major) would be as identified in financial thresholds on page 12 of the RFP. Electronics installations referred to TV's and similar equipment.	Scope
154	Section 2 Page 9 re electrical work. Please confirm no electrical service is expected on main distribution infrastructures such as busduct, MDP switches and mains as well as high voltage transformer work. Further is there an expectation for formal filing of new service and a need for master Electrician on staff?	Confirmed, no master electrician level work would be required.	Scope
155	Section 2 Page 10 re Plumbing. Please confirm the university will cover all back-flow prevention testing.	Yes. JSU will be responsible for covering all backflow prevention testing and certifications.	Scope
156	The plumbing section calls for repair / replacement of sprinkler heads. If this is related to Fire Suppression, sprinkler work must be performed by a Licensed Plumber. Is there and expectation to provide such or can fire suppression / sprinkler or standpipe work be handled on a case-by-case basis be contracted to the firm engaged by the University?	It is JSU's expectations that qualified and/or certified staff perform scope of work outlined for the base, Alt 1, and Alt 2 specifications.	Scope

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No.	Question	JSU Response	Question Category
157	<p>Section 2 Page 10 re painting. It appears the scope is related more to touch up and small to medium sized areas. Can we agree that paint expectation cannot exceed typical painting productive daily rate of 1,200 - 1,600 square feet per day assuming an 8-hour workday, depending on the complexity of the job and the painting surface involved. And that block painting of dormitory rooms stairwells and corridors and classrooms during turns, will be handled as turn large projects?</p>	<p>Agreed on per day assumption. Minor vs major turn projects would be defined by the financial thresholds on page 12 of the RFP.</p>	<p>Scope</p>
158	<p>Section 2 Page 10 re Fire Alarms/Safety/Locks. Fire Alarms must be maintained and repaired by specialized contractors for service and test and code compliance. Please confirm the university will hold said contracts and be responsible for all compliance reporting and drills. Can the diversity provide all fire alarm system info and device types and counts by building? Regarding locks, what master systems are in place and overall dormitory and core and key inventory and all required equipment? Is a licensed locksmith desired? door/lock counts. It is stated that re-coring is occasionally required, who holds all codes for pinning and is there an existing lock</p>	<p>It is JSU's expectations that qualified and/or certified staff perform scope of work outlined for the base and Alt 1 specifications. Fire alarm and panel inventory information may be obtained by email to the Purchasing Office. As it relates to lock services in the base bid for Housing - Best, Sargent, & Schlage master systems. Housing dept has codes for residence hall.</p>	<p>Scope</p>

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No.	Question	JSU Response	Question Category
159	Section 2 Page 10 re Kitchen Equipment. Typically said equipment is serviced by firms specializing in such equipment including steam, electric and gas equipment as well as walk in refrigerators etc. Front line diagnostics and readily achievable fixes done by campus maintenance staff. Further the same applies to hood and duct cleaning and Hood suppression systems as well as shunt trip testing. Will this be the case and handled by the university. Please confirm all the aforementioned	Housing (base-bid): JSU will purchase and bidder would be requested to replace. Cleaning would be expected. This is not needed outside of Housing.	Scope
160	Page 12 Energy Management. Confirm bidders are no longer required to track and report on energy.	Confirmed. Energy Management is not required.	Scope
161	Confirm bidders are responsible for all consumables for maintenance supplies.	Confirmed.	Scope
162	Page 4 item C. Should bidders include same scope for residence hall equipment?	No.	Scope
163	Are any controls, actuator or related pneumatic or DDC components in scope such as valves and piping etc.? If yes to what extent? If yes, please provide a comprehensive control points list and count by building.	Controls are not included.	Scope
164	Are there exterior windows higher than 1 story that need to be cleaned?	Yes	Scope

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165	Does the pricing for this contract include waste management hauling? If so, could you provide the annual value of this contract for all buildings?	No. JSU has a separate agreement in place for this service.	Scope
166	Is elevator maintenance included within the price? -If so, could you please share the annual value of this contract for all buildings?	No. JSU has a separate agreement in place for this service.	Scope
167	Is pest control service included in the price? If so, what is the annual value of this contract for all buildings?	No. JSU has a separate agreement in place for this service.	Scope
168	Will landscape/ground maintenance be considered as part of this RFP process in an alternate submission? If so, please provide total acres and maps.	No.	Scope
169	Please provide a detailed scope of work for the cleaning and maintenance of MSVM Stadium, including daily cleaning & maintenance and game day cleaning and maintenance.	The scope of work is outlined in the RFP. Game day request would be submitted as an event request.	Scope
170	Typically, the threshold coverage (\$5K) is the same as approval required, did JSU intend the repair approval to be \$2K, \$3K less than the requested threshold?	Contractors are to cover repair costs \$5000 or less. JSU shall be notified of planned repairs \$2000 before vendor proceeds. The intent is to minimize excess funds used to potentially repair items that may be better to replace based on life cycle, utilizing allowances effectively and efficiently.	Scope
171	Can you please confirm if the retail spaces underneath One University Place are included or excluded in this bid? If included, is the sq. footage listed in addendum #2 for One University Place inclusive of those retail spaces?	These will need to be included as they come online. Please identify cost with an understanding that these may be added over the term of agreement.	Scope

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No.	Question	JSU Response	Question Category
172	<p>On pg. 6 of the RFP, listed under the 'miscellaneous' section, it is stated that strip/wax of tile floors, carpet cleaning services, and machine scrubbing of floors are billed separately. However, on pg. 33 of the RFP, listed under 'Exhibit A'. it states that stripping, scrubbing, and waxing of floors are part of the annual deep clean process. Can you please confirm if you would like this included in the bid or billed separately.</p>	<p>Anything requested outside of the annual cleaning expectation is to be billed separately (with the exception of room turn overs in housing).</p>	<p style="text-align: center;">Scope</p>
173	<p>On pg. 10 of the RFP, it is stated that the contractor will maintain and repair fire alarm systems, but this level of maintenance requires a licensed fire alarm service company due to licensing guidelines. Can you please provide clarification regarding fire alarm maintenance.</p>	<p>Housing: troubleshoot grounds & shorts, and circuit issues when alarm sounds, replace faulty devices or panel parts, replace equipment (i.e. strobe lights, heat sensors, sensor base) general inspections</p>	<p style="text-align: center;">Scope</p>
174	<p>On pg. 14 of the RFP, it states that the contractor is responsible for securing and managing the inventory of all commonly used parts and supplies, but it does not state who is responsible for the cost. Can you please confirm who is responsible for paying for the maintenance materials and supplies (belts, filters, valves, hoses, etc.).</p>	<p>Per the RFP, the contractor would be responsible.</p>	<p style="text-align: center;">Scope</p>
175	<p>We understand that normal wear and tear is covered as part of the comprehensive maintenance plan and any repair under the \$5k limit will be covered by the base agreement. Are you able to provide the</p>	<p>Please submit proposals that meet an APPA Level 2 for an institution of this size, and based data made available.</p>	<p style="text-align: center;">Scope</p>

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	amount spent on service repairs from an average year?		
176	Can you confirm that landscaping is not included in the maintenance portion of this bid?	Landscaping is not included in this RFP.	Scope
177	Will there be another opportunity to bring potential subcontractors to view the campus although I (potential contractor) am very familiar with the campus?	Yes. See dates that will be open for final vendor walkthroughs in Addendum #4.	Site Visit
178	ABM is wanting to involve our Infrastructure Solutions team to see if there are energy efficiency improvements that can be made. Can we do another informal walk through to focus on buildings that you feel could use the most improvements from an energy perspective.	The University has secured a consulting agency that provides energy efficiency services and recommendations. However, bidder will have an opportunity to conduct additional walk throughs. See Addendum #4 for dates.	Site Visit
179	Will CMMS be used to track inventory?	No. Inventory is tracked on a separate system.	Software Management
180	Controls system for Building Automation System.	Currently there are two primary BAS Systems. 1. Trane Ensemble 2. Schneider SmartStructure	Software Management
181	For all BAS systems will the awarded vendor have administrative rights?	No	Software Management

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182	What system does the university use for assignments? (star res for example) and will the vendor have access to that for Planning and execution of summer turn. (this may need to wait until the 2nd interview. Thoughts?	JSU uses Star Res. The awarded vendor will not have access.	Software Management
183	Section 2 Page 11 re CMMS. Confirm it is the latest version of webTMA? Please confirm all user fees and system fees are paid by the University. If not, then what are user costs per seat?	JSU is using the latest version of webTMA and user/system fees are paid for by the University.	Software Management
184	Would you like to keep TMA as your CMMS? - Are all your campus assets tagged within your CMMS (Computerized Maintenance Management System)? - Will the awarded provider utilize your CMMS or should we include a CMMS within our pricing?	Yes, we would like to keep TMA. Assets are tagged using a different software system. See RFP pg. 11 for use of TMA.	Software Management