

	<p align="center">AMENDMENT TWO</p>	<p>Solicitation Number Date Issued Procurement Officer Phone E-Mail Address</p>	<p>USC-BVB-3600-DG February 27, 2020 Dennis Gallman (803)777-4115 gallmand@mailbox.sc.edu</p>
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DESCRIPTION: Custodial Services for the University of South Carolina Strom Thurmond Fitness Center

USING GOVERNMENT AGENCY: University of South Carolina

The Term "Offer" Means Your "Bid" or "Proposal". Your offer must be submitted in a sealed package. Solicitation Number & Opening Date must appear on package exterior. See "Submitting Your Paper Offer or Modification" provision.

SUBMIT OFFER BY (Opening Date/Time):	March 5, 2020 @ 11:00 AM, EDT	See "Deadline for Submission of Offer" provision.
QUESTIONS MUST BE RECEIVED BY:	February 26, 2020 @ 11:00 AM, EST	See "Questions from Offerors" provision.

Offers must be submitted in a sealed package. Solicitation Number & Opening Date must appear on package exterior.

SUBMIT YOUR SEALED OFFER TO EITHER OF THE FOLLOWING ADDRESSES:	
MAILING ADDRESS: University of South Carolina – Purchasing Dept. 1600 Hampton St., Suite 606 Columbia, SC 29208	PHYSICAL ADDRESS: University of South Carolina – Purchasing Dept. 1600 Hampton St., Suite 606 Columbia, SC 29208

See "Submitting Your Offer" provision

CONFERENCE TYPE: Pre-Bid/Proposal Conference followed by a Site Visit (Non-Mandatory) DATE & TIME: February 25, 2020 at 2:00 PM As appropriate, see "Conferences-Pre-Bid/Proposal" & "Site Visit" provisions	LOCATION: University of South Carolina Strom Thurmond Wellness Center, Lobby 1000 Blossom Street Columbia, SC 29208
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AWARD & AMENDMENTS	Award will be posted at the Physical Address stated above on March 19, 2020 . The award, this solicitation, and any amendments will be posted at the following web address: http://purchasing.sc.edu
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NAME OF OFFEROR <small>(Full legal name of business submitting the offer)</small>		
AUTHORIZED SIGNATURE <small>(Person signing must be authorized to submit binding offer to enter contract on behalf of Offeror named above.)</small>		
TITLE <small>(Business title of person signing above)</small>		
(Empty space for additional information or signature)		

ACKNOWLEDGMENT OF AMENDMENTS							
Offeror acknowledges receipt of amendments by indicating amendment number and its date of issue. (See "Amendments to Solicitation" Provision)							
Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date

CLARIFICATIONS TO QUESTIONS PRESENTED BY VARIOUS VENDORS

1. **Question:** We typically require 30 days from award to contract start to ensure a smooth, successful transition. If contract is awarded on March 19 as indicated, that would preclude us from beginning on March 31 confident that we can execute an ideal startup. Can 30 days be provided from date of award to start date?

Answer: We can provide 30 days prior to award date if necessary. However, Campus Recreation can provide, for rental, the use of internal Kivac and scrubber until contractor's equipment arrives, if it could allow for an expedited start date.

2. **Question:** How many USB drives are required to be submitted in all? As I'm reading, I understand there need to be 4. Is this accurate?

Answer: Yes

3. **Question:** Understanding that we must submit our own suggestion for schedule of our team and hours to ensure most effective coverage, can you provide the incumbent staff's approximate current schedules? Does this seem to be an appropriate schedule? Are you open to changes as long as the facility remains at APPA Level 2 clean at all times?

Answer: The incumbent's schedule is overnight and is as follows:

Monday – Thursday – 11:30 p.m. – 7:00 a.m.

Sunday – 10:30 a.m. – 6:00 a.m.

An overnight schedule allows the vendor an opportunity to clean the facility with no interference from users, however; we are open to changes to the schedule. Work hours should be scheduled to be most beneficial to contract performance and least disruptive to building activities. We do require that the fitness floor/weight room be cleaned prior to facility opening. If same gender staff is unavailable during operating hours, locker rooms must be completed prior to opening as well.

4. **Question:** It seems the incumbent's pricing indicated on the final page of the bid package is not accurate. Can you tell us what the state is paying monthly for these services under the current contract?

Answer: The current monthly services price is \$8,650.00 per month. Current Contractor Name: Olde Maid Services

5. **Question:** Is there any objection to giving our contact info to incumbent staff so they can apply with our company should they desire to do so? (Our reasoning here is that those we hire would be retrained according to our standards, systems, and processes and allowed to improve their performance as necessary. This allows us to maintain tribal knowledge of facility and end users, knowledge that would be otherwise lost, and will allow us to begin with a staff that's familiar with the space; we can more easily fill hiring gaps by replacing only those we lose along the way, one at a time, than to have to start with an entire team of individuals who are completely unfamiliar with the facility.)

Answer: The University of South Carolina has no problem with the contractor hiring employees on the current contract. All hiring must be in accordance with the solicitation.

6. **Question:** Does campus recreation have a preference for days that this contract should be done?

Answer: This would be determined by the vendor's proposed schedule. We want to ensure that the facility is cleaned to the appropriate level, regardless of the day of the week. Our foot traffic averages between 2500-2700 users Monday – Thursday. Friday averages 2000 and Sunday 1700.

7. **Question:** Could you disclose how many in house staff members are supplementing with the current contractor?

Answer: There are currently 2 in house staff members, however; we are working to expand to 4.

8. **Question:** Will there be a staffing requirement?

Answer: Appropriate staffing levels should be provided to ensure the cleanliness of entire building. Staffing numbers should be sufficient to maintain building at Level 2 standard of clean. For on-site employees, contractor shall supply supervision. **Supervisor must remain on site during work hours.** Custodial staff is never to be without supervision. **All on site contractor employees must meet University of South Carolina background check requirements.**

9. **Question:** Will cleaning crew staff be required to stay overnight in building?

Answer: An overnight schedule allows the vendor an opportunity to clean the facility with no interference from users, however; we are open to changes to the schedule. Work hours should be scheduled to be most beneficial to contract performance and least disruptive to building activities. We do require that the fitness floor/weight room be cleaned prior to facility opening. If same gender staff is unavailable during operating hours, locker rooms must be completed prior to opening as well.

BIDDER SHALL ACKNOWLEDGE RECEIPT OF AMENDMENT NO. 1 IN THE SPACE PROVIDED, AND RETURN IT WITH THEIR BID RESPONSE. FAILURE TO DO SO MAY SUBJECT BID TO REJECTION.

QUESTIONS FROM OFFERORS - AMENDMENT (JUN 2017)

The solicitation is amended as provided herein. Information or changes resulting from questions will be shown in a question-and-answer format. All questions received have

been reprinted below. The “state’s response” should be read without reference to the questions. The questions are included solely to provide a cross-reference to the potential offeror that submitted the question. Questions do not form a part of the contract; the “state’s response” does. Any restatement of part or all of an existing provision of the solicitation in an answer does not modify the original provision except as follows: underlined text is added to the original provision. Stricken text is deleted. [02-2A097-1]