



U N I V E R S I T Y O F
SOUTH CAROLINA

AMENDMENT NO.2 TO SOLICITATION

TO: ALL VENDORS

FROM: Kevin Sanders, Procurement Manager

SUBJECT: SUBJECT: SOLICITATION NUMBER: USC-RFQ-2297-KS
Remove, transport and re-shelve books

DATE: August 23rd, 2012

This Amendment **No.2** modifies the Request for Quote only in the manner and to the extent as stated herein.

Vendor Questions & Answers

BIDDER SHALL ACKNOWLEDGE RECEIPT OF AMENDMENT **NO.2** IN THE SPACE PROVIDED BELOW AND RETURN IT WITH THEIR BID RESPONSE. FAILURE TO DO SO MAY SUBJECT BID TO REJECTION.

Authorized Signature

Name of Offeror

Date

Vendor #1 questions

1. What is access to both buildings/collections like? (i.e., elevators, docks, pathways, limitations on truck sizes, etc.)
 - a. **LeConte / Math Department Library:** The lot is accessible from Greene Street, on the south side of LeConte. The Petigru construction fence is on the left and 3 handicapped spaces are on the right. With limited turning room, I think the entire lot would need to be secured for the move but it is big enough for a truck. The elevator is 5 by 4 1/2 feet and its doorway is 32 inches wide, so the cart should fit. See the attached pictures.
 - b. **Thomas Cooper Library:** Is 3-4 city blocks from LeConte. TCL has a loading dock with easy access to the elevator. Once on the elevator, the collection will be moved down one level and unloaded there.
2. In a small sampling of your catalogs we notice an overlap in Call Number areas. Will you be wanting a book by book integration of the Math Collection into the Cooper Library Collection? Will this integration include the need to shift the collections at Cooper in order for them to fit on shelves? (or do you have enough open shelving somewhere at Cooper that will be a staging area for University staff to integrate from? i.e., we just bring them over and shelve in order in open shelving.) Can you explain more fully your needs for this part of the work?

Yes, we will need the Math Collection to be integrated into the TCL collection
The shift is already complete, so you will just need to bring the collection over and place it in the open space at the beginning of the QAs, and then interfile the existing QAs – QHs that are already here at Cooper.
3. If shifting does need to be done do you have a linear foot or shelf count for the collection areas that might need to be involved in shifting?

Shifting is already done
4. Will you have any needs for shelf adjustments, shelving removal or any attendant activities related to the move?

I don't believe so
5. Do you have any perimeters for working hours/days?

9:00 – 5:00, Monday - Friday
6. What is your proposed timetable for this work to happen?

As soon as we can get it scheduled

Vendor #2 Questions

1. When did you want the project to start?
As soon as possible
2. How much time will be allowed for this project?
I think a week would be long enough
3. Must the job be completed within certain hours of the day?
9:00 – 5:00, Monday - Friday
4. What is the distance between the Math Library and Thomas Cooper Library?
Roughly three-four blocks
5. What floors are the books to be moved to and from?
3rd floor to 4th level (underground)
6. Will elevator be accessible? Size of elevator?
Yes in both buildings. The elevator in LeConte is 5 by 4 1/2 feet and its doorway is 32 inches wide
7. Is there a preference for how the books are to be packed? (pallets, crates, etc.)
No
8. Will shelving remain at the Math Library and is it in place at the Thomas Cooper Library?
Yes, in place at TCL, I don't know about at Math.
9. Are there limitations on the equipment used for the move?
The lot is accessible from Greene Street, on the south side of Leconte. The Petigru construction fence is on the left and 3 handicapped spaces are on the right. With limited turning room, I think the entire lot would need to be secured for the move but it is big enough for a truck.

Vendor #3 Questions

1. Is there a loading dock?
There is a loading dock at the Thomas Cooper Library but not at the Math Library









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IN CASE OF FIRE
USE STAIRWAY FOR EXIT
DO NOT USE ELEVATOR

IN USE
IN CASE OF
FIRE
DO NOT USE
ELEVATOR



WALK LIBRARY
HOURS
MON. - THURS. 9 AM - 5 PM
FRIDAY 9 AM - 5 PM
SATURDAY closed
SUNDAY closed

EXIT
←

ENTRANCE
→



1558 Greene Street, Columbia, South Carolina, United States
Address is approximate

