



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

AMENDMENT NO. 1

TO: ALL VENDORS
FROM: Lana Widener
SUBJECT: USC-RFQ-2499-LW
USC School of Public Health Move
DATE: September 3, 2013

This Amendment No. 1 modifies the Request for Quotes only in the manner and to the extent as stated herein.

ITEM ONE: DUE DATE AND TIME HAVE BEEN EXTENDED

The due date and time for quotes has been extended to September 9, 2013, 11:00 am.

ITEM TWO: ADDRESS CORRECTION FOR SCHOOL OF PUBLIC HEALTH (ACROSS FROM LONGSTREET THEATRE)

Correction from 820 Sumter Street to 800 Sumter Street, Columbia, SC

ITEM THREE: PACKING MATERIAL IS TO BE PROVIDED BY THE CONTRACTOR

Staff and Faculty prefer moving boxes that are 24"x26"x12" or near this measurement.

ITEM FOUR: VENDOR QUESTIONS

Question: Are the class room computers to be moved with Lot 1
Answer: Yes.

Question: Can you provide a personnel count for Lot 1
Answer: 83 faculty (69 at 800 Sumter St and 14 at 921 Assembly St locations)

Question: Can you provide a floor plan for 820 Sumter st
Answer: Floor Plans for 800 Sumter Street are attached (see Item #5)

Question: Can you provide an itemized inventory of the furniture to be moved and whether the furniture is to be moved to Surplus, Re-cycling, or disposal, eg; 50 desks, 100 file cabinets, 200 chairs, 50 work tables??? And break it out as to what pieces will go to which of the 3 options
Answer: We cannot provide an exact count as you have requested; however, the site visit allowed for potential bidders to view the site.

USC has plans to salvage the majority of wood furniture. Wood furniture will be earmarked by the University's Surplus Property department prior to the move. It will note if it is to be salvaged or recycled. All metal furniture will be recycled at the recycling center. All non-fixed partitions will be discarded (recycled).

Question: Will the moving company be responsible for disassembling the modular furniture?
Answer: Yes.

Question: Will the moving company be responsible for relocating computers and printers that are in the classrooms and offices.
Answer: The contractor will be responsible for moving all boxed or tagged computers and printers.

Questions for Lot I:

Question: Will a debris pick up need to be in the quote for the boxes supplied to be packed? If so, what date would this be required by? (If so boxes must be broken down and in a central area).
Answer: No.

Question: Can the project start and end at any time during the day on November 22, 25 & 27?
Answer: The contractor may work from 6 am – 6 pm for those 3 days.

Question: At the completion of the work all debris must be removed from the site by the contractor. That would only include any debris left behind by the mover, correct?
Answer: Yes, that is correct.

Question: Mover will have complete and exclusive access to loading, unloading areas and freight elevator at time of load and unload
Answer: Yes, with the exception of emergency situations. However, lanes of vehicular flow to parking spots behind the Public Health Sciences building must not be blocked.

Questions for Lot II:

Question: Mover will have complete and exclusive access to loading, unloading areas and freight elevator at time of load and unload?
Answer: Yes, with the exception of emergency situations. However, lanes of vehicular flow to parking spots behind the Public Health Sciences building must not be blocked.

Question: There are aprox 1000 pcs of office furniture. Are the 600 pcs that go to recycling included in that 1000 count? And what %, how many TL's, of that 600 go to the dump as the movers responsibility.
Answer: Yes, the 600 pieces are included in the overall rough total estimate of 1,000 piece of furniture. All metal furniture is to be recycled.

Question: Furniture loaded for consolidated services, liability of the mover should end once transferred by USC for unloading?
Answer: Yes.

Question: Are there any appliances being moved from 921 Assembly Street as in the original proposal. If so, how many, what type and will they be disconnected and ready to ship? (Line item H).
Answer: No.

Question: Working hour question same as the one above for Lot II.
Answer: November 27th and December 7th (USC Representative will coordinate with Contractor a schedule and December 17-20th, 8:00 am to 5:00 pm.)

Question: Same question as number 3 above. Who will be responsible for debris that is found behind desk, file cabinets? Items that fall out of desk that should have been empty, etc?

Answer: The contractor is not responsible for these items. It is the responsibility of the University staff and faculty to pack all items.

ITEM FIVE: SCHOOL OF PUBLIC HEALTH DRAWINGS (5 PAGES) – 820 SUMTER STREET

ITEM SIX: ADD THE FOLLOWING TO SCOPE OF SERVICES / SPECIFICATIONS:

- The contract is responsible for protecting all floor and elevator surfaces in each building.
- The contractor shall only use the back entrance and freight elevator at the Discovery building location.
- Contractor will need to begin move from the top floor and work their way down which would calendar the 1st floor on their schedule for November 26, 2013.
- Contractor is to use middle and North stairwells for moving to minimize noise disruption as classes will be in session for both Lot I and Lot II.

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

Authorized Signature

Firm

Date