



UNIVERSITY OF  
**SOUTH CAROLINA**

AMENDMENT NO. 4 TO SOLICITATION

TO: ALL VENDORS

FROM: Charles Johnson, Procurement Manager

SUBJECT: SOLICITATION NUMBER: USC-IFB-3079-CJ

DESCRIPTION: University of South Carolina Aiken Custodial Services

DATE: January 27, 2017

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This Amendment No. 4 modifies the Invitation for Bids only in the manner and to the extent as stated herein.

Site Visit is non-mandatory

Vendor Question and Answer

Bidder's Qualifications and Relevant Experience clause in Section IV of the solicitation has been modified/revised

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**BIDDER SHALL ACKNOWLEDGE RECEIPT OF AMENDMENT NO. 4 IN THE SPACE PROVIDED BELOW AND RETURN IT WITH THEIR BID RESPONSE. FAILURE TO DO SO MAY SUBJECT BID TO REJECTION.**

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Authorized Signature

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Name of Offeror

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Date

## **ATTENDANCE AT THE SITE VISIT FOR THE SOLICITATION IS NON-MANADORY.**

### **The following question/concern was received from Vendor B:**

**Question/Concern:** I was hoping you can provide additional information for me pertaining to University of South Aiken requirements for proposal.

Our company has reviewed the RFP for Custodial Services as well as research the University of South Carolina and very interested in submitting a proposal/bid for Custodial solutions for a five year term beginning April 1, 2017.

*If we did not have 10 references, would we be rejected for process?*

Our company is currently at 5 Military Bases performing services, one of them being Charleston, South Carolina. Our capabilities is known as “best in class” In the industry and we are CIMS and Green certified. Requirements are asking for 10 references.

We take care of 6 million square feet of custodial work, and are long term contracts that have built quality relationships.

Our military bases cover many classrooms, veteran students, high people traffic, child cares etc..

Our capabilities qualifies though I want to ensure we are “in compliance” by being an active participant in submitting a proposal.

Additionally, our military bases do CPARS, Contract Performance Assessment Reports, which assesses all encompassing factors including but not limited to; quality control, training, staffing, safety, cost savings, continuous improvement best practices etc..

Our CPARS are highly scored. To date, we have learned that some bases will not be able to answer questions of reference. I understand through a recent conversation with our VP or Operations that there is one able/willing participate who can answers questions. He is from SAFB, Scott Air Force Base, where we have done custodial for 20 years.

We do add our CPARS to our tech response and this has been sufficient along with some customer quotes.

Please advise on this possibly unique situation. We look forward to you reply, and are appreciative of the consideration review.

**ANSWER/RESPONSE:** Please be aware that the solicitation is for a maximum three (3) year contract term, not a maximum five (5) year contract term. Please note that the custodial services are for the University of South Carolina Aiken, not the University of South Aiken.

**After careful consideration, the University has decided to revise/modify the Bidder’s Qualifications and Relevant Experience clause in Section IV of the solicitation. See the revised/modified Bidder’s Qualifications and Relevant Experience clause below.**

**Prior to awarding contract from solicitation to a bidder, the University must determine that the bidder is not only the lowest price responsive bid but also is responsible. According to Section 11-35-1410(6) of the State of South Carolina Consolidated Procurement Code, responsible bidder or offeror means a person who has the capability in all respects to perform fully the contract requirements and the integrity and reliability which**

will assure good faith performance which must be substantiated by past performance. According to Regulation 19-445.2125(c), the prospective contractor may demonstrate the availability of necessary financing, equipment, facilities, expertise, and personnel by submitting upon request: (1) evidence that such contractor possesses such necessary items; (2) acceptable plans to subcontract for such necessary items; or (3) a documented commitment from, or explicit arrangement with, a satisfactory source to provide the necessary items. The University feels strongly that the requested qualifications and relevant experience information will be extremely useful in determining whether the lowest price responsive bidder to the solicitation is a responsible bidder.

## **The Bidder's Qualifications And Relevant Experience clause in Section IV of the Solicitation has been modified/revised and now reads as follows:**

### BIDDER'S QUALIFICATIONS AND RELEVANT EXPERIENCE

- a. Each bidder must provide a detailed description of its general background, experience, and qualifications necessary to provide custodial services as described in Section III of the solicitation. Include a description of your company's organizational structure, including resume(s) of the individual(s) that will be assigned as supervisors and custodians for the University's account if your company is awarded contracted.
- b. Information on relevant experience must be provided by each bidder, including its success in providing same or similar custodial services described in Section III of the solicitation to organizations/institutions similar in size and scope to the University of South Carolina Aiken, giving a general description of the organization/institution, the time period in which your company is providing or has provided custodial services; and any other information you believe demonstrates the bidder's experience necessary to provide custodial services as described in Section III of the solicitation.
- c. **Each bidder must provide a comprehensive reference list of organizations/institutions similar in size and scope to the University of South Carolina Aiken with whom it (bidder) has provided same or similar custodial services described in Section III of the solicitation to validate bidder's ability to perform to the contract if awarded contract from the solicitation.** For each reference, provide contact name(s), title(s), telephone number(s), and current e-mail address(es) of the contact person(s). Provide the initial date that the bidder began providing custodial services for each reference and indicate how long the bidder has been providing / did provide custodial services for each reference.
- d. Each bidder must include a list of all the accounts it (bidder) has lost in the last ten (10) years. For each lost account, provide reason(s) for losing the account, contact name(s), title(s), telephone number(s), and current e-mail address(es) of the contact person(s) for the lost account; and the period of time that it (bidder) provided custodial services to the account before losing the account.
- e. Each bidder must provide the most current, certified year-end balance sheet and income statement and any other financial documentation necessary to demonstrate its company's capability to perform to the contract awarded from this solicitation without assistance from any outside source(s).