1. On page 7 of 29 of the RFP (I.J.4), indicates, “The Contractor shall have a minimum of five (5) years of experience in the kitchen equipment repair and maintenance industry.” Please confirm that this does not apply to this contract.

   A. This has been corrected on the website.

2. On page 7 of 29, III. Term of Contract, section D. indicates, “The awarded contractor may not assign sell or sub-contract its obligations under the contract to any third party without prior approval in writing by the University.” We would typically rent equipment and subcontract laboratory analytical services as part of our work. Does the above apply to this contract?

   A. This is not applicable

3. On page 8 of 29, V. Vendor Personnel, D. Background Checks – Who is responsible to pay for the mandatory background checks?

   A. Your company should provide background checks for employees that will potentially be on campus.

4. The services requested in the pricing sheet, Indoor Air Quality, Employee Exposure Monitoring, Visual Facility/Safety Inspection, Job Hazard Analysis and Ergonomic Evaluations are very varied and complex. Can we identify our assumptions when pricing these services?

   A. Pricing should be based on typical examples or not assumptions with any pricing.

5. Are you requiring the firm to be a NJ DCA licensed Asbestos Safety Control Monitoring firm?

   A. No this will be covered in a separate Asbestos RFP

6. If so, why is a NJ Asbestos Safety Technician not included on the cost sheet?

   A. Asbestos will be a separate RFP

7. Are you requiring the firm to be a NJ DOH licensed Indoor Environmental Consultant firm?

   A. No, this is not required.
8. We are confused by the cost table. Are there going to be categories for: Project Manager, AHERA Project Designer, NJ AST, Asbestos Management Planner, Asbestos Building Inspector, and Environmental Technician? Also, do you want our lab costs to be cost+? Why is there an Air Sample Analysis by Transmission Electron Microscope (TEM) line item? That analysis is only used during abatement activities. Also not sure what you want for the Indoor Air Quality Assessment, Employee Exposure Monitoring, Visual Facility/Safety Inspection, Job Hazard Analysis (JHA) & Ergonomic Evaluation line items. (Hourly rate or lump sum) if you want lump sum please provide a scope and parameters for each so we can price. And if you want hourly rate please specify title and or qualification. Also, there are no line items for equipment. (XRF, IAQ instrumentation, etc.)

A. Asbestos services will be covered in a separate RFP

9. What are the previous project examples where you have used the Professional Engineer under this contract in the past?

A. An engineer is not needed the majority of the time, however, we should ask for it any way just in case a need arises such may be seen with the elimination or reduction of employee exposures sometimes seen with ventilation design, noise reduction work, fall protection equipment set up, etc.

10. Will all permit fees and state DCA surcharges be paid by the College and or remediation contractor?

A. Yes, however normally the awarded contractor will coordinate gaining permits and include costs if applicable in all work proposals or estimates if picked under this RFP as an approved vendor.

11. The Emergency Response Time and or Non-Emergency Response Time line item is it a fee per site visit or do you want the actual time to respond.

A. Please provide the actual response time.

12. Will mold evaluations be conducted under this contract?

A. Yes, water intrusion or mold evaluations may be needed under this RFP; if you have any specific or separate costs estimates for this, please include with your pricing information and label.

13. Will lead in water testing be conducted under this contract?

A. YES; include labor or related costs for such; lab analysis costs should be given as an average or with normal turnaround as we are aware of differences at labs and larger costs associated with expediting testing.

14. Under the Scope of Work Section, Subsection B, the link for ‘any additional project specifications can be found at https://sites.rowan.edu/procurement/bids/specs.pdf.’ This link takes you to a different RFPs specs, RFP 19-17 for Site Infrastructure Services. Does this RFP include those services or can these be disregarded?

A. Disregard. This has been corrected on the website.
15. Under the Scope of Work Section, Subsection G, item 2, does this RFP require the IH/Environmental contractor to be able to perform repair work on building systems? No cost for this is included in the cost breakdown sheet, as it is typically outside IH/Environmental Assessments (client usually has other contractors perform repair work after hazards mitigated or work complete).

A. This has been removed from the RFP.

16. Under the Vendor Personnel Section, Subsection A, it states ‘no subcontractors are permitted for this project.’ Does this exclude laboratories or specialists that may be required, depending on the project?

A. Yes

17. Under the Vendor Personnel Section, Subsection D, how recent a criminal background check does Rowan require? Background checks are mandatory for new employees, but are not done periodically at our firm.

A. Every employee should have 1 background check.

18. On the pricing sheet, there is a section that says ‘Air Sample Analysis by Transmission Electron Microscopy,’ and then lists items not related to sample analysis. There is no sample analysis section for price submission. Was this section removed or missed? Did this RFP want common laboratory costs included on this pricing sheet?

A. Pricing sheet has been updated to reflect lab costs.

19. On the pricing sheet, under the subsection that says ‘Air Sample Analysis by Transmission Electron Microscopy,’ the items listed do not have a unit of pricing as the sections above, which request per hour rates. Does Rowan want per hour rates for:
   a. Indoor Air Quality Assessment
   b. Employee Exposure Monitoring
   c. Visual Facility/Safety Inspection
   d. Job Hazard Analysis (JHA)
   e. Ergonomic Evaluation

A. Website has been updated.

20. On the pricing sheet, under the subsection that says ‘Additional,’ are these per hour rates? Also, is ‘Cost Plus (+)*’ our markup percentage?

A. Cost plus is the mark up percentage. There is no additional information.

21. Due to the current COVID-19 work from home restrictions, please confirm that digital signatures on required documents will be accepted and also confirm that notary and corporate seal requirements will be waived at this time.

A. We can waive the notary and corporate seal. Please sign all documents that require a signature and send back as a PDF.
Thank you

If you submitted questions to bids@rowan.edu by the due date indicated in the bid document, but they were not received and answered here, please contact:

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