

LONGWOOD UNIVERSITY

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December 9, 2016

ADDENDUM 1 TO ALL BIDDERS:

Reference Invitation for Bids (IFB): 214-11-RefuseRemoval
Commodity: Refuse Removal Services
Dated: May 31, 2011
For Delivery To: Longwood University (LU)
Materiel Management and Purchasing
Farmville, Virginia 23909-1896
Bid Due: **December 12, 2016 at 2:00 p.m. Local Time**

This Addendum 1 to the IFB is being issued to answer questions submitted by prospective bidders.

1. I rode through the campus to collect information needed to bid the job accurately and I only saw 1 – 8 yard container on campus. Of the 15 – 8 yard front load containers listed in the scope of work, are 14 off site at various locations? Are the locations Midtown Properties, Lancer Park and the apartments behind Sheetz?

RESPONSE: Yes to both questions.

2. Are the 2 – yard containers rolled out on service day? If so, are they rolled out by LU staff or would our driver be responsible for the roll outs? Are all 2 – yards serviced located on campus?

RESPONSE: LU staff will roll out the containers on service day. No, one is on West Third Street.

3. Can a site visit be arranged with campus personnel to identify all of the service locations and to fully understand the scope of the service and service requirements of the University?

RESPONSE: The procurement timeline does not allow for a site visit prior to the date/time for receipt of bids. The equipment/services may differ from what is stated in the Scope of Work and Pricing Schedule over the life of the contract. Changes to the contract requirements will be made per Section VI. GENERAL TERMS AND CONDITIONS, paragraph O. CHANGES TO THE CONTRACT, page 13 of the IFB.

4. Where are all of the 2 yard containers on wheels? The locations couldn't be found on a recent drive through campus. Who is responsible for rolling out and replacing the containers on wheels?

RESPONSE: The 2-yard containers are located at Curry, Frazer, ARC, Communication Studies and Theatre, and Randolph Warehouse. The containers are pushed out to the curb by LU personnel, except Randolph Warehouse as the container is located on the side of the parking lot. The contractor shall push them back onto the sidewalk when emptied and LU personnel will push them back into the building. The contractor is responsible for cleaning up any loose trash associated with the container empties.

5. Are any of the 2 yard rollout containers compactor containers or are they all loose trash?

RESPONSE: The 2-yard containers in Curry, Frazer and ARC are compactor containers; all others are loose trash.

Office of the Director of Materiel Management,
Central Stores, and Property Control



6. The bid calls for 2 30 yd compactors. There are currently two compactors on site. One is a 40 yard stationary compactor. Is it the University's intention to replace the 40 yard stationary compactor with a smaller 30 yard compactor?

RESPONSE: Currently, there is a 20-yard compactor at the Dining Hall and a 40-yard compactor at Vernon Street. The University wants to compare the price for 2 30-yard compactors to what we are currently paying. If the University decides to keep the 20- and 40-yard compactor sizes, we will request pricing for them.

7. Is Longwood University billed directly by Prince Edward County Landfill for disposal?

RESPONSE: Yes, Longwood University is invoiced directly by Prince Edward County Landfill.

8. If Longwood University intends to be billed directly from Prince Edward Landfill for roll off disposal, how do we complete Section 3 and Section 4 on page 8 where the bid requests a roll off disposal rate?

RESPONSE: Use the current disposal rate for Prince Edward County Landfill or leave blank since Longwood is invoiced directly.

9. Page 9, Section 8 asks for pricing on 20 yard open tops. There is no pace to enter disposal pricing. Does Longwood pay Price Edward directly for disposal on the 20 yards also? If so, how do we complete the pricing portion for the 20 yard open tops?

RESPONSE: Yes, Longwood pays Prince Edward County Landfill for disposal of 20-yard open tops. Since Longwood is invoiced directly, there is no landfill disposal charge via the contractor.

10. Page 9 Section 7, the last item asks for pricing for an 8 yard for 8 months from August to December and January to May. How many days per week is that 8 yard container serviced?

RESPONSE: The 8-yard front load is emptied twice a week during the 8 months.

11. The award of contract on page 18, item 3, indicates unit prices, extensions, and grand total must be shown. The bid sheets do not ask for or allow for the extensions or a grand total. How will the total bid price be calculated to determine the lowest bid since there is no grand total for all items?

RESPONSE: The University will use the bidder's prices on the Pricing Schedule to calculate a total annual cost for services to determine the lowest bid.

12. Page 22, item 19, Work Site Damages, indicates the contractor is responsible for repair to any damage of existing utilities, equipment, or finished surfaces. Does this expectation apply to normal wear and tear on road surfaces during the servicing of this contract?

RESPONSE: This does not apply to normal wear and tear.

13. CFS currently services the containers at Lancer Park and Longwood Village under another service agreement. Are these locations included in this bid?

RESPONSE: Yes.

All other general terms, conditions, and specifications shall remain the same.

Note: A signed acknowledgment of this addendum must be received at the location indicated on the IFB either prior to the bid due date and hour or attached to your bid. Signature on this addendum does not substitute for your signature on the original bid document. The original bid document must be signed.

Very truly yours,



Cathryn B. Mobley, CPA, CUPO, VCCO, VCO
Associate Vice President for Administration and Finance

Name of Firm

Signature/Title

Date