|  |  |  |
| --- | --- | --- |
| **wsu-primary-horz-color-600-10-2017-small**  **Division of Finance and Business Operations** |  | **Procurement & Strategic Sourcing**  **5700 Cass Avenue, Suite 4200**  **Detroit, Michigan 48202**  **(313) 577-3734** |

**June 16, 2023**

**Addendum No. 3**

**RFP Property Loss Mitigation Services 2023 dated June 1, 2023**

**This Addendum must be acknowledged on Schedule D.**

Questions have been raised during the Pre-Proposal meeting held on **June 12, 2023**for the University's RFP for **Property Loss Mitigation Services 2023** for the **Facilities Planning and Management.** A summary of the questions asked, and the University's responses are as follows:

**Question:**

Regarding Addendum 1, #15: Will labs utilized need to be submitted for approval as a requirement of the RFP

**Answer:**

Yes, certified labs intended to be used for testing purposes should be listed in Exhibit 1 of your proposal. If no certified labs are currently used by the vendor, indicate “None” in Exhibit 1. However, approval will only occur with the vendor of vendor’s we believe we will be contracting with.

**Question:**

Regarding any/all projects in Phase I or Phase II: Will the Xactimate format be accepted for any estimates and/or invoicing/documentation

**Answer:**

Estimates for Phase 1 or Phase II should include a breakdown by equipment, labor, subcontractors, supplies & parts. If Xactimate will provide this level of detail, it will be acceptable. However, WSU does not have access to Xactimate, so we will require PDF or Excel output for this purpose.

**Question:**

Regarding Phase II, item A: Does “labor force” apply to subcontractors who are pre-qualified by the VENDOR, and subject to rigorous screening with a subcontract agreement & insurance requirements, who also receive a 1099 from the VENDOR

**Answer:**

As stated on page 10 in the scope of work, “*VENDORS are to understand that the use of 1099 contractor relationships for its labor force is not permitted under the scope of this contract and are therefore ineligible to perform work under the Phase II work T&M agreements established*”. What is meant here is situations where a vendor chooses to hire it’s work force as 1099 employees, and not situations where a Vendor is subcontracting to another firm.

**Question:**

Regarding Phase II, item B: “uncommon/rented equipment”; “capitalized equipment”; and “consumable supplies” are all discussed independently. Is it correct to say that WSU expects that consumable supplies alone, for any Phase II Reconstruction project, shall not exceed 5% of the total cost of the project? Example: if the project total is $1000.00 then the consumables total alone shall not exceed $50.00

**Answer:** Yes, that is a correct interpretation. The 5% is intended to simplify the billing on consumable supplies, to relieve the burden of itemizing them on an invoice

**Question:**

Regarding Phase II, item C: Is it correct to say that these three types of rates (day/week/month) are meant to apply to any/all rental equipment as well as capitalized equipment in Phase II?

**Answer:**

Yes**,** this is the correct interpretation.

The Deadline for project related questions is **June 16, 2023*,*** **12:00 noon**.

**The bid due date has been extended.**

**Bids are due by electronic submission on** **July 6, 2023 no later than 2:00 p.m.** The link for bid submission will be posted with the bid details at **http://go.wayne.edu/bids** beginning **June 1, 2023**.

Should you have any questions or concerns about this Addendum or on any other aspects of the Request for Proposal, please send them by email to **Valerie Kreher**, **Senior Buyer**, Email; **rfpteam2@wayne.edu.**

Thank you,

**Valerie Kreher**

**Senior Buyer**

*Attachments:*