

UNIVERSITY OF MARY WASHINGTON & CITY OF FREDERICKSBURG

RFP ADDENDUM

October 5, 2016

**ADDENDUM NO. 1 TO ALL OFFERORS:**

Reference – Request for Proposals: RFP 17-586 Pest Control Services

Dated: September 23, 2016

For Delivery to: University of Mary Washington  
1125 Jefferson Davis Highway, Suite 480  
Fredericksburg, VA 22406

Proposal Due Date: **OCTOBER 24, 2016; 3:00PM**

This addendum consists of seven (7) pages.

**QUESTIONS FROM PREPROPOSAL CONFERENCE:**

1. The treatment of bed bugs is listed as one of the requested services – the following questions were asked:
  - a. Should the treatment be priced separately?  
An updated pricing schedule has been provided below (updated Attachment B) to outline how the treatment of bed bugs should be priced.
  - b. Is bed bug preventative maintenance required?  
Bed bug preventative maintenance is not required and will be requested on an as needed basis.
  - c. What is the preferred method for treating bed bugs?  
No preferred method of treatment. Provide the method and pricing that your firm uses.
  - d. Does the University or City use canines for bed bug detection?  
The University does not, the City has used the service in the past as needed.
  - e. Can Contractors bid on canine bed bug scent detection service for the City?  
Yes, provide on the updated pricing schedule.
  - f. Has there been previous bed bug issues?  
There have been 2 calls at the University since the start of the academic school year which were negative for bed bugs.
2. Are the requested bait stations at each building owned by the University or the current Contractor?  
Contractor.
3. How many rooms are in each Residence Hall for the Regular and Summer Programs?

Residence Hall	Estimated Number of Rooms
Alvey Hall	75
Arrington Hall	75
Ball Hall	56
Bushnell Hall	65
Custis Hall	23
Eagle Landing	80

Framar Hall	11
Jefferson Hall	94
Madison Hall	22
Marshall Hall	68
Mason Hall	97
Randolph Hall	108
Russell Hall	80
UMW Apartments	221
Virginia Hall	93
Westmoreland Hall	54
Willard Hall	93

4. How often are the technicians on the University campus?  
The current Contractor is on the University campus on Mondays, Wednesdays and Fridays from 8am-12pm.
5. What is required for the dining operation's kitchen?  
Our dining Contractor is currently responsible for pest control services within the kitchen.
6. Are there any pre-existing infestations in any of the buildings?  
Not that we are aware of.

**CORRECTION:**

Mercer Hall is not a Residence Hall, it is an Academic Building and has been added to the Year-Round Program.

**END OF ADDENDUM NO. 1**

Monique SanPietro, VCO, CUPO  
Buyer Specialist, Procurement Services  
Phone: (540) 654-1057

Acknowledged receipt of RFP 17-586 Addendum 1 should be included with the proposal:

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Offering Firm: \_\_\_\_\_

Date: \_\_\_\_\_

**ATTACHMENT B**

**PRICING SCHEDULE**

**MUST BE COMPLETED AND RETURN WITH PROPOSAL PACKAGE**

The Contractor agrees to provide the services, to include all labor, services and materials, in compliance with the statement of need and all terms and conditions of this Request for Proposals, at the submitted prices. All additional fees must be submitted with the proposal (e.g. credit card processing fee).

**LABOR RATES**

These rates only apply to unscheduled and as needed visits. Overtime rates apply after hours (Monday-Friday 5pm-8am; Saturday-Sunday).

Job/Service Title	Regular Hourly Rates	Overtime Hourly Rates
Pest Control Technician		
Spot Termite Treatment		
Carpenter Ant Treatment		

**BED BUGS**

Provide the method(s) which your firm uses for bed bug inspection and treatment along with the pricing.

Bed Bug Inspection Method(s): \_\_\_\_\_  
\_\_\_\_\_

Bed Bug Treatment Method(s): \_\_\_\_\_  
\_\_\_\_\_

Service	Regular Hourly Rates	Overtime Hourly Rates
Bed Bug Inspection		
Bed Bug Treatment		

**SERVICE RATES**

Provide the appropriate rate to treat each location based on the building size and expected service frequency.

**UNIVERSITY OF MARY WASHINGTON**

Year-Round Program

Location	Estimated Square Footage	Frequency	Monthly/Quarterly Rate
Ridderhof-Martin Gallery	3,100	Once per quarter	
Gari Melchers Home & Studio	8,700	Once per quarter	

Location	Estimated Square Footage	Frequency	Monthly/Quarterly Rate
The James Monroe Museum	5,300	Once per quarter	
duPont Hall	33,659	Once per month	
Jepson Science Center	72,251	Once per month	
Melchers Hall	14,058	Once per month	
Mercer Hall	46,434	Once per month	
Monroe Hall	38,754	Once per month	
Pollard Hall	21,743	Once per month	
Trinkle Hall	49,762	Once per month	
Brent Hall	4,722	Once per month	
Dahlgren Campus	41,878	Once per month	
Fairfax House	2,085	Once per month	
George Washington Hall	47,268	Once per month	
Hamlet House	3,696	Once per month	
Heating Plant	8,289	Once per month	
Hurley Convergence Center	68,000	Once per month	
Marye House	5,576	Once per month	
Physical Plant	44,697	Once per month	
Stafford Campus North	42,000	Once per month	
Stafford Campus South	45,000	Once per month	
Tyler House	1,655	Once per month	
Baseball Field Concession Area	1,000	Once per month	
Indoor Tennis Center	54,300	Once per month	
Cornell House	1,000	Once per month	
Framar Hall	5,258	Once per month	
South Hall	33,694	Once per month	
Woodard Campus Center	39,383	Twice per month	
Jepson Alumni Executive Center	22,937	Twice per month	
Seacobeck Hall	42,093	Twice per month	
University Center	65,000	Twice per month	
Anderson Center	57,187	Twice per month	
Fitness Center	19,585	Twice per month	
Goolrick Hall	85,003	Twice per month	

Regular Program

Location	Estimated Square Footage	Frequency	Monthly Rate
Lee Hall	55,660	Once per week	
Simpson Library	70,000	Once per month	
Alvey Hall	33,694	Twice per month	
Arrington Hall	33,694	Twice per month	
Ball Hall	28,992	Twice per month	
Bushnell Hall	36,296	Twice per month	
Custis Hall	13,344	Twice per month	
Eagle Landing – North & South	244,207	Twice per month	
Jefferson Hall	45,510	Twice per month	
Madison Hall	13,344	Twice per month	
Marshall Hall	39,828	Twice per month	
Mason Hall	46,434	Twice per month	
Randolph Hall	43,734	Twice per month	
Russell Hall	8,448	Twice per month	
UMW Apartments – 10 Buildings	141,390	Twice per month	
Virginia Hall	46,102	Twice per month	
Westmoreland Hall	27,510	Twice per month	
Willard Hall	44,870	Twice per month	

Summer Program

Location	Estimated Square Footage	Frequency	Monthly Rate
Lee Hall	55,660	Twice per month	
Simpson Library	70,000	Twice per month	
Alvey Hall	33,694	Once per month	
Arrington Hall	33,694	Once per month	
Ball Hall	28,992	Once per month	
Bushnell Hall	36,296	Once per month	
Custis Hall	13,344	Once per month	
Eagle Landing – North & South	244,207	Once per month	
Jefferson Hall	45,510	Once per month	
Madison Hall	13,344	Once per month	
Marshall Hall	39,828	Once per month	

Location	Estimated Square Footage	Frequency	Monthly Rate
Mason Hall	46,434	Once per month	
Randolph Hall	43,734	Once per month	
Russell Hall	8,448	Once per month	
UMW Apartments – 10 Buildings	141,390	Once per month	
Virginia Hall	46,102	Once per month	
Westmoreland Hall	27,510	Once per month	
Willard Hall	44,870	Once per month	

### **CITY OF FREDERICKSBURG**

#### Year-Round Program

Location	Estimated Square Footage	Frequency	Monthly/Quarterly Rate
Cottage	1,200	Once per quarter	
Executive Plaza	41,742	Once per quarter	
Bass Ellison	21,800	Once per month	
Circuit Court	14,120	Once per month	
City Hall	33,788	Once per month	
City Shop	44,640	Once per month	
Dixon Park Maintenance	5,000	Once per month	
Dorothy Hart Community Center	11,638	Once per month	
Fire Station #1	6,935	Once per month	
Fire Station #2	6,935	Once per month	
Fredericksburg Museum	8,019	Once per month	
Fredericksburg Police	35,000	Once per month	
Heritage Center	1,000	Once per month	
Juvenile Domestic Relations Court	17,844	Once per month	
Motts Run Reservoir	1,744	Once per month	
Public Restrooms	1,218	Once per month	
Storage Facility	14,500	Once per month	
Wastewater Treatment Plant	3,500	Once per month	

Summer Program

Location	Estimated Square Footage	Frequency	Monthly Rate
Dixon Park Concession	5,000	Once per month	
Dixon Pool	1,000	Once per month	

**EQUIPMENT PRICING:**

The Contractor shall bill the appropriate Agency for any owned or rental equipment that is necessary to complete a job at the actual rate with no mark-ups such as cost plus a percentage of cost. The Contractor shall submit a copy of the invoice to the appropriate Agency prior to submitting an invoice. Whenever possible, the Contractor will mitigate the equipment costs each Agency will incur by maximizing the shared use of such equipment.