

REQUEST FOR PROPOSALS #2024-086
USM Pest Management Services
RESPONSE ADDENDUM #1
November 19, 2024

CLARIFICATION

The University is updating the submission deadline to 11:59 PM EST on December 3, 2024.

QUESTIONS

1. I'd like to know how you would like the pricing submitted? Detailed line by line and listed by location or just an all-in price?

[ANSWER: We are updating Appendix C with new pricing tables. Please see below for these updates.](#)

2. Will there be a site walk to take a look at buildings or are we pricing this without being able to inspect or meet with staff to understand needs?

[ANSWER: We will not be conducting an official site walk however we have posted building information as Attachment A. This spreadsheet includes the square footage per building and a list of all the buildings included in this engagement.](#)

3. Could you confirm if subcontracting this specific service would be acceptable under the terms of the contract, and if so, are there any additional approvals or documentation we need to include with our proposal? We would ensure that our team is present on-site at all times with the subcontracted party.

This collaborative approach would also allow us to conduct visual inspections simultaneously and increase accuracy. According to a study by Cooper, Wang, and Singh (2014), trained canines have an average detection rate of approximately 44% for bed bugs, along with a false-positive rate of 15%.

Alternatively, I am curious if the university would consider a strategy without the use of K9 detection. Bed bugs in Glickman Library are most likely to harbor in the cushioned chairs frequently used by visitors, where a physical inspection of crevices is important. Dorm beds are generally simple in design, allowing for a quick inspection with a trained eye. Bed Bug rapid tests are also new to the market and can allow for quick and discrete inspections in public areas.

[ANSWER: Subcontracting the K9 services as described is acceptable. We would also be interested in alternative approaches and encourage respondents to submit both options for review.](#)

UPDATED APPENDIX C – REQUIRED COST EVALUATION EXHIBITS

GENERAL INSTRUCTIONS:

1. The Respondent must submit a cost response that covers the entire period of the Agreement.
2. The cost response shall include the costs necessary for the Respondent to fully comply with the Agreement terms and conditions and requirements.
3. Failure to provide the requested information and to follow the required cost response format provided in Appendix C may result in the exclusion of the Response from consideration, at the discretion of the University. You can add rows and columns required to insert additional information. If a particular cost table is not required as part of your response simply leave it blank.
4. No costs related to the preparation of the Response for this document or to the negotiation of the Agreement with the University may be included in the Response. Only costs to be incurred after the Agreement effective date that are specifically related to the implementation or operation of contracted services may be included.
5. Identify all costs by year, to be charged for performing the services necessary to accomplish the objectives of this document.
6. If there are additional options or services that are not included in the offering, they must be identified and itemized as “optional” and include a description of the product or service and the costs of the option. All items identified in the response (including third party items required) will be considered free add-ons to the proposed solution at the prices included in this response unless expressly stated otherwise.
7. Pricing will be guaranteed by the vendor for the term of the Agreement.
8. The University will NOT seek a best and final offer (BAFO) from any Respondent in this procurement process. All Respondents are expected to provide their best value pricing with the submission of their response. Respondents will NOT be given another opportunity to modify pricing once submitted.

Cost Exhibit 1: General Cost Response

- A. Respondents shall ensure that all information required is submitted with the response. All information provided shall be verifiable by documentation requested by the University. Failure to provide all information, inaccuracy or misstatement may be sufficient cause for rejection of the response or rescission of an award. Respondents are encouraged to provide any additional information describing operational abilities. Responses to each requirement below should be in order and clearly marked with the section number to which they respond.
- B. Additional buildings may be added on an as needed basis and pricing shall be negotiated between the University Campus Contract Manager and Contractor.
- C. Provide an hourly rate for extermination services for all other University Buildings and for pests / rodents not covered under this Contract at all buildings. Contractor shall not bill for travel time to and from campus. Hourly rate shall include staff training as requested by the University.

Cost/Hour (Business Hours)

Cost/Hour (Nights, Weekends & Holidays)

Provide an hourly rate for extermination services for covered buildings if required after regular business hours, weekends or holidays:

Cost/Hour (during non-normal work hours)

- D. Provide an hourly rate for K-9 bed bug inspection services. Contractor shall not bill for travel time to and from campus.

Cost:

- E. Are you willing to be considered as a secondary contractor?

Yes _____ No _____

Cost Exhibit 2: Buildings Requiring Monthly Inspections

The following buildings require monthly inspections. Respondents must fill out all the requested information in the table below.

MONTHLY INSPECTIONS				University of Southern Maine		
Building	Address	Rate per Inspection	Annual Rate	Year 1 Cost	Year 2 Cost	Year 3 Cost
Portland Campus						
Portland Commons	25 Bedford St.					
McGoldrick Student Success Center	35 Bedford St.					
Albert Glickman Library	314 Forest Ave.					
Gorham Campus						
Anderson Hall	40 Campus Ave,					
Upton-Hasting Hall	52 University Way					
Phillipi Hall	19 Campus Ave.					
Robie-Andrews Hall	39 University Way					
Upper Class Hall	25 Husky Dr.					
Woodward Hall	20 University Way					
Brooks Student/Dining Center	32 Campus Ave.					
USM Police & Safety	28 Husky Dr.					
Costello Field House/Hill Gym	43/47 Campus Ave.					
Bailey Hall	16 University Way					
TOTAL COSTS						

Cost Exhibit 3: Buildings Requiring Quarterly Inspections

The following buildings require quarterly inspections. Respondents must fill out all the requested information in the table below.

QUARTERLY INSPECTIONS	University of Southern Maine
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Building	Address	Rate per Inspection	Annual Rate	Year 1 Cost	Year 2 Cost	Year 3 Cost
Portland Campus						
Masterton Hall	71 Bedford St.					
Science Complex	70 Falmouth St.					
Payson Smith Hall	96 Falmouth St.					
Luther/Bonney Hall	85 Bedford St.					
Abromson Center	88 Bedford St.					
Wishcamper Center	34-44 Bedford St.					
Media Studies	21 Durham St.					
Sullivan Gym	66 Falmouth St.					
"White Houses" (14 total)	See pg. 8 of RFP					
Gorham Campus						
Art Gallery	5 University Way					
Corthell Hall	13 University Way					
Russel Hall	24 University Way					
Facilities Management	30 University Way					
Printmaking Studio	47 University Way					
Art Drawing Classroom	49 University Way					
John Mitchell Center	67 Campus Ave.					
Ice Arena	55 Campus Ave.					
Academy Building	100 School St.					
ROTC	134 School St.					
McLellan House	140 School St.					
Farmhouse	149 State St.					
Farmhouse Annex/President's Office						
TRIO	7 College Ave.					
Visiting Artist's House	19 College Ave.					
President's House	37 College Ave.					
Theater/Waste Services	51 College Ave.					
TOTAL COSTS						