DATE: February 17, 2012

TO: All Prospective Proposers

FROM: Sharon Quinn

RE: UMBC Dish-Machine Project – RFP # BC-20792-Q
ADDENDUM # 1

The following amends the above referenced RFP documents. Receipt of this addendum must be acknowledged by completing the enclosed "Acknowledgement of Receipt of Addenda" Form and submitting it along with the Technical Proposal you return to the University.

The due date and time for the Technical & Price Proposals to be submitted to the University remains as **WEDNESDAY, FEBRUARY 22, 2012 by 2:00 p.m.** to the issuing office.

**A. The Pre-Proposal Meeting was held at the University on Tuesday, February 7, 2012, at 3:00 p.m. and the following questions were submitted to the University for a response:**

1. **QUESTION:** What electrical service is in the building?

   **ANSWER:** Three-Phase. There is a panel that can be used to pick up at least a 225 Amp breaker if needed.

2. **QUESTION:** Who is responsible for the exhaust fans?

   **ANSWER:** The existing fans will remain. If any modifications to the fans need to be made to accommodate the specified machine, it will be the responsibility of the proposer.

3. **QUESTION:** Is this a union job?

   **ANSWER:** There is no requirement that this be a union job.
4. **QUESTION:** If the University is Tax Exempt, does the contractor have to pay taxes?

**ANSWER:** Per the definition of “Tax Exemption” for the University, and per the RFP document, Section II, Item Q, “Taxes” “Where a Contractor is required to furnish and install material in the construction or improvement of real property in performance of a contract, Contractor shall pay the Maryland Sales tax and the exemption does not apply”. The University is buying a piece of equipment which is not real property nor is it considered an improvement of real property, therefore, the equipment will be tax exempt. Please see enclosed a copy of the University’s Tax Exempt Certificate, which is issued as a part of the Addendum.

5. **QUESTION:** Can we have a copy of the “Sign-In Sheet”?

**ANSWER:** Yes, it is provided as a part of the addendum.

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**B. The following questions were submitted to the University for a response:**

1. **QUESTION:** Will UMBC provide plumbing and electrical rough-ins for a new Van Guard unit in the basement? Does the new unit replace the existing Van Guard unit, or will the university provide a new pad and location for a new unit?

   **ANSWER:** The Van Guard unit already exists in the basement and there is no need for rough-ins. There is no new Van Guard unit associated with this procurement.

2. **QUESTION:** Will UMBC provide and install piping from the Van Guard unit up to the dish-room? We understand that we will make final connections from those rough-ins in the dish-room to the dish-machine.

   **ANSWER:** The piping from the existing Van Guard unit already exists and there is an existing service there to the current dishwasher. If additional work is required it will be the responsibility of the contractor, and should be addressed in your technical response to the University. Yes, the contractor will make the final connections from the rough-ins in the dish-room to the dish-machine.

3. **QUESTION:** Will UMBC provide all utility rough-ins for the dish-machine at the equipment location?

   **ANSWER:** Yes.
4. QUESTION: Will UMBC be removing the gas piping used by the existing dish-machine?

ANSWER: Yes.

5. QUESTION: You mentioned the need for an insulated door at the pre-bid. Is this for the S/S enclosure at the dish drop window? Does the rest of that enclosure and trim remain as is?

ANSWER: The insulated door reference refers to the specifications as outlined in Section III, Item B, #3 stating that the machine shall have "insulated access doors".

6. QUESTION: Does UMBC require that the performance bond cover the two year warranty?

ANSWER: The Performance Bond is required for the installation of the machine. There is no need for a performance bond during the two (2) year warranty. The warranty will cover the operation of the machine.

7. QUESTION: Are we responsible for hauling away and dumping the existing dish-machine and conveyor?

ANSWER: Yes.

8. QUESTION: Are we responsible for hauling away all packing material?

ANSWER: Yes.

9. QUESTION: If required, will there be space for us to set a dumpster?

ANSWER: Yes, there is a space near the loading dock where a dumpster may be placed, but it can be no larger than a 20-yard dumpster.

10. QUESTION: Please provide detailed specifications for the neutralizer called for in Section 111, B-14.

ANSWER: After further research by the University we have found that there is no neutralization unit that will fit within our building envelop. Therefore if there is a neutralizer built within the dish-machine the University would like it, but the University does not want any separate additional unit.
11. QUESTION: Can we use non-union installers, plumbers, and electricians?

ANSWER: Yes, there is no requirement for union labor on this project.

12. QUESTION: The specification sheet for the specified Champion dish-machine indicates an overall width of 39” at the unload end and 49-1/2” at the load end.

The doorway from the cafeteria is approx. 36-1/2” wide and the doorway to the dish-room is approx. 38” wide. Can you suggest any methods of getting the equipment into the room?

ANSWER: Given the constraints, please provide a plan to get the machine into the room. This would be part of your Technical Proposal response to the University and would be under the “Statement of Approach to the Contract” which is noted in Section V, Item C-1.

13. QUESTION: Is the specified equipment “Energy Star” approved?

ANSWER: No. But having said that it is an energy efficient solution for UMBC because it will not require additional electrical service (for an electric machine), nor does it require gas burners in the dish-room. The machine also has very low water usage with high production. To our knowledge there is no dish-machine that is “Energy Star” rated at this time.

14. QUESTION: Please verify direction of operation for the new machine. Current unit is Left to Right Operation. Bid is calling for Right to Left Operation. Please clarify

ANSWER: If you are standing where the controls are, the machine runs left to right. The University wants the same configuration and the machine positioned where it is.

15. QUESTION: Do you want a hot water booster included on the machine?

ANSWER: Yes, the University does want the heated hot water booster included on the dish-machine unit.

Enclosures: Acknowledgement of Receipt of Addenda Form
Pre-Proposal Sign-in Sheet
Tax Exempt Certificate

Cc: Procurement File
END OF ADDENDUM #1 DATED 02/17/12
This addendum was posted on the University’s eBid Board and eMaryland Market on 02/17/12.
(Original with enclosures were not mailed)
RFP NO.: BC-20792-Q

TECHNICAL & PRICE PROPOSALS
DUE DATE: WEDNESDAY, FEBRUARY 22, 2012 AT 2:00 P.M.

BID FOR: UMBC DISH-MACHINE PROJECT

NAME OF BIDDER: ________________________________

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA

The undersigned, hereby acknowledges the receipt of the following addenda:

Addendum No. 1 dated 02/17/12
Addendum No. ____ dated _______
Addendum No. ____ dated _______
Addendum No. ____ dated _______
Addendum No. ____ dated _______
Addendum No. ____ dated _______

As stated in this Addendum, this form is to be returned within your Technical Proposal.

______________________________
Signature

______________________________
Printed Name

______________________________
Title

______________________________
Date

END OF FORM
The attached card is your new exemption certificate which is valid upon receipt. Effective October 1, 1997, exemption certificates issued to governmental entities no longer have an expiration date, thus eliminating the need to renew the certificate. Please read the enclosed Tax Tip and the instructions on the back of the card for the proper use of the exemption certificate. If you have any questions regarding the use of this card, please call the Taxpayer Service Section at (410) 767-1300 in Baltimore, toll free 1-800-492-1761 from elsewhere in Maryland, or e-mail at taxhelp@comp.state.md.us.