



University of Connecticut
*Office of the Associate Vice President of
Finance and Budget*

Procurement Services

DATE: April 27, 2015
TO: Prospective Respondents
RE: Addendum # 1 RFQ – “Turf Installation and Maintenance”

All respondents are hereby advised of the following addendum to the Request for Quote document(s) which are made an integral part of the bid documents. Respondents are required to acknowledge receipt of this addendum by initialing on the “Form of Bid”, a required submittal with their proposal response, as well as include a signed copy of this addendum with their RFQ response.

The inquiry period for this RFQ is now closed.

1) Changes, deletions and clarifications to the RFQ document are as follows:

Section 3.1.3 and Section 3.1.4 currently read:

- 3.1.3 Price Increases for Labor: Prices shall remain fixed for the first term of the contract, **unless or until the CT DOL Standard Labor Rate is amended**. The bidder shall, in the pricing section of the “Form of Bid”, state the percentage of the overall bid amount which is dedicated to the payment of wages to those employees who will be paid the “Standard Wage” set by the CT DOL. If the “Standard Wage” is increased, that percentage of the bid amount will be increased by the same percentage as the increase to the “Standard Wage”. Other price increases will only be considered on an annual basis when:
- 3.1.3.1 When price increases are based on a documented change in vendor’s net cost of providing services, and,
 - 3.1.3.2 When the University is notified of the increase a minimum of thirty (30) prior to effective date and,
 - 3.1.3.3 When the vendor provides the University any and all documentation it may require to support the proposed price increase and,
 - 3.1.3.4 Requested increases are in line with the US DOL CPI adjustment for the previous year.
- 3.1.4 Price increases for goods: will only be considered on an annual basis as follows:
- 3.1.4.1 When the University is notified of the increase a minimum of thirty (30) calendar days prior to the effective date of an increase;
 - 3.1.4.2 When the Contractor provides the University with any and all documentation it may require to support the proposed rate increase; and,

3.1.4.3 When the increase conforms to an amount not to exceed the Consumer Price Index (CPI), appropriate for the commodity, as published by the United States Department of Labor. The University will expect any increases to be consistent with those applied to customers of comparable size and nature.

Section 3.1.3 has been changed to read:

3.1.3 Price Increases: Pricing shall remain fixed for the initial term of this Agreement, unless or until the CT DOL Standard Labor Rate is amended. Any request for increase from the Contractor shall be in writing and shall be, at a minimum, equal to but not greater than the most recent standard wage for those classifications published by the CT DOL.

Other price increases will only be considered on an annual basis as follows:

- 3.1.3.1 When the University is notified of the increase a minimum of thirty (30) calendar days prior to the effective date of the increase.
- 3.1.3.2 When price increases are based on a documented change in vendor's net cost of providing services, and,
- 3.1.3.3 When the Contractor provides the University with any and all documentation it may require to support the proposed rate increase, and
- 3.1.3.4 When the increase conforms to an amount not to exceed the Consumer Price Index (CPI), appropriate for the commodity, as published by the United States Department of Labor. The University will expect any increases to be consistent with those applied to other customers of comparable size and nature.

Section 3.1.4 has been removed in its entirety and is not applicable.

Section 2.3.14 has been added to this RFP.

2.3.14 Process for Requested Services: The University shall contact the Contractor by phone/email to request a quote for specified Services. The Contractor shall respond to such requests with a written quote based on the costs outlined in Exhibit D in no less than forty-eight (48) hours. Upon the University's review and approval of the quote, a Purchase Order will be issued to the Contractor for the specified Services. At no time, shall Services be rendered without an issued Purchase Order for said specified Services.

Section 4.4 currently reads:

- 4.4 **Contract Format:** The resulting contract will be the product of negotiations and will be the entire agreement between the University and the Vendor(s), superseding and rescinding all prior agreements to the subject matter thereof. All of these documents signed by both parties and approved by the Office of the Attorney General will constitute the final contract. A draft contract, if not included as part of this RFP, will be posted as an Addendum within 10 business days or sooner after the issuance of this bid.

Section 4.4 is changed to read:

- 4.4 **CONTRACT:** Firms will have an opportunity to review the contract template in its entirety prior to the RFQ deadline. The Contract will be posted to the website. In submitting a response to this RFQ, Firms will be deemed to have accepted the terms of the contract without exception, as well as any modifications to the contract that the University deems necessary prior to execution. The UConn Project Manager shall be referred to as the University's Representative in the Contract.

A DRAFT OF THE CONTRACT REFERENCED IN SECTION 4.4 (ABOVE) HAS BEEN ATTACHED TO THIS DOCUMENT

BIDDER NOTE: This addendum must be completed, signed and submitted with your bid response to be considered for award. If you have already submitted a proposal, please complete the addendum and submit same in a sealed envelope, clearly marked with the RFQ number, response date, and return address. This will be accepted as part of your proposal response, **PROVIDING IT IS RECEIVED BY THE PURCHASING DEPARTMENT BY THE TIME AND DATE SPECIFIED IN THE ORIGINAL RFQ DOCUMENT, OR AS AMENDED BY THIS DOCUMENT.** Further, all terms, conditions and specifications modified by this addendum shall supersede and terms, conditions, and/or specifications of the original RFQ document. **The bid opening date has been changed to: Tuesday, May 5, 2015 @ 2:00 p.m. (EDT)**

Please acknowledge receipt of this addendum by email to lou.priest_jr@uconn.edu.

Name

Company

Date