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| Request for Bids |  <p>Marshall University Office of Purchasing One John Marshall Drive Huntington, WV 25755-4100 Direct all inquiries regarding this order to: (304) 696-2823</p> | Bid# MU17SPORTCLEAN | | |
| Vendor: | Phone: | For information call: | | |
| FEIN/SSN: | Fax: | Purchasing Contact: Jill Burcham Phone: (304) 696-2823 | | |
| <p>Sealed requests to bid for furnishing the supplies, equipment or services described below will be received by the Institution. TO RECEIVE CONSIDERATION FOR AWARD, UNLESS OTHERWISE NOTED, THE BID WILL BE SUBMITTED ON THIS FORM IN ORIGINAL AND (1) COPY, SIGNED IN FULL IN INK, AND RECEIVED IN THE OFFICE OF PURCHASING TO HAVE A DATE/TIME STAMP AFFIXED, ON OR BEFORE THE DATE AND TIME SHOWN FOR THE BID OPENING. When applicable, prices will be based on units specified; and Bidders will enter the delivery date or time for items contained herein. The Institution reserves the right to accept or reject bids on each item separately or as a whole, to reject any or all bids, to waive informalities or irregularities and to contract as the best interests of the Institution may require. BIDS ARE SUBJECT TO THE GENERAL TERMS AND CONDITIONS AS PRINTED ON THE REVERSE SIDE HEREOF AND AS SET FORTH HEREIN.</p> | | | | |
| DATE 8/12/16 | DEPARTMENT REQUISITION NO. | BIDS OPEN: August 17, 2016 3:00PM | BIDDER MUST ENTER DELIVERY DATE FOR EACH ITEM BID | |
| Item # | Quantity | Description | Unit Price | Extended Price |
| <p><u>Addendum No. 1</u></p> <p>Project: Cleaning of the Joan C. Edwards Stadium And the Cam Henderson Center</p> <p>Date: August 17, 2016 Time: 3:00PM</p> <p>The purpose of this addendum is to clarify and modify specifications per the attached document prepared by Marshall University.</p> <p>Failure to confirm receipt of addenda is cause for rejection of bid.</p> | | | | |
| Total | | | | |

To the Office of Purchasing,
In compliance with the above, the undersigned offers and agrees, if this offer is accepted within _____ calendar days (30 calendar days unless a different period is inserted by the purchaser) from the bid open date, specified above, to furnish any or all items upon which prices are offered, at the price set opposite each item, delivered at the designated point(s), within the time specified.

| | |
|--|--|
| Bidder guarantees shipment from _____ _____ within _____ days FOB _____ After receipt of order at address shown Terms _____ | Bidder's name Vendor _____ Signed By _____ Typed Name _____ Title _____ Street Address _____ City/State/Zip _____ Date _____ Phone _____ Fein _____ |
|--|--|

The purpose of this addendum is to clarify and modify specifications for MU17SPORTSCLEAN

Item 2.10 add – lost and found items shall immediately turn into the Marshall University Police Department

Item 3.2.4 Should be titled as Shewey Building Training Room, not First Aid Room

Item 3.2.7 add #3 – No vehicles on stadium field grass or warning track surface.

Questions:

Question No. 1: How many Home Football Games for the 2016 Season?

Answer: There are a total of 7 Home Games this season. Below is the Football Schedule for the 2016 Season.

Marshall University Football Schedule for 2016

Game Schedule:

Sept. 10 vs Morgan State 6pm

Sept. 17 vs Akron 12pm

Sept. 24 vs Louisville 8pm

Oct. 15 vs FAU 7pm

Oct. 22 vs Charlotte 5:30pm

Nov. 12 vs MTSU 7pm

Nov. 26 vs WKU TBA

Question No. 2: Does Marshall University want a lump sum or a per game price for the cleaning of the Joan C. Edwards Stadium and the Cam Henderson Center Basketball Arena?

Answer: Pricing should be based on a per game basis

Question No. 3: What is the seating capacity of the Joan C. Edwards Stadium?

Answer: Joan C. Edwards Football Stadium seating capacity is 38,628

Question No. 4: What is the seating capacity of the Cam Henderson Basketball Arena?

Answer: The Cam Henderson Basketball Arena seating capacity is 9,054

Question No. 5: Is there a schedule for the upcoming Basketball Season?

Answer: At this time a set schedule has not been released.

Question No. 6: Would Marshall University be willing to have a mixture of company and temporary employees to work at the Joan C. Edwards Stadium and the Cam Henderson Center?

Answer: Marshall University would be willing to have a mixture of company and temporary employees only if these following conditions are met;

- A. Proof must be provided to show if temporary employees have passed a criminal background check and Drug screening.

This information must be supplied to Marshall University Athletics, to the Attention of Mr. Scott Morehouse, within two weeks of employment.

Question No. 7: Does personnel need to be on site during football and basketball games to clean and restock restrooms and to remove trash?

Answer: Successful bidder shall have personnel on site during the entire game to clean and stock restrooms as needed and remove trash and reline waste receptacles. Two individuals need to be on the SD, PB, and WP Levels. Two individuals need to be on the east concourse and the west concourse.

Exhibits:

Exhibit "A" Joan C. Edwards Seating Chart

Exhibit "B" Joan C. Edwards Stadium Grounds

Exhibit "C" The stadium aerial attached document. All areas inside of the red outlined box is considered the stadium grounds. All trash within this area shall be collected and disposed of. This area is in addition to the game day parking lots.

EXHIBIT "A"

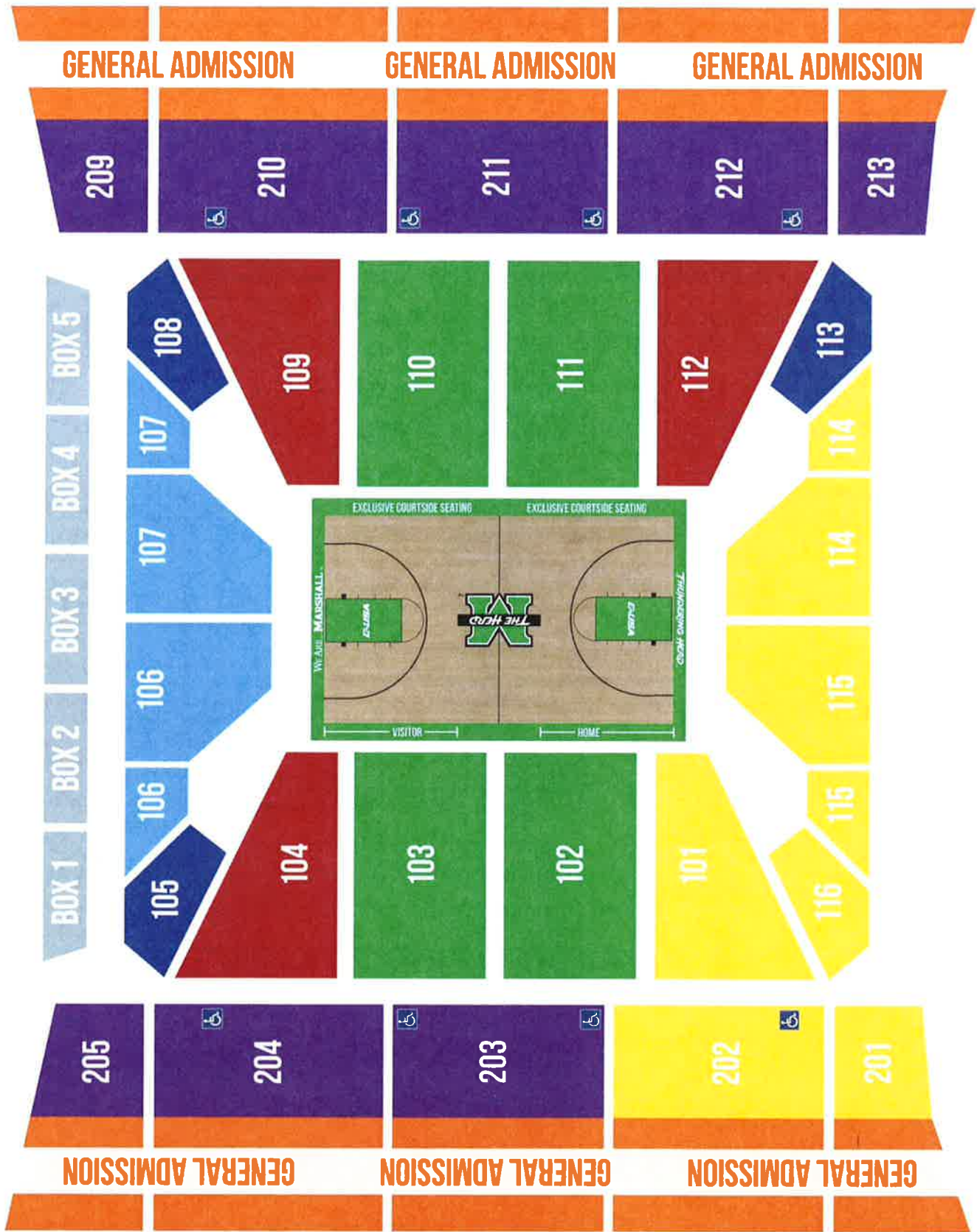
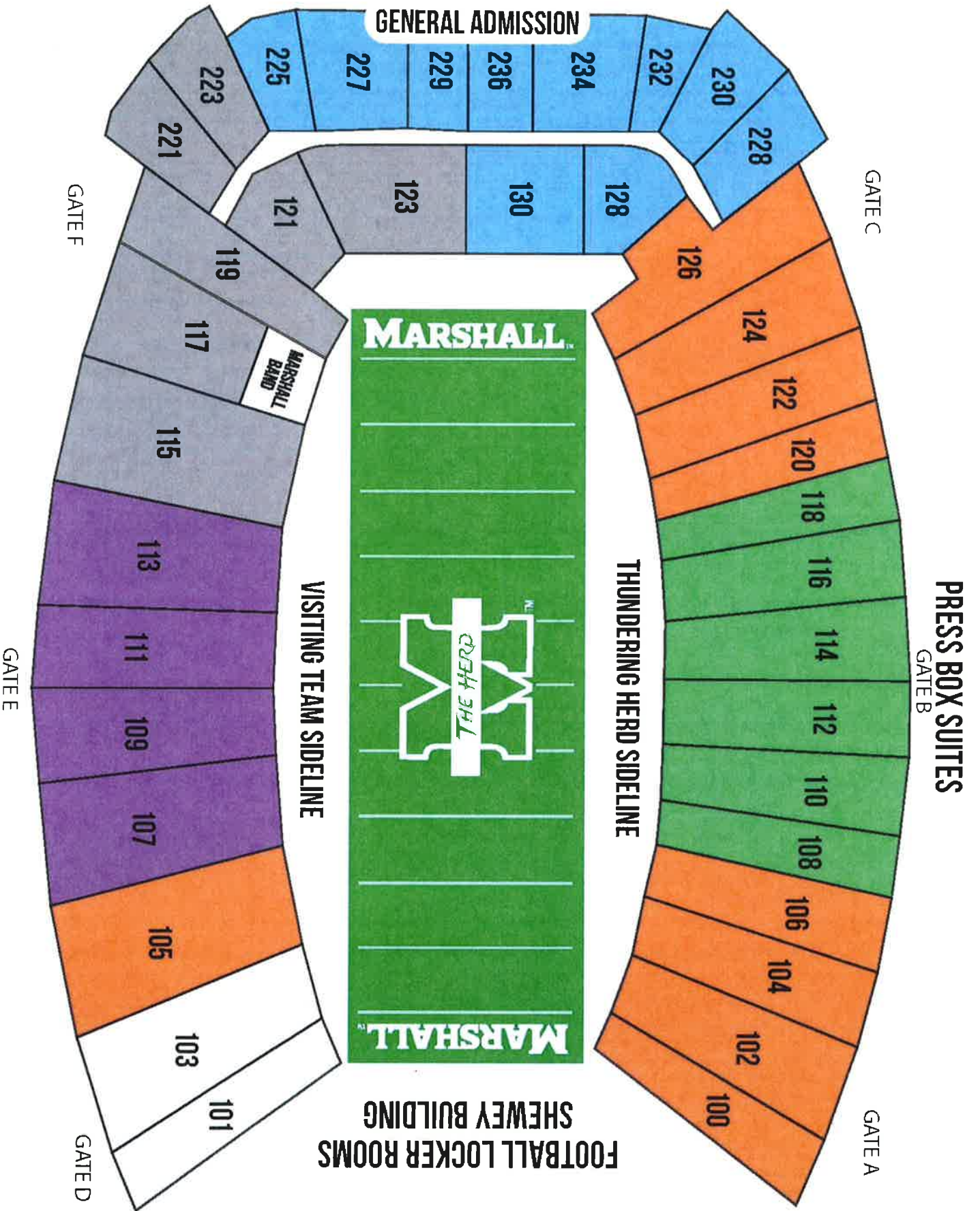


EXHIBIT "B"

GATE G







MU17SPORTCLEAN COST (BT-79BD)

Instructions

- Fill in your contact information below.
- When pasting content, please use Paste Special as Text without any formatting.
- Please do not change the structure of any of the worksheets. Changing the structure will invalidate your submission.
- Any additional information outside of the given structure of the worksheets will not be visible to the purchaser.
- Please do not save this file in a different format. Saving this file in a different format will invalidate your submission.
- Please follow the instructions provided along with this file to submit it back to Bonfire.
- If you decide to bid on an item, then all of the editable cells for the item must contain a valid value.
- If you decide not to bid on an item, then all of the editable cells for the item must be blank.
- If you have any questions regarding the content of this file, please contact the appropriate purchaser.
- If you have any technical problems, please contact Bonfire at Support@GoBonfire.com.

Contact Information

| | |
|--------------------------|--|
| Organization Name | |
| First Name | |
| Last Name | |
| Email | |

Primary Responses

| Bid/No Bid Decision | # | Item Name | Quantity Required | Unit Price | Total Cost |
|---------------------|------|-----------------------------------|-------------------|------------|------------|
| Bid | #0-1 | Joan C Edwards Stadium / per game | 1 | | |
| Bid | #0-2 | Cam Henderson Center / per game | 1 | | |

Submission Instructions for Suppliers

Please follow these instructions to submit via our Public Portal.

1. Prepare your submission materials:

Requested Information

| Name | Type | # Files | Requirement | Instructions |
|----------------------------------|-------------------------|----------|-------------|---|
| RFB | File Type: PDF (.pdf) | Multiple | Required | |
| MU17SPORTCLEAN COST (BT-79BD) | BidTable: Excel (.xlsx) | 1 | Required | You will need to fill out the provided Response Template for this BidTable. The Response Template can be downloaded from the project listing on the Bonfire portal. |

Requested Documents:

Please note the type and number of files allowed. The maximum upload file size is 100 MB.

Please do not embed any documents within your uploaded files, as they will not be accessible or evaluated.

Requested BidTables:

The BidTable Response Templates can be obtained at <https://marshall.bonfirehub.com/opportunities/1573>.

Please note that BidTables may take a significant amount of time to prepare.

2. Upload your submission at:

<https://marshall.bonfirehub.com/opportunities/1573>

Your submission must be uploaded, submitted, and finalized prior to the Closing Time of **Aug 17, 2016 3:00 PM EDT**. We strongly recommend that you give yourself sufficient time and **at least ONE (1) hour** before Closing Time to begin the uploading process and to finalize your submission.

Important Notes:

Each item of Requested Information will only be visible after the Closing Time.

Uploading large documents may take significant time, depending on the size of the file(s) and your Internet connection speed.

You will receive an email confirmation receipt with a unique confirmation number once you finalize your submission.

Minimum system requirements: Internet Explorer 8/9/10+, Google Chrome, or Mozilla Firefox. Javascript must be enabled.

Need Help?

Marshall University uses a Bonfire portal for accepting and evaluating proposals digitally. Please contact Bonfire at Support@GoBonfire.com for technical questions related to your submission. You can also visit their help forum at <https://bonfirehub.zendesk.com/hc>