



TITLE: SMU Kitchen Vent Hood RFP 2019 - QUESTIONS & ANSWERS

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Section 3.2 Location of Services

- **Can we schedule a site visit during the RFP process? In specific, can we see the larger properties with multiple hood systems i.e. Hughes-Trigg Student Center, Anita and Truman Arnold Dining Commons, Moody Coliseum and Miller Event Center, and Umphrey Lee?**
 - Yes, a vendor site visit opportunity has been scheduled for all participating vendors.
- **In lieu of a site visit for the properties above, do you have blueprints or drawings of the exhaust system duct work that you could share with us?**
 - Unfortunately, we do not.

Section 3.7 Safety

- **Our work takes place when the location is closed, so we will go in afterhours. The RFP mentions we can check out keys if necessary. Is it safe to assume that we will have access to most locations from the hours of 10pm to 6am, Sunday thru Thursday night?**
 - The RFP is set up during times when we will experience breaks. We work with the dining areas to schedule the best days and times. We have never had anyone work from 10pm to 6am.
- **What is the expectation on when the fraternity and sorority houses can be cleaned?**
 - Same as above

Section 5.14

- **“Contractors cleanup will include, but not limited to, removing broken or scratched glass and replacing with new glass”, among other items. It appears this may be a paragraph directed at more general contracting as there are items we are not equipped to fix. Is this correct?**
 - I believe this is in reference to the standard terms and agreement exhibit attached to the RFP. This should not be applicable to the work included in this RFP. The gist of this section is that the vendor will be responsible for fixing or replacing any facilities item damaged during the work provided by the vendor.



Other

- **Since the quote calls for all hoods to be cleaned Quarterly, when are they usually scheduled, ie. Weekends, nights, mornings.**
 - Morning, afternoon, and night.
- **Will we be provided the last cleaned date for each area?**
 - Yes, March 2019
- **Will a schedule of each area be made available (time they open or are in use, time they close)?**
 - No, however, we can get that information, if needed. The selected vendor will work with the SMU facilities department in conjunction with the site locations to determine the best schedule for when the work will take place.
- **On the Reference page, there are two boxes we are unsure of. “System replaced” and “Number of Users”. What information are you asking for with those items?**
 - Please disregard these boxes.