

Q&A Addendum
UAF Athletics Security Products
RFP 638815

This document provides question and answer information pertaining to the above captioned RFP, and will be updated as necessary.

REMINDER: It is the Respondent's responsibility to thoroughly examine and read the entire RFP document and any appendices and addenda to this RFP.

Posted April 26, 2017

Bidder Question Deadline Extension: The last date/time UAF will accept questions is 5/19/17 by 5:00 PM CST

Response Deadline Extension: The due date for bid responses is extended to Tuesday, May 30th by 2:30 PM CST

Question: RFP, Section 6, Projected Timetable of Activities: Please consider scheduling a mandatory Vendor Pre-Bid Conference at which vendors would be able to tour the facility, assess UAF requirements, and ask initial questions.

Answer: There will be a mandatory on-site tour scheduled and bidders interested in responding to this bid MUST participate. The time and location of the tour, and parking information, will be released by Monday, May 1st, at the earliest.

Question: The bid specifies the University would like to purchase metal detectors and wands and is asking prices for them but does not specify how many they need. Given that we do not know how many units you will need, is it acceptable to give you the unit price for the time being until we know how many detectors will be needed?

Answer: Unit price is fine and if there are price breaks depending on the number of units purchased or rented, bidder can specify that as well.

Question: The bid does not specify any specs for metal detectors and wands. At the very least we suggest the University considers to add a requirement that the detectors are Safety Act certified (<https://www.safetyact.gov/pages/homepages/Home.do>).

Answer: Bidder is welcome to recommend specs as well as the certification and characteristics that come with the certified equipment they recommend for large-scale events.

Question: With reference to section 8.5, page 6 of the RFP, do we need to submit the VPAT with the bid or only if we are the successful bidder?

Answer: Please submit with bid response. If the information technology product or system being offered does not completely meet these standards, the bidder must provide an explanation within the Voluntary Product Accessibility Template (VPAT) detailing the deviation from these standards.

Question: The RFQ does not seem to reference delivery and installation anywhere. With regards to Appendix II (official price sheet): is it acceptable if we add a line item to include the cost of delivery and installation or do you prefer the price of the unit already includes delivery and installation?

Answer: OK

Question: Or maybe you are not looking for the contractor to deliver and install the metal detectors?

Answer: Open to options from bidders.

Question: I was wondering whether or not you were seeking just basic metal detectors or a sophisticated security door access control system.

Answer: We welcome the opportunity to learn more about the system and associated costs.

Posted May 3, 2017

Adjusted Timetable of Activities: There are two options provided for the mandatory on-site tours. Bidders are only required to participate in one of the options. Be sure to review other adjustments to the projected timetable below:

Monday 5/15/17: Mandatory On-site Tour
Time: 8:30 a.m. – Noon
Location: Donald W. Reynolds Razorback Stadium
Parking: Lot 67 with a guest pass available for purchase at UA Parking office

OR

Tuesday 5/16/17: Mandatory On-site Tour
Time: 8:30 a.m. – Noon
Location: Donald W. Reynolds Razorback Stadium
Parking: Lot 67 with a guest pass available for purchase at UA Parking office

5/19/17: 5:00 PM CST - Last date/time UAF will accept questions

5/23/17: Last date UAF will issue an Addendum

5/30/17: Proposal submission deadline 2:30 PM CST

6/09/17: Notice of Intent to Award

Upon Award: Contract Negotiations Begin (upon intent to award)

Upon Contract Approval: Service to Commence

Q&A listed in chart below:

#	Document Ref.	Section/Page	Statement	Q&A
1	RFP	§4. References, pg. 3	Requires references to be “located in the continental United States.”.	As a global company, we ask that this restriction be removed. Restriction removed.
2	RFP	§7. Termination, pg. 3	the agreement may be terminated, without penalty, by the University without cause	This seems unreasonable and we would ask for the right to negotiate a mutually acceptable clause. This is a standard condition, however there is possible negotiation with the awardee toward final contract.
3	RFP	§6. Projected Timetable	The bid seeks pricing for “Stadium Assessment” but the timeline does not allow for any site survey	Rapiscan suggests that UAF consider scheduling a mandatory Vendor Pre-Bid Conference at which vendors would be able to tour the facility, assess UAF requirements, and ask initial questions. This would allow vendors to make more accurate and professional recommendations in their bids. This approach would also allow for a more accurate measure of performance post-award. Two dates have been outlined for tours. See above.
4	RFP	§8.5, Conditions	SUCCESSFUL BIDDER SHALL	Please clarify if “software applications and operating

#	Document Ref.	Section/Page	Statement	Q&A
		of Contract, pg. 6, ¶1	EXPRESSLY REPRESENT AND WARRANT to the State of Arkansas through the procurement process by submission of a Voluntary Product Accessibility Template (VPAT) or similar documentation to demonstrate compliance with 36 C.F.R. § 1194.21, as it existed on January 1, 2013 (software applications and operating systems) and 36 C.F.R. § 1194.22, as it existed on January 1, 2013 (web- based intranet and internet information and applications)	systems” in this clause apply to the metal detector’s Operator interface and system operating software. Also please clarify how “Web-based intranet and internet information and applications” are applicable to this contract. This is a federal requirement included in all of our bids and bidders must respond to this VPAT requirement. Also, refer to the Terms and Conditions document, starting on page 5 of 12.
5	RFP	§1, Description and Overview of RFP	seeking Proposals from qualified and reputable companies to Rent-to-Own OR Purchase security grade hand-held and walkthrough metal detectors	Please explain UAF’s expectation regarding “Rent-to-Own” as this is not normally a purchase option provided to small quantities. If the bidder offers this option, please outline. If not, then say it is not an option.
Revised 6	RFP	General	Both provided documents are identified with a page 1 called “Request for Proposal” to include a signature.	Please clarify the submission requirements in relation to the two documents, and specifically if both forms must be completed and returned. At least one of the forms require signature. If neither of the forms include signature then the bid will be considered non-responsive.
7	RFP	§9.2	An interactive version of the RFP document will be posted on our Hogbid website	As of 4 PM ET, 26Apr17, this “interactive version” was not yet posted. Please confirm that this will be made available. Will this be an alternate to the hard copy submission requirements? We consider the Word version of the RFP document the “interactive” version. All required documents were posted to Hogbid on 4/14/17, and moving forward all associated documents will be included as well.
8	RFP	§9.2	Ultimately, bidders must ‘acknowledge’ each section of our document in their bid response.	Please clarify how UAF prefers bidders to meet this requirement. Is there a preferred format or approach? Will UAF accept a general “Statement of Acceptance”, e.g. “We hereby accept all terms, conditions, and requirements as set forth in the RFP with the following exceptions: . . .”? Bidders can insert responses into the Word document provided, or create their own response document making sure to remain consistent with the numbering and chronological order as listed in the Word document. Ultimately, bidders must ‘acknowledge’ each section of RFP document in their bid response – and a blanket “statement of acceptance” is acceptable for those areas that do not require a detailed response, and as long as it’s clearly outlined and signed and therefore considered responsive.
9	RFP	General	General	We do not see any specific product requirements or quantities. Please provide any preferred product specifications and desired quantities. Bidder to provide after tour. Not incumbent on UA.
10	RFP	§13,	Is your firm, its parent, or affiliate a	Please specify the registration or certification you are

#	Document Ref.	Section/Page	Statement	Q&A
		Specifications/ Goals	registered or certified equipment provider in managing security and safety of events	requiring. This also implies that the contract awardee will in some way be responsible for “managing security and safety of events.” Please explain. Bidder to provide response. Not incumbent on UA.
11	RFP	§13, Specifications/ Goals	Describe in detail the type and frequency of research that would be provided by your company	Please specify UAF’s expectations regarding research. Bidder to provide. Not incumbent on UA.
12	RFP	§13, Specifications/ Goals	Do you charge investment managers any direct or indirect fees? What are the fees?	Please explain how UAF expects this to be relevant to the resulting contract. Bidder to provide. Not incumbent on UA.
13	T&C	§1, Preparation of Bids, ¶1.1	Failure to examine any drawings, specifications, and instructions will be at bidder’s risk	Please provide any applicable drawings and specifications. Does UAF anticipate any unusual installation requirements? Other than working through road and facility construction, nothing unusual anticipated.
14	T&C	§1, Preparation of Bids, ¶1.3	Brand Name References	We do not see any reference to product or preferred specifications. Please provide an indication of UAF’s preferred product specifications. Bidder to provide what it offers.
15	RFP & T&C	General	There is no requirement for installation	Will UAF consider self-installation of the systems, i.e. vendor would train UAF staff on proper install and deinstall, which will also facilitate proper relocation of units if needed. Yes
16	RFP	General	There is no mention of networking	Does UAF anticipate the need to network multiple units? It is possible.
17	RFP	General	There are no product preferences	Will UAF consider two models – one for indoor use and one for outdoor use? Since outdoor models are typically more expensive, this will allow UAF to more properly budget for its needs. It is possible.
18	RFP	General	There are no product specifications	Does UAF anticipate the need for backup batteries? Yes

Posted May 4, 2017

REVISION: The answer to item #6 above (on page 3) is now complete:

Revised 6	RFP	General	Both provided documents are identified with a page 1 called “Request for Proposal” to include a signature.	Please clarify the submission requirements in relation to the two documents, and specifically if both forms must be completed and returned. At least one of the forms require signature. If neither of the forms include signature then the bid will be considered non-responsive.
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