

## Questions for RFP #251-26-014 – Glass Replacement and Repair Services

#	Reference	Vendor Questions	Answers
1	Execution Page; Commodity/Service; Page 2	Is this a Service Agreement or Job Order Contract?	Job Order Contract
2	Commodity/Service; Page 2	Please provide clarification of services?	Change commodity/service section: <b>From:</b> Glass in buildings <b>To:</b> Glass Replacement and Repair for Buildings/JOC
3	RFP Section: Cost/Price Proposal; Page 6	In the Price Proposal (firm fixed price, <b>all-inclusive of materials</b> , miscellaneous tools and equipment, vehicle costs, mileage, fuel charges, overhead and profit, insurance, and miscellaneous materials/tools used in the normal installation and repair such as rags and all other expendable items, torch fees, vacuum pumps, pipe benders, small refrigerant reclaim units, coring equipment, etc. Items that may be charged over and above hourly rates are parts that are replaced or installed, labor, transportation, waiting time if any, general and administrative overhead, and profit)	In the Cost/Price Proposal section  Replace: <b>all-inclusive materials</b> with <b>miscellaneous materials</b> .
4	Page 5, Required Submittals	This section does not note RFP #251-26-014, Page 2 or page 16 as a required submittal, however page 2 has the signature and bid expiration verbiage and page 16 indicates that references are to be submitted. Please confirm if Pages 2 and 16 are also to be submitted with proposal response.	Yes, pages 2 & 16 must be submitted with proposal.
5	Page 6, Cost/Price Proposal	The proposal indicates work that could be at any of 199 schools across 854 square miles and does not provide a specific scope. Laborers are responsible for getting to and leaving their starting work location, but we would expect that fuel and milage for work vehicles necessary to bring materials to site and other trucking costs would not be included in the labor rate. Please confirm if this is the intent or not.	Fuel and mileage must be included in the labor rate.
6	Page 6, Cost/Price Proposal	This page also states the following: “...The contractor must provide documentation showing the cost of labor, material per invoice to WCPSS. Contractor must provide subcontractor’s invoice(s) showing hourly labor rate, labor cost, and material cost per invoice to WCPSS.”	Hourly rate includes miscellaneous materials and not materials. Invoices must itemize materials, cost of materials, labor hours, labor cost, rental equipment, itemized subcontractor invoices and taxes.

		From this statement (which contradicts the paragraph at the top of the page) It is assumed that work involving materials and subcontractor L&M would be tracked via daily T&M tickets with invoices to follow. Please confirm if this is the intent.	
7	Page 14, Insurance	Please confirm that this RFP does not request any services requiring insurance coverages noted in 4., 5., or 6.	Any vendors providing services on Wake County Public School property must meet the insurance requirements on page 14.
8	Revision to Original RFP	Gift Prohibition	Add Revision below to RFP Terms and Conditions section 2
9		Pre-Bid Meeting Notes	See attached

**WITH THE POSTING OF THIS ADDENDUM, THIS RFP WILL BEGIN A "QUIET PERIOD UNTIL IT IS OPENED"**

**NO NEW QUESTIONS CAN BE ANSWERED**

**Gift Prohibition.** Provider acknowledges that it is subject to N.C.G.S. §§ 14-234 and 133-32, which prohibit contractors from providing items of value to school system officials and employees under various circumstances. N.C.G.S. § 14-234, in pertinent part, prohibits contractors from providing to specific school system officers/employees a gift, favor, reward, service, or promise of reward in exchange for recommending influencing or attempting to influence the award of a contract. N.C.G.S. § 133-32, in pertinent part, bars provision of gifts or favors to specific school system officers/employees by a contractor who has a contract, has performed under a contract in the last year, or anticipates bidding on a contract in the future. Provider covenants that no director, employee or agent of Provider, or any other person connected with Provider, has made, offered or given, either directly or indirectly, to any School System Board member, employee, or agent, or to any person connected with the School System, any gift, favor, or item of value in violation of either N.C.G.S. §§ 14-234 or 133-32. Provider agrees that a breach of this provision as identified by the school system may result in the School System's termination of this Contract without liability and/or at the School System's discretion, the recovery of any and all funds paid to Provider pursuant to this Contract. Provider further agrees that to the extent there exists any doubt as to whether its actions have violated, or could violate, this provision, Provider will promptly notify the school system so it can make a determination as to the propriety of the Provider's past or proposed future conduct.

**Pre-Bid Meeting**  
**Maintenance and Operations**  
**April 8, 2025 9:00am**

Debra Wallace

- Introduction – Sr Director of Purchasing
- Must be responsive and responsible
- Questions that are asked today or submitted in writing by due date will be answered and posted as an addendum
- Make sure all bid documents are completed and signed where needed and make sure to include certifications
- We cannot accept any exceptions to terms and conditions
- Introduction of Clarence Rogers - Buyer
- There is a new No Gift Provision piece from our Attorney that will be added as an addendum to the bids
- In order to maintain confidentiality of the bids, all correspondence needs to go through Clarence Rogers

Clarence Rogers

- Introduction
- There are 37 bids that have been posted for this group
- Answers to today's questions are not binding. All questions need to be submitted in writing to myself ([bids-crogers7@wcpss.net](mailto:bids-crogers7@wcpss.net)). Questions are due by 4/15/25
- Make sure you review the deadlines for these bids
- There is a sign-up sheet going around. Please sign before you leave.

Open Discussion

Q: On the pricing page for solid waste – Attachment E, the roll offs listed – how do we calculate?

A: We will need roll off price and estimated land fill cost – there will be a new price sheet in addendum

Q: Solid Waste bid – does it need to go to Wake County land fill?

A: No, list where you will be taking in your bid

Q: One year term? Can that be changed?

A: It will be a 1-year term with an option to renew annually up to 5 years. It would only be cancelled if due to poor performance or other factors.

Q: Highlighted schools with storm water?

A: It indicates schools with Scm's or stormwater control measures that must be maintained.

Q: Roofing Repair Addendum – any documentation on types of roofs on building – removing?

A: Inspection and repair – every type of roof – over 200 schools – you are listing one average labor rate for repairs

Clarence Rogers

- Cleaning Contract – there will be an addendum to the cost sheet

Robert Duarte – Director of Custodial Services

- There is changes to some areas – Clarence will post changes. Some schools will be removed. Some in house schools will now be contracted schools.
- Make sure you initial and sign in all areas

Q: Can we use sub-contractors?

A: Awarded vendor can sub but subs cannot sub again

Q: Will there be multiple contractors?

A: There will be one vendor per area and vendors can be awarded to multiple areas

Jeri Preddy

- Roofing – their will be multiple contractors

Q: Fire Sprinklers – will this be divided? Is a list available for due dates for inspections prior to bid due date? Can last year's inspections be provided?

A: This will not be divided in multiple areas. Can make a public records request for last year's inspection information.

Q: Fire Alarm – Monitoring?

A: Inspection only

Q: Plumbing and Boiler – multiple contractors?

A: Yes, multiple contractors

Q: Landscaping - multiple contractors?

A: Yes, multiple contractors.

Q: If 2 companies bid, can owner be part of both companies?

A: Yes, it is ok.

Debra Wallace

- Different requirement/template. Meant for reviewers to see capacity in which they can perform
- Follow up clarification notice – return as quickly as possible

Clarence Rogers

- Some bids have both Service Agreements and Job Orders. This will be cleared up in the amendment.
- Check to make sure there is a signature line on the addendum

Q: Fire Doors – Roll up?

A: Yes, roll up

Robert Duarte

- If you are wanting to go on tours for Custodial – meet outside custodial office area

Q: Landscaping – Multiple awards?

A: Will be bidding by clusters. If wanting to see schools, go after hours or on weekends. You can request maps. If you want to see interior courtyard, go

during hours and report to school main office as a visitor and ask for Custodian

Q: Can bids be hand delivered on date of bid opening?

A: Yes, deliver to Bldg. F at Rock Quarry. Hand delivery is best. We have problems with UPS and FedEx. If it arrives late, we cannot open.

Q: Flooring and Painting – tours?

A: No tours. Must give hourly rate. If a project comes up, the school can be walked, and you can see the area needing paint. Individual projects under one big contract – give labor rate and it must include disposable material in labor rate. Materials must be bid separate from labor rate.

Q: When will final addendum be posted?

A: Hoping to by the 17<sup>th</sup>. IF something happens, the bid can be extended, and an addendum will be posted. Addendums are posted regularly and as soon as possible. We want everyone to receive information.

Q: Can school list be sent in an excel file?

A: No, must be in PDF

Bids need to be sent to or delivered to 1551 Rock Quarry Rd, Bldg. F, Raleigh. The Bid # needs to be clearly written on outside package.