

**University of New Mexico Hospitals
Request for Proposals
Addendum No. 2**

RFP Project Name and Number:

P399-19

Hospital Environmental Supplies



Due Date: April 26, 2018, 2:00 p.m. MST

The time and date proposals are due shall be strictly observed.

Name of Procurement Specialist:

Chris Lechalk

Due Date:

April 26, 2019, 2:00PM MST

Addendum No.2

See Below

The purpose of this Addendum is to notify all potential respondents of any changes to the original RFP and to answer questions regarding the RFP. The answers provided in this Addendum hereby amend and/or modify the original RFP Document and Specifications.

All offerors are subject to the provisions of this addendum.

Questions:

1. Can you please provide us with the Excel versions of RFP399-19, Hospital Environmental Supplies, and Exhibit J?

Answer: See Addendum 1 Exhibit J (XLS), go to link:

<https://hsc.unm.edu/health/about/bids-proposals/proposals.html>

2. Are we permitted to use a % +/- factor when quoting can liners as it relates to size and/or thickness OR does the item have to be identical?

Answer: Item needs to be identical.

3. In the event that we are proposing an alternative item how should we fill out the Match UOM, Match CF, and Pricing Columns? **Answer: Create a new spreadsheet, that would have the same headings as the Exact Match spreadsheet (item number, description, UOM, CF, Pricing and the quantity), and call it Alternative Products. Please note that any alternatives must be approved by UNMH's Infection Control and other approving departments (See Section 3, D, Scope of Work, Service Expectations paragraph one).**

4. In the event we can propose the current item but also have a suggestion for a better cost in use alternative item should we propose both items or just choose one? **Answer: Propose both but make sure that the alternative product is separated from the Exact Match spreadsheet. See answer 3. Please do not blend the alternative products with Exact Match.**

5. In the event our proposal is of interest to UNMH is there an opportunity to schedule a face to face meeting to review and discuss the proposal after the due date of April 26, 2019? **Answer: At this time UNMH does not believe a face to face presentation is required. If awarded, that would be a more appropriate time.**

6. Are we permitted to provide item crosses that match the description but are from a different manufacturer OR do all items have to be item and brand specific? **Answer: For the Exact Match all items have to be item and Brand Specific.**

7. If items from a different manufacturer are permitted, can we provide a separate pricing file to properly capture unit of measure differences? **Answer: Yes. See answer 3 for details.**

8. The RFP includes wording that the winning partner will provide "all paper dispensers for free". To fully support that request we normally request the following information: How many paper dispensers do you estimate within the system? **Answer: For UNMH there are approximately 4000 Paper Towel Dispensers and 3000 Toilet Paper Dispensers. For SRMC approximately 1000 Paper Towel Dispensers and 800 Toilet Paper Dispensers.** What is the duration of the papers contract to support the paper dispenser offering? **Answer: The initial contract term is 4 years with renewal options.**

9. What is the time frame of the quantities and unit of measure? Cases in a year? **Answer: One year usage for UNMH, SRMC, and UNMMG**

10. Can you provide us with the case weight (lbs. per case) for each of the liners?

Answer:

55 gallon - 24.3 lb (100/case)

40 gallon - 27.8 lb (150/case)

13 gallon - 16.9 lb (1000/ case)

33 gallon (red) - 15.5 lb (150/case)

- 11.** Would it be an option for us to call FedEx at our expense and pick up a sample of the liners currently being used? If yes, can you provide us with the address where FedEx should go, a contact name, phone number & email address, and times that FedEx can come? **Answer: Not an option at this time.**

- 12.** What is the annual UNM Health Sciences Center EVS spend covered by this contract?
Answer: For UNMH -Spend for 2018 was \$2,023,466.00. For SRMC \$107,000.00
- 13.** What percentage of the annual spend does the item market basket represent?
Answer: For UNMH, represents 70%. For SRMC , represents 18%
- 14.** How many delivery locations are there for the liners? **Answer: UNMH has (7) Main, CTH, OSIS, HOPE, Women's Clinic, UPC, CPC. For SRMC liners would be delivered to dock only.**
- 15.** Based on previous ordering history, can you tell us about how often orders are placed for the liners (monthly, quarterly or other?) and what is an approximate case order?
Answer: For UNMH, (7 locations) order once per week for all seven locations, and a second order for Main, so 8 orders per week. For SRMC they order once per week.