

SPRING BRANCH INDEPENDENT SCHOOL DISTRICT

Scott Muri, Ed.D, Superintendent of Schools

PURCHASING DEPARTMENT

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BARBARA A. ROBILLARD
Director of Purchasing

NOTICE TO BIDDERS

ADDENDUM TO REQUEST FOR SEALED PROPOSAL

DATE: 10/5/2017

This Addendum forms a part of and modifies the original Proposal Document, issued by the Spring Branch Independent School District.

Invitation to Bid entitled: ANNUAL CONTRACT FOR POOL MANAGEMENT,
MAINTENANCE & LIFEGUARD SERVICES AT THE W.W. EMMONS NATATORIUM

Bid Number: 12089

Bid Opening Date & Time: OCTOBER 17, 2017 @ 2:00 A.M.

ADDENDUM NO. 1

Please make the following additions, revisions, and/or deletions to the Bid Document:

The bidder shall acknowledge receipt of this addendum in his bid form.

See Questions and Answers Below

ADDENDUM NO. 1, PROPOSAL #12089 QUESTIONS AND ANSWERS

Question #1: Are there any weekend operating hours?

Answer #1: **No**

Question #2: 1) Is there a membership component of the facility that is open to the public?
2) If so will the vendor manage this?

Answer #2: 1) **No**
2) **N/A**

Question #3: Would the vendor be required to collect any fees/payments as part of the scope of this RFP?

Answer #3: **The vendor is required to provide invoicing for fees that they incur providing lifeguards, event workers (running timing system, serving as supervisor in duty) to outside groups renting the pool. The vendor is responsible for collecting those fees directly.**

Question #4: Is SBISD open to considering revenue-based program offerings to offset costs? (i.e. swim instruction, water exercise programs, etc.)

Answer #4: **No, not at this time.**

Question #5: Who is responsible for any deficits?

Answer #5: **SBISD does not incur deficits**

Question #6: Who manages the building/facility/grounds/locker rooms?

Answer #6: **SBISD Athletic Department manages the outside of the facility & the vendor keeps the facility clean on a daily basis.**

Question #7: 1) Is the pool schedule currently booked?
2) Is it only school swim teams or are there clubs, citizens, etc. utilizing?

Answer #7: 1) **There is a comprehensive pool schedule that has been developed.**
2) **Includes swim team practices & meets for four high schools, YMCA practices, group diving lessons, water polo practices, tournament & matches, and outside swim meets.**

ADDENDUM NO. 1, PROPOSAL #12089 QUESTIONS AND ANSWERS

Question #8: Who is responsible for supplies related to management of the facility in the scope of this RFP? For example: pool chemicals, locker room and shower supplies, towels, office supplies, etc.

Answer #8: **The vendor supplies all chemicals needed to maintain the pool.**

Question #9: 1) Would the vendor be required to provide towel service for the facility?
2) If so, what is included in that scope: provision of towels, laundering (on-site or outsourced), stocking, clean-up, replacement, etc.)?

Answer #9: 1) No
2) N/A

Question #10: Regarding section 9.8.0 Proposal Questionnaire: Questions in this package shall be completed and returned with the proposal. Proposers shall answer each question. Use additional pages if necessary, maintaining proper identification of items. If any question is not applicable (N/A) to your proposal, Proposer shall indicate in space for answering the question "N/A" rather leaving the question blank. Please clarify if there are additional questions to be included with the response. Is there a questionnaire in this RFP?

Answer #10: **No**

Question #11: (1) Is SBISD expecting a response to each item in section 8.0 SPECIFICATIONS?
(2) Are only exceptions need to be identified?

Answer #11: (1) **No, specifications only**
(2) **Section 8 Specifications only**

Question #12: (1) Regarding 16.0 Deviation/Compliance Signature Form: is it acceptable for the proposer to refer to an attached redlined document for edits, comments and exceptions?
(2) There is no signature line on the Deviation form, is signature required?

Answer #12: (1) **Yes**
(2) **No**

Question #13: Please confirm whether a bond is required for the services included in the scope of this RFP?

Answer #13: **No bond is required**

**ADDENDUM NO. 1, PROPOSAL #12089
QUESTIONS AND ANSWERS**

Question #14: Regarding insurance requirements in the RFP, the Contract Terms & Conditions, section 5.42.0 differs from the Specifications, sections 8.6.0. What insurance requirements is the vendor required to adhere to?

Answer #14: The vendor must adhere to the insurance requirement under the Contract Terms & Conditions, section 5.42.0

END OF ADDENDUM NO.1