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REQUEST FOR PROPOSAL  
RFP# AX-24-004 Custodial Services and Grounds Management

**ADDENDUM NO. 1 – NOTICE TO ALL POTENTIAL RESPONDENTS**  
**January 2, 2024**

The Request for Proposal (RFP) is modified as set forth in this Addendum. The original RFP documents and any previously issued addenda remain in full force and effect, except as modified by this Addendum, which is hereby made part of the RFP. Respondent shall take this Addendum into consideration when preparing and submitting its Proposal. Respondent shall acknowledge receipt of this and all addenda.

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**ADDITION TO SECTION 3 – PROPOSAL RESPONSE**

**3.16 Commitment to Buy Local**

- A. Describe your firm’s initiative (if any) to buy local and invest in community partnerships.
- B. Describe your firm’s overall goals to contribute to the Fort Smith and the region’s economic success if you are the selected vendor.

**MODIFICATION TO SECTION 4 (*additions in bold*) – INSTRUCTIONS FOR RESPONDENTS**

**4.5 Evaluation Criteria**

The selection of a service provider under this contract shall be based on the University’s assessment of the ability of the Vendor to provide the services enumerated in this RFP and the costs associated with providing these services. The following point scale shall be followed in evaluating proposals:

	<u>Maximum Points</u>
Vendor has established history of providing high quality and cost effective methods for providing services that meet or exceed the specifications outlined in this RFP. ....	20
Vendor shows proven industry experience in providing services of similar nature and scope, within an educational environment comparable to UAFS.....	20

Vendor provides clear, detailed plans for the transition and start-up phase to accomplish the complete scope of work.....	15
Vendor demonstrates a workplace culture that supports and promotes team members; in addition to supporting the core mission of UAFS, <b>and contributing to the Fort Smith and local region's economic success with a commitment to buy local</b> .....	10
Other.....	5
Price proposal.....	30
TOTAL	<u>Maximum 100 points</u>