

George Mason University  
RFP GMU-1833-23 Fall Protection Assessment and Equipment  
Round 1 Negotiation Memorandum

The evaluation committee has completed the evaluation and scoring of all proposals received for RFP GMU-1833-23 and have identified your firm as one of the finalists. We are prepared to move to Round One (1) Negotiations. We have a few items that we would like to negotiate and that we need additional clarification regarding. Please respond to the points below your earliest convenience but no later than noon on Wednesday, November 9th, 2022.

Please provide detailed answers and additional documentation if necessary, in order to thoroughly answer the questions below. Information provided during negotiations may impact the committee's award choices:

Pricing:

- a. Mason is requesting that you review your labor rates and the discount off of list prices and provide your best available pricing. Please include all direct and indirect costs and provide details. **Updated pricing sheet attached with relationship accommodations.**
- b. In your proposal, you stated the pricing sheet do not include mobilization expenses. You did mention a starting point for discussions:
  - i. Mobilization cost (to and from) site assessment, inspections, training: \$1,200
  - ii. Mobilization cost (to and from) installation (per 2-man crew): \$2,000
  - iii. Daily cost (per day on site, per person): \$250

If travel reimbursement of travel fees/costs/expense are to be billed, your organization must agree to accept to be reimbursed in accordance with Mason's Per diem policies/requirements (GSA per diem rates). **This is agreed and understood.**

- c. If there are any other labor rates, categories, equipment charges, fees, etc. that Mason needs to be aware of, that were not included or mentioned in your proposal, please provide a list of them at this time.
  - i. **Travel time, if utilizing GSA per diem rates for lodging, meals and incidentals, suggested to be billed at 80% of submitted labor rates for on-site labor.**
  - ii. **Mileage, if utilizing GSA per diem rates for lodging, meals and incidentals, suggested to be billed at GSA mileage rate of 58.5 cents per mile per vehicle utilized (adjust to 2023 rates once available).**
  - iii. **Subcontractors and subcontracted equipment, to include lift rentals, when required and carried directly, suggested to be marked up cost plus 15% for O&P.**

Thank you for considering the items above. You may respond to these items either in this word document or by submitting an email that addresses each of these points. Please note that responses to these Negotiation Items will become part of the resulting contract.

If you have any questions about the negotiation items above, please contact the Sr. Buyer as soon as possible to obtain clarification.

Thank you,  
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