

MEMORANDUM

To: All Interested Vendors

From: Wanda Dixon
Procurement Analyst

Date: November 18, 2021

Subject: Addendum No. 1 21-021 First Aid Cabinets and AED Maintenance

Received the following questions during the inquiry period. Responses are below:

Part I. Questions and Answers

- Q1: How many employees approximately work at each site?
A1: See Attachment
- Q2: Are the first aid cabinets for employee use, public use or both?
A2: The first aid cabinets are used by both; however, only accessible by staff.
- Q3: You reference the fact you wanted lot numbers for the product in a database. Are you referring to the AEDs, first aid cabinets or both?
A3: We are referring to the first aid cabinets.
- Q4: Appendix A.1. is labeled Annual AED Inspection, yet the RFP calls for quarterly AED inspections. What price do you want us to list on Appendix A?
A4: Please list quarterly AED inspections.
- Q5: What do you want the pricing for Appendix A.1 to include? The cost of the AED inspections, the cost to replace AED pads, the cost to replace AED batteries, or all of these items?
A5: Pricing should include quarterly AED inspections, semi-annual functionality testing, and costs to replace batteries/pad packs annually (which is currently completed semi-annually on the same schedule as functionality testing. Half of the branches during 1st quarter, and the remaining branches during 3rd quarter.
- Q6: Do you have a list you can provide showing the expiration dates of the AED pads and batteries of the Defibtech Lifeline AEDs and the expiration dates of the Heartsine Samaritan AED pad/battery pack combos?
A6: Not at this time; however expect contractor to take inventory of these items upon being awarded the contract.

Q7: We have a solution for both the disposal of expired first aid products and a mail system for sharps containment. Are there any additional requirements that are needed from the vendor to offer these two services?

A7: No, just need to comply with all Federal and State requirements.

BIDDERS ARE REQUIRED TO ACKNOWLEDGE THE RECEIPT OF THIS MEMORANDUM (ADDENDUM NO. 1) ON THE ACKNOWLEDGEMENT OF ADDENDA FORM IN THE ITB DOCUMENTS.

Attachment

Number of Employees by Location

Location Description	Total
Barnett	15
Canal Winchester	8
Collection Services	25
Driving Park	15
Dublin	39
Franklinton	14
Gahanna	30
Hilliard	46
Hilltop	27
Karl Road	34
Linden	17
Marion Franklin	2
*Main (includes all Admin. Departments)	223
Martin Luther King	13
New Albany	22
Northern Lights	27
Northside	20
Parsons	18
Reynoldsburg	24
Shepard	15
South High	16
Southeast	21
Whetstone	30
Whitehall	18
Grand Total	719