



# 2021 CUSTODIAL CLEANING SERVICES

## ADDENDUM NO. 1

**BIDS DUE: MAY 19, 2021 AT 10:00 AM**

**6555 Shier Rings Road, Dublin, Ohio 43016**

The following changes shall be made a part of the bid documents for this project:

**Questions and Answers:**

**Question #1:** What pages must be returned with the bid?

**Answer:**

- a) CORPORATE AFFIDAVIT – Page 7
- b) DELINQUENT PERSONAL PROPERTY TAX AFFIDAVIT Page 8
- c) BIDDER QUALIFICATION STATEMENT – Separate pages for responses to V.A, V.B and V.C.
- d) BID PROPOSAL FORM AND BID COST SPREADSHEET – Pages 11 and 12 plus spreadsheet (which can be converted to pdf). Bid Proposal Form must be completed and signed.
- e) Signed acknowledge of receipt of any Addendums

**Question #2:** • Page 9, section B “Identify full client history for the last two (2) years,”. Is this truly supposed to be an exhaustive list?

**Answer:** No need for an exhaustive list. We are just looking for examples of relevant experience with the type and size of buildings contained in this bid. We are not looking for long responses to any of the items in Section V. Just focus on relevant items that illustrate your company’s ability to perform at a high level.

**Question #3:** • Considering we could not see all floor type square footages of all three buildings, is a cost per square foot acceptable for strip and wax/carpet cleaning services?

**Answer:** We consider floor care to be part of the normal duties of the on-site staff under the category of project work. Our on-site Quality Control Manager (Jane) will oversee this work. If we do decide to bring in specialized floor care, we will likely seek quotes from at least three vendors including the successful vendor if they provide this service.

**Question #4:** • Does the vehicle we provide 100% need to stay on the grounds? If, for instance, we could provide a cost savings by utilizing a personal vehicle, would that be acceptable?

**Answer:** A vehicle suitable for transporting a least 15 large trash/recycling bags needs to be onsite while staff is on site, seven days per week. It does not have to be on site when your staff is not on site. If the vehicle is not owned/leased by your company, our Legal/Risk Management group may require some form of written assurance that the owner

of the vehicle approves the use of hi/he vehicle for this purpose and that the City of Dublin is indemnified against any and all claims related to the vehicle while it is on City property.

**Question #5:** Does "Routine Cleaning" include Disinfecting/Sanitizing Services? At what frequency and at what specific locations is Contractor to provide Disinfection Cleaning?

- Classrooms - Surface & Touchpoint Sanitizing. At what frequency?
- RR Areas - Sanitize Baby Changing Station. At what frequency?
- Common Areas - Surface & Touchpoint
- Disinfect Handrails. At what frequency?

**Answer:** Yes. Cleaning and disinfecting is performed nightly in restrooms, locker rooms (including showers) and breakrooms. The kitchen and classrooms are cleaned and disinfected if used that day. The running track handrails are wiped down nightly with a cleaner/disinfectant

**Question #6:** Are the Disinfectants provided by Customer EPA/CDC Approved

**Answer:** Yes. A list of the cleaning chemicals that the City utilizes is shown in Appendix A: Technical Specifications, Section 18.

**Question #7:** Is project work and periodic work hours to be in addition to the scheduled weekly cleaning hours? Or, is this work to be included as part of the daily scheduled hours and performed by the regular staff? If it is separate, where is this to be accounted for in the pricing workbook? When is project work and periodic work to be performed? Weekdays/Weekends?

**Answer:** As with our City Custodial staff, Project/Periodic (monthly, quarterly, semi-annual) work shall be issued at the beginning of each month in the form of work orders. These work orders will be given to the Lead Supervisor who will then schedule and perform the work at their discretion within the time period. Once completed, the work orders are returned to the Quality Control Manager, who will close out the work order in our work order system (Cityworks).

**Question #8:** There is an inspection report and frequency schedule for day porter staff at the development Building and the Annex. When is day staff required at this location? How many hours per day?

**Answer:** Any reference to day porters in the inspection report or work plans applies only to the City's day porter staff and is not part of this bid.

**Question #9:** On page 24- a detailed work schedule is outlined under the heading: Dublin Work schedules-GFB Evenings. Is this specific to the Annex location? Please explain

**Answer:** Disregard this page as it applies to the City's second shift custodial staff who work a 4:00 p.m. to 12:00 a.m. schedule.

**Question #10:** Please specifically define scope for term used throughout Appendix B: "Routine Cleaning"

**Answer:** Routine cleaning refers to tasks that are expected to be performed daily such as picking up trash, emptying trash/recycling containers, cleaning handprints and smudges, sweeping/vacuuuming floors, and disinfecting in areas described

**Question #11:** High Dusting is referenced in several areas including High Dusting/Rafters & Beams in the Gymnasium; Theatre and Fan blades in the Pool Area. Is lift equipment supplied by the City? Is lift training done by the city?

**Answer:** The high dusting performed under this bid involves the use of swiffers with extended wands and the extended wand attached to a Kaivac machine. High dusting that requires a lift is performed by a different contractor during Shutdown.

**Question #12:** Is the contractor required to work the exact schedule provided at each site or are we able to have more bodies with shorter shift times?

**Answer:** No. The contractor can propose the schedule, staffing and shift hours that it feels works best. However, we will examine the proposed staffing plan very carefully to determine if it is realistic.



**Other Item:**

Please find attached a corrected Appendix H with the correct Bid Results from 2016.

Pre-Bid Conference Sign-in Sheet

**Addendum Approved By:**

DocuSigned by:  
*Brian K. Ashford*  
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5/17/2021

\_\_\_\_\_  
Brian K. Ashford  
Director of Facilities

\_\_\_\_\_  
Date

\* \* \* \* \*

**Terminus for Addendum No. 1**

**Certification by Bidder**

Bidder shall sign and date one copy of this Addendum No. 1 and submit with his proposal as evidence of receipt and evaluation of same in his bid analysis.

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Company:** \_\_\_\_\_





<b>Project Name: Dublin Recreation Center Cleaning RFP 16-006.0-FAC</b>
<b>Bid Opening Date and Time: November 17, 2016</b>

Bidder	Bid as Read
Bidder 1	\$264,624.00
Bidder 2	\$212,760.00
Bidder 3	\$231,422.26
Bidder 4	\$271,077.48
<b>Bidder 5*</b>	<b>\$218,423.12</b>
* <a href="#">Selected Bid</a>	

Bid Opened by: Brian K. Ashford Recorded by: Helen S. George

Comments: There was one addendum. Bid packages will be reviewed and interviews will be scheduled with the lowest and best bidders. This will be the 2017 Cleaning Services using 2017 funding.

## PRE-BID SIGN-IN SHEET

Project:	Dublin Custodial Cleaning Services	Date: 05-12-2021	
NAME:	COMPANY:	PHONE:	EMAIL:
Bill Ash	JSI - Janitorial Services, Inc.	216-341-8601 - Office 440-821-1779 - Cell	<a href="mailto:bash@jsijanitorial.com">bash@jsijanitorial.com</a>
Craig Daniels	CW	614-755-6580 - Office 614-832-1974 - Cell	<a href="mailto:cdaniels@gocitywide.com">cdaniels@gocitywide.com</a>
Karee Furey	CW	614-755-6580 - Office EXT 404 614-813-4078 - Cell	<a href="mailto:kfurey@gocitywide.com">kfurey@gocitywide.com</a>
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Corey Wemmer	Atalian	614-400-8492	<a href="mailto:corey.wemmer@atalianworld.us">corey.wemmer@atalianworld.us</a>
Fred Feliciano	LGC Global FM	313-483-3906 - Office 313-725-0769 - Cell	<a href="mailto:fred.feliciano@lgccorp.com">fred.feliciano@lgccorp.com</a>
Adam Journic	Coverall	614-766-8040 - Office 614-357-8424 - Cell	<a href="mailto:Adam.Journic@coverall.com">Adam.Journic@coverall.com</a>
Kris Soja	GSE - Golden Standard Enterprises, Inc.	440-506-7791 - Office	<a href="mailto:kris@gsecleaning.com">kris@gsecleaning.com</a>
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Jamie Childers	Corvus Janitorial	614-991-0904 - Office 614-743-4256 - Cell	<a href="mailto:jchilders@corvusjanitorial.com">jchilders@corvusjanitorial.com</a>
Bob Swan	MACC	614--204-7825	<a href="mailto:bob@macc.net">bob@macc.net</a>
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Jamie Tinchler	Interstate	215-675-8500 - Office 513-917-1181	<a href="mailto:halljamie761@gmail.com">halljamie761@gmail.com</a>
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