



Ed Hassinger, District Engineer

**ADDENDUM 002
REQUEST FOR QUOTATION
SL13-005-R7 Janitorial Service – TMC**

Bidders shall acknowledge receipt of Addendum 002 (TWO) by signing and including it with original bid. The due date for receipt of this bid **does change** by this Addendum. Accordingly, the following clarifications, additions/deletions, questions and answers are believed to be of general interest to all potential bidders. All other terms and conditions remain unchanged and in full force.

Name and Title of Signer (Print or type)	Name and Title of Department Authority Stephanie Austin Rashid Sr. General Services Technician
Bidder Signature	Department of Transportation <i>Stephanie Austin Rashid</i> Authorizing Signature
Signature of person authorized to sign	Authorizing Signature
Date Signed:	Date Signed: July 3, 2012

Closing Date is extended to Thursday July 12, 2012 at 1:00 pm central time.

QUESTIONS AND ANSWERS

- There is a monthly requirement for dusting all vertical surfaces of office furniture and equipment. Does this include computers, computer keyboards, and computer monitors?
Answer: No, computers are not included due to static issues and potential scratching the monitors.
- Would computer screens on video wall need dusting?
Answer: No. This is completed by the Preventative Maintenance contract with the video wall vendor.
- Clarification on (furniture) chair cleaning: What is the chair count for the building? Bid has to brush and spot clean fabric furniture monthly. Should this be quarterly? Should chairs be extracted or just spot cleaned?
Answer: Chair count is approximately 250 (120 stacking chairs with padding on back and bottom, 130 office style chairs). Chairs should be extracted. Quarterly is sufficient for extracting the chairs.
- Should contractor be responsible for blinds above 9'?

Answer: Yes.

5. Should contractor be responsible for beams above 9'?

Answer: Yes.

6. St. Louis County police Room 214 will not need cleaning per Allen Lane, Facilities Supervisor. Is this room included in the square footage?

Answer: Yes, it should be included.

7. Are the floors under the carpet in the video room required to be cleaned?

Answer: Yes, need to hepavacuum under the raised flooring system. This requirement is changed from a daily requirement to a semi-annual requirement. (Sec 2.8.1b – 17)

8. In section 2.10.1 Working Supervisor, What is the time-frame for the 40 hr requirement?

Answer: It is good for the supervisor to be around during same working hours as workers, 3:00 pm. to 12:00am.

9. Who is responsible for recycling bins?

Answer: MoDOT Facilities handles. Janitorial contractor is not responsible for recycling bins.

10. How many stairwells do you have?

Answer: 2, West and East stairwells. There is also a staircase in the lobby leading up to the 2nd floor.

11. Is cleaning exterior glass a requirement?

Answer: Exterior glass on entrance door glass is a daily requirement. Please see section 2.8.1b – 6

12. Clarification: The following should be added to Sec 2.8.1.b. – 17 a: **Top of floor should be dry mopped/lightly damp mopped.**

13. The following should be added to 2.8.1b. as a daily requirement: **The tops of the outdoor sidewalk lighting will need cleaning (12 total).**

14. Who currently has the contract? What is current pricing?

ISS World/ISS Facility Services formerly known as BG Service Solutions has contract and current pricing (4th renewal period) is \$0.18 per square foot.

Original Contract Period	\$0.168 per square foot
1 st Renewal Period	\$0.168 per square foot
2 nd Renewal Period	\$0.171 per square foot
3 rd Renewal Period	\$0.176 per square foot

15. Additional info:

Room 121 (Back room of computer room) is 306 sq ft

Room 118 (Computer Room) is 936 sq ft

Behind Video Wall is 517 sq ft

Room 116 (Video Room) is 1692 sq ft

THIS PAGE MUST BE SIGNED AND RETURNED WITH ORIGINAL RFB.