

Missouri Department of Transportation

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ADDENDUM 002 REQUEST FOR PROPOSAL

SL15-002-R7 Janitorial Services – District Office & Barrett Station

Offerors shall acknowledge receipt of Addendum 002 (TWO) by signing and including it with original proposal. The due date for receipt of this proposal **does not change** by this Addendum. Accordingly, the following clarifications, additions/deletions, questions and answers are believed to be of general interest to all potential offerors. 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, CPPB General Services Specialist
Bidder Signature <div>Signature of person authorized to sign</div>	Department of Transportation <div>Authorizing Signature</div> <i>Stephanie Austin Rashid</i>
Date Signed:	Date Signed: June 30, 2014

QUESTION

On 2.8.1 Daily Requirement Number 11, is contractor required to sweep outside of District Garage, Building E at the entrance by the fuel pumps?

ANSWER

Yes, but only perimeter outside of the door. Contractor does not need to clean fuel island area.

QUESTION

Do we have to pick up trash in large barrels in the Signals & Lighting building?

ANSWER

No, only empty trash from offices.

QUESTION

Do stairs at Striping need to be swept and mopped?

ANSWER

Yes, they need to be swept and mopped daily, but area upstairs does not need to be cleaned.

THIS PAGE MUST BE SIGNED AND RETURNED WITH ORIGINAL RFP.



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delights our customers and promotes a prosperous Missouri.*

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QUESTION

What about stairs at Garage and Signals & Lighting?

ANSWER

Yes, both must be swept and mopped daily.

QUESTION

Does Signal Lab & Bench rooms get swept and mopped?

ANSWER

Yes, these rooms should be swept and mopped weekly.

QUESTION

In reference to the addendum 001 adding the additional site to be cleaned...do you want this as a separate price from the original RFP and list that on the bottom of the addendum for the Chesterfield Service Station?

ANSWER

Yes.

QUESTION

On the addendum asking for the hourly price...are you wanting the price per square foot to include supplies? Normally the hourly rate we would provide would only be the loaded rate to include taxes but would not take into consideration the supplies and equipment.

ANSWER

We need the hourly cost to include supplies. We don't want pricing listed in psf.

QUESTION

Can you provide the number of employees for all the locations that fall under the RFP SL15-002-R7?

ANSWER

Please reference Section 1.2.3 on Page 5. There are 30 employees at the Chesterfield Service Station/Motorist Assist Location (1 woman + 29 men).

QUESTION

I noticed on page 38 of 39 a form for a bid bond but I did not see any language in the RFP as to the amount needed. Is the Bid Bond required? If so, what is the percentage needed?

ANSWER

Yes. Reference Section (4)(A), Number 5, Page 26 & 27.

QUESTION

Page 15 of 39...Security Clearance...does the awarded vendor need to provide a national background check and a background check for MO?

ANSWER

Yes, for each employee cleaning the buildings. Reference Section 2.10.5 on Page 15.

QUESTION

Page 27 of 39 please clarify under (B) #4 and the requirement of the description needed for the scope of work and how it will be performed. Is MODOT needing vendors to respond to the specific Article sections 2.8.1, 2.8.2, 2.8.3, 2.8.4, 2.8.5, 2.8.6, 2.9.1, 2.9.3, and 2.9.4 and respond to not only the specific sections along with responses to all items listed under each of those sections?

ANSWER

This is entirely up to the Offeror. The method listed on Page 27 & 28 is the recommended method. As listed on Page 27, (B), number 4b: "The method by which the proposed method of performance is written if left to the discretion of the Offeror."

CLARIFICATION AND CHANGES

- 1) Cleaning time has changed to between hours of 2:00 p.m. and 11:00 p.m. for both the District Office and Barrett Station Operations Complex.
- 2) **CLEANING REQUIREMENTS FOR SECURED AREAS IN APPLICABLE BUILDINGS**
 - a) The IS Department, Risk Management Office, Insurance & Payroll Office, Motor Carrier Services Office, Audits & Investigations, Administrative Offices, and specific Computer areas at the District Office must be cleaned between the hours of 2:00 p.m. and 4:00 p.m. daily. Only the Contractor's Supervisor and one (1) other employee will be given access in order to clean these areas. The District Lab should be cleaned after areas above are cleaned.
 - b) Four (4) supervisor's offices in Signals & Lighting Building, One (1) Supervisor's office in District Garage, and One (1) Supervisor's office in Signing & Striping must be cleaned between the hours of 2:00 p.m. and 4:00 p.m. daily. Only the Contractor's Supervisor and one (1) other employee will be given access in order to clean these areas. In Signals and Lighting Building, supervisor's offices, exterior doors, and other locked areas must be secured before leaving.
- 3) **CHANGE IN SQUARE FOOTAGE**

3,460 s.f. of carpet in restricted areas at District Office is added back into the total square feet. All carpets must be vacuumed daily. Total Square Footage: Approximately 65,325 square feet