



CITY OF SUFFOLK

P.O. BOX 1858, SUFFOLK, VA, 23439-1858, T: (757) 514-7520; FAX (757) 514-7524

ADDENDUM NO. 2

City of Suffolk
IFB #18105-JS
June 12, 2018

Purchasing Division
442 Market Street, Room 1086
Suffolk, VA 23434-5237
Phone: (757) 514-7520 / Fax: (757) 514-7524
<http://www.suffolkva.us/purchasing>

The Invitation for Bid (IFB) for IFB 18105-JS for Custodial Services for the Department of Capital Projects has been amended.

All bid submittals shall conform to this Addendum. Bidders are responsible for familiarizing themselves with the modifications and the effect they may have on the scope of work.

REVISIONS TO IFB

Page 5, Building Specifications

Public Works Operations Complex – square footage is approximately 25,000

Page 35, Bid Form

Delete and replace with the attached revised bid form.

The following questions and answers are incorporated in the bid:

Q1: For buffing and waxing floors, does this include stripping?

A1: No, this does not include stripping. If stripping is required, a separate price will be negotiated.

Q2: Do the floors in Fleet Maintenance need to be waxed and buffed?

A2: No. A good sweep and mopping will be sufficient.

Q2: What are the current rates for the buildings?

A2: The weekly rates are as follows:

City Hall building – \$112.67
Fleet Maintenance – \$308.25
Former HR building – \$200.00
Public Utilities Operations Center – \$1400.00
Public Works Operations Center – \$550.00
Fire Station # 6 – \$712.50
Health and Human Services building – \$565.84
North Suffolk Library - \$144.08

Q3: Is the square footage for the Health and Human Services building correct?

A3: Yes, it is correct.

Contract Officer:


Jay Smigielski, Purchasing Agent,

All other specifications, provisions, terms and conditions are unchanged.

Bidder shall acknowledge receipt of addendum on Bid Form. Failure to do so may result in disqualification of bid.

If you have any questions regarding this Addendum, please contact Jay Smigielski, Purchasing Agent at jsmigielski@suffolkva.us

BID FORM

TO: City of Suffolk, VA
Purchasing Division
442 W. Washington Street, Room 1086
Suffolk, VA 23434

BID: Custodial Services

DUE: June 20, 2015

TIME: 3:00 p.m., Local

_____ (Company) agrees to furnish all labor, equipment, and supplies to provide Custodial Services for City of Suffolk owned and/or operated facilities in accordance with specifications and conditions herein.

Annual amounts will be based on 52 weeks a year.

Bid Item No.	Location	Service	Frequency	Weekly Rate	Annual Rate (Weekly rate x 52)
1	City Hall Building	Buffing Floors	1 day/week	\$	\$
2	Fleet Maintenance	Full Service Cleaning	1 day/week	\$	\$
3	Former HR Building	Full Service Cleaning	2 days/week	\$	\$
4	Public Utilities Operations Center	Full Service Cleaning	2 days/week	\$	\$
5	Public Works Operations Center	Full Service Cleaning	3 days/week	\$	\$
6	Fire Station # 6	Full Service Cleaning	5 days/week	\$	\$
7	Health and Human Services Building	Full Service Cleaning	5 days/week	\$	\$
8	North Suffolk Library	Full Service Cleaning	5 days/week	\$	\$

Total Annual Bid Amount

\$ _____

Award will be determined based on Total Annual Bid Amount

Bidder shall submit with his/her BID FORM a complete list of materials Contractor proposes to supply in the performance of this contract, to include type, manufacturer, brand name, and manufacturer's number, etc. Contractor shall be required to submit and keep current