



CITY OF SUFFOLK

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

ADDENDUM NO. 1

IFB #21127-JS

May 28, 2021

Purchasing Division

442 W. Washington Street, Room 1086

Suffolk, VA 23434-5237

Phone: (757) 514-7520 / Fax: (757) 514-7524

<http://www.suffolkva.us/739/Purchasing-Division>


The Invitation for Bid (IFB) for IFB 21127-JS for the Custodial Services for City Facilities has been amended. The following information and questions and answers are hereby made a part of the Contract Documents for IFB 21127-JS as fully and completely as if the same were fully set forth therein:

Q1: Please provide the award amount from the current contract holder.

A1: See Attachment

Please note there is a mandatory pre-bid meeting and site visits on June 9, 2021 at 9:00 at the Suffolk City Hall.

Contract Officer:


Jay Smigielski, Purchasing Agent

All other specifications, provisions, terms and conditions of the IFB are unchanged. Acknowledgement of this addendum is required in the bid.

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

Attachment (2 pages)

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

TSC Sanitorial Inc. (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	\$ 91.71	\$ 4,769.00
2	Fleet Maintenance	Full Service Cleaning	1 day/week	\$ 45.27	\$ 2,354.00
3	Former HR Building	Full Service Cleaning	2 days/week	\$ 73.27	\$ 3,808.00
4	Public Utilities Operations Center	Full Service Cleaning	2 days/week	\$ 182.19	\$ 9,474.00
5	Public Works Operations Center	Full Service Cleaning	3 days/week	\$ 433.85	\$ 22,560.00
6	Fire Station # 6	Full Service Cleaning	5 days/week	\$ 157.12	\$ 8,170.00
7	Health and Human Services Building	Full Service Cleaning	5 days/week	\$ 718.27	\$ 37,350.00
8	North Suffolk Library	Full Service Cleaning	5 days/week	\$ 202.12	\$ 10,510.00

Total Annual Bid Amount \$ 98,995.00

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

REFERENCES

Indicate below a listing of at least three (3) recent references for whom you have provided similar services. Include the date that services were furnished and the name, address, and phone number of the person we have your permission to contact. **Commercial references only.**

<u>Client/Address</u>	<u>Date</u>	<u>Contact Person</u>	<u>Phone No.</u>
1) _____ _____ _____	_____	_____	_____
2) <u>Acad</u>	<u>See</u>	<u>Attachment</u>	_____
3) _____ _____ _____	_____	_____	_____

Payment Terms/Discounts _____ (Suffolk's payment schedule: items accepted and invoiced by 10th of month will be paid month end. Cash discounts offered for less than 30 days from receipt of proper invoice will not be considered in award.)

Bidder has included the following with his BID FORM (please check ✓):

- "Anti-collusion/Nondiscrimination/Drug Free Workplace" clause
- Proof of Authority to Transact Business in Virginia form
- Signature Sheet

Bidder has examined copies of all the Bid Documents including the following Addenda:

<u>Date</u>	<u>Number</u>
<u>May 24 2018</u>	<u>Addendum NO 1</u>
<u>JUNE 17, 2018</u>	<u>Addendum NO 2</u>
<u>MAY 24, 2018</u>	<u>Sign in Sheet</u>
<u>JUNE, 15 2018</u>	<u>Addendum NO 3</u>

I will accept payment by means of the City's Purchasing Card. Yes No

I will accept electronic transfer of funds as payment. Yes No