



LAKE COUNTY

FLORIDA

OFFICE OF PROCUREMENT SERVICES
315 WEST MAIN STREET, SUITE 441
PO BOX 7800
TAVARES FL 32778-7800

PHONE: (352) 343-9839
FAX: 352) 343-9473

RFP Title: Janitorial Services for Lake County Facilities
RFP No. 17-0420
Addendum No. 1
Date: November 16, 2016

It is the vendor's responsibility to ensure their receipt of all addenda, and to clearly acknowledge all addenda within their initial bid or proposal response. Acknowledgement may be confirmed either by inclusion of a signed copy of this addendum with their response by completion and return of the addendum acknowledgement section of the solicitation. Failure to acknowledge each addendum may prevent the bid or proposal from being considered for award.

This addendum changes the date for receipt of proposals to January 10, 2017.

Changes to the original RFP:

Change Section 1.4 to the following:

Secure Site Visit: Mandatory site visits will be held on the below dates and times for the noted facilities. Vendors shall meet at the location noted, then travel to all locations within this group. In order to be considered for award, vendors are required to attend all secure site visits during each site visit date and times. No exceptions will be made to this requirement.

December 6th, 2016, 10:00 AM – meet inside front door of County Administration Building (CAB),
315 W. Main Street, Tavares, Florida

County Administration Building (CAB) including the Elections Office
Historic Courthouse
320 W. Main (Tax Collector/Prop Appraiser)
Public Defenders Office

December 8th, 2016 2:00 PM – meet inside front door of Courthouse before security
guards/screening, 550 W. Main Street, Tavares, Florida

Courthouse - Vendors shall be aware that there is security at the entrance to this building to include metal detector screening.
Courthouse Expansion
Emergency Communications and Operations Center (ECOC)
Property Record

December 13th, 2016 10:00 AM – meet at Scalehouse, 13130 County Landfill Road, Tavares, Florida

Scalehouse
Environmental Services Administration
WMFO
Environmental Lab
Fuel Station
Haz-mat Trailer
Road Operations Center

December 15, 2016 10:00 AM – meet at Traffic Operations Annex, 28127 CR 561, Astatula, Florida
Traffic Operations Annex
Election Support Center
Clerk's Auditor's Office

No questions will be answered during the mandatory site visits. All questions should be submitted in writing to srogers@lakecountyfl.gov as stated in Section 1.2 of the RFP.

All other buildings: Completion of the site visit certification in the pricing section of this Invitation to Bid will serve as confirmation that the bidder has inspected the sites and shall present no claim arising from site conditions. Failure to provide a completed certification with the initial bid response may serve as cause for a vendor's bid to be rejected as non-responsive.

Prior to submitting its offer, the vendor is required to visit the sites of the proposed work and to become familiar with any conditions which may in any manner affect the work to be done or affect the equipment, materials and labor required. The vendor is also required to examine carefully the specifications and be thoroughly aware regarding any and all conditions and requirements that may in any manner affect the work to be performed under the contract. No additional allowances will be made because of lack of knowledge of these conditions.

Add to the original RFP:

Add to Section 2, Statement of Work, 10, Equipment:

- All vacuum cleaners used for this contract shall be certified by the Carpet and Rug Institute's Seal of Approval vacuum program. Verification of approval, make, model, and type of vacuum shall be provided with the RFP.

Questions and Answers:

Question 1: Who is providing the current janitorial services and how long have they been providing their service?

Answer 1: American Janitorial, Inc. has been under contract with Lake County since September 1, 2011.

Question 2: Has there been any changes from the current contract to the new RFP out for bid?

Answer 2: Yes, there has been substantial changes. See original RFP and Addendum 1 at the link below:
http://www.lakecountyfl.gov/departments/fiscal_and_administrative_services/procurement_services/bid_details.aspx?bid_number=11-0216

Question 3: What is the current contract price?

Answer 3: See contract and contract pricing by clicking on link:
http://www.lakecountyfl.gov/procurementdocuments/term-supply_contracts/11-0216.pdf

Question 4: What is the minimum years of experience required in order to submit a bid?

Answer 4: Award will be made as stated in Section 1.3. Vendor should submit complete response as stated in Section 1.11.2.

Question 5: Can you provide us with the bid tab sheet from the last bid opening?

Answer 5: See link: http://www.lakecountyfl.gov/ProcurementDocuments/11-0216_PricingTabulation.pdf

Question 6: Who is responsible for furnishing paper products, hand soaps and trash can liner?

Answer 6: See Section 2, Statement of Work, #9, Supplies.

Question 7: What is the primary scope and alternative scope cost per visit on pricing section of the bid specs?

Answer 7: See Section 2, Statement of Work.

Firm Name: _____ Date: _____

Signature: _____ Title: _____

Typed/Printed Name: _____