



ADDENDUM NO. 1

Date: March 2, 2023

Bid Date: March 14, 2023
at 3:00 P.M. (Local Time)

Bid Name Open/Close Parks, Clean Restrooms

Bid No.: PRCA-230030-WB

NOTE: This Addendum has been issued only to the holders of record of the specifications.

The original Specifications remain in full force and effect except as revised by the following changes which shall take precedence over anything to the contrary:

1. Any questions shall be submitted in writing to the City of Gainesville Purchasing Division by 3:00 p.m. (local time), on March 7, 2023. Questions may be submitted as follows:
Email: byrnewm@cityofgainesville.org
2. Please find attached:
 - a) Copy of the code of silence information (Financial Procedures Manual Section 41-524 Prohibition of Lobbying in Procurement Matters)) distributed during mandatory pre-bid meeting.
 - b) Copy of the Pre-Bid sign-in sheet for your information.
3. Wendy Byrne, Procurement Division, discussed bid requirements.
 - a. Sign-in Sheet is circulating.
 - i. Submitted bid to match business name as signed in at pre-bid.
 - b. Bid response must be uploaded into DemandStar no later than 3:00 p.m. on March 14, 2023. Any bids received after 3:00 p.m. on that date will not be accepted.
 - c. Send questions in writing to Wendy Byrne via email: byrnewm@cityofgainesville.org.
 - i. All communication through Wendy Byrne or other Procurement Staff only. Do not communicate with other City staff.
 - d. Various forms (i.e. cover page, bid form, other required documents) are to be completed and returned with your bid.
 - i. Sign, date and return all Addenda.
4. John Weber, Park Operations Manager, discussed the project scope
 - a. Details of required services per site provided in Bid Document
 - b. Services are to be provided 365 days per year; no off days unless site is officially closed by City.
 - c. Suppliers can bid on individual sites, multiple sites, entire quadrant/s, or entire scope of locations
 - d. City will provide hygiene products; contactor will need to track usage using City-provided form. Contactor will be responsible for providing all other required products (toilet paper, cleaning products, cleaning equipment, etc.)

- e. City has the right to add/subtract sites from awarded scope at any time; contractors will be notified in advance.
- f. Ironwood Golf Course will provide toilet paper, as it is specific to the dispensers.
- g. Bo Diddley Plaza is the only site that requires twice a day cleaning.

The following are answers/clarifications to questions received at the pre-bid conference:

- 5. Question: How are you going to evaluate? Will it matter if I bid a single area instead of an entire quadrant?
Answer: Bids will be evaluated on a site by site basis. Your bid will be evaluated on the rates for the sites that you choose to bid on, not whether you bid on an entire quadrant or just one or two sites.
- 6. Question: So, this contract could be awarded to more than one vendor?
Answer: Yes, correct.
- 7. Question: If a vendor's services are stopped at a site because of construction or maintenance work going on, does that mean we won't get paid?
Answer: You will be given notice in advance of any planned closure, and your invoicing will stop as of that date. Normally these situations are a temporary suspension of services, not a cancellation. We will notify you as to when you should resume services.
- 8. Question: Is there a budget for this?
Answer: The total budget for all parks and sites is \$125,000; there is not a specific budget per site.
- 9. Question: Will this contract be the same as the previous contract, or have there been things added?
Answer: There have been some changes; we've added Depot Park to the scope this year as well as Ironwood Golf Course; there have also been some changes in the scope of work per site.
- 10. Question: The work you've described sounds like it's within the restroom; what about the surrounding areas?
Answer: Within the bid document the scope of work is described individually for each site.
- 11. Question: Will the supplier be responsible for providing trash bags/liners?
Answer: Yes, suppliers will need to provide those.
- 12. Question: How many sites are there?
Answer: There are about 28, but you do not have to bid on all of them. You can bid on one site, multiple sites, an entire region/quadrant, or the entire scope.
- 13. Question: Are there any sites that we would need special access to in order to do a site visit on our own?
Answer: No, you can visit any of the sites during their operating hours, which are listed in the bid document.
- 14. Question: Is there a length of time the contractor will need to have been in business?
Answer: Yes, at least one year.

ACKNOWLEDGMENT: Each Proposer shall acknowledge receipt of this Addendum No. 1 by his or her signature below, **and a copy of this Addendum to be returned with proposal.**

CERTIFICATION BY PROPOSER

The undersigned acknowledges receipt of this Addendum No. 1 and the Proposal submitted is in accordance with information, instructions, and stipulations set forth herein.

PROPOSER: _____

BY: _____

DATE: _____

CITY OF _____ FINANCIAL SERVICES GAINESVILLE PROCEDURES MANUAL

41-524 Prohibition of Lobbying in Procurement Matters

Except as expressly set forth in Resolution 170116, Section 9, during the Cone of Silence as defined herein no person may lobby, on behalf of a competing party in a particular procurement process, City Officials or employees, except the Procurement Division or the procurement designated staff contact person. Violation of this provision shall result in disqualification of the party on whose behalf the lobbying occurred.

Cone of Silence period means the period between the issue date which allows for immediate submittals to the City of Gainesville Procurement Division in response to an invitation to bid, or a request for proposal, or qualifications, or information, or an invitation to negotiate, as applicable, and the time that City Officials or the Procurement Division, or City Department awards the contract.

Lobbying means when a person seeks to influence or attempt to influence City Officials or employees with respect to a decision of the City, except as authorized by procurement procedures.

CITY OF GAINESVILLE
GENERAL GOVERNMENT PROCUREMENT DIVISION
NON-MANDATORY PRE-BID/SITE VISIT MEETING

Open/Close Parks, Clean Restrooms

DATE: February 28, 2023 at 11:00 am Local Time

ITB #PRCA-230030-WB

DUE DATE: March 14, 2023 at 3:00PM


YOUR COMPANY'S NAME, ADDRESS &
PHONE NUMBER (SCSI)

YOUR SIGNATURE, PRINTED NAME, &
EMAIL ADDRESS

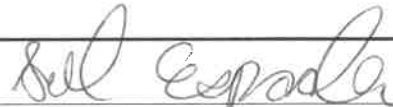
1) Southern Cleaning Service Inc.
11482 Columbia Park Dr. W
Jacksonville FL 32256
PHONE # (352) 647-7087


Samantha Starozzi
E-MAIL: sstarozzi@scsi.one.com


2) Gator Dust Busters LLC
1222 SE 19 ST
Gainesville FL 32608
PHONE # (352) 441-6370


Vicki Brown
E-MAIL:


3) JXA Cleaning Services LLC
9200 NW 31th Ave Suite 130
Gainesville FL 32606
PHONE # 352 665-7082


Sol Espada
E-MAIL: Info@joxcleaningservices.com

4) ~~Betty Heavily Cleaning Service~~
~~1024 S.E. 205T~~
~~Gainesville FL~~
PHONE # (352) 777-1606


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