



THE CITY OF DAYTONA BEACH
OFFICE OF THE PURCHASING AGENT

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ADDENDUM NO. 3

DATE: August 16, 2018

PROJECT: ITB 0118-2390
**CUSTODIAL SERVICES FOR PEABODY AUDITORIUM,
OCEANFRONT BANDSHELL, OCEANFRONT PARK & OTHER
ENTERTAINMENT VENUES**

OPENING DATE: August 27, 2018

This addendum is hereby incorporated into the Request for Proposal for the project referenced above. The following items are clarifications, corrections, additions, deletions and/or revisions to and shall take precedence over the original documents. Additions are indicated by underlining, deletions are indicated by ~~strike through~~.

1. Questions and Answers:

Q1: Referencing addendum No. 1, Q1

"Anytime the City reaches a cumulative annual total of \$25,000. Or more a commodity or service must be competitively bid." Can you define the time frame and or number of times the current vendor was utilized to reach that threshold?

A1: The current vendor has reach that threshold over the past two years because of additional venues and events that required custodial services.

Referencing addendum No. 1, Q 4 & Q5

Q2: *"This is the first time this is being competitively bid. Current provider just submitted invoices by lump sum on a per event basis: "There has never been any data on an hourly basis."* Our company provides services to hundreds of events each year and while we have no problem responding on an hourly basis that methodology is quite atypical; is there a reason the City is seeking those services, restricted by hours as opposed to service levels?

A2: Based on the level of attendance, type of event and concession sales can cause a variance in the number of vendor's staff and time required to restore the venue to a clean, safe, and sanitary condition.

Q3: While not clearly defined by the solicitation it appears that the awarded service provider is not used for all events at the venues and locations defined by this solicitation. Can you define or otherwise outline the thinking the City and/or its operations staff utilizes when determining if the awarded vendor will be used; i.e. ticket sales, attendance, nomenclature of the event, etc.

A3: This is determined by the hours needed to get ready for the next event and if city resources can be used during normal work schedule to restore the venue for it next event.

Q4: While the solicitation outlines invoicing procedures prior to payment being rendered to the awarded contractor can you define the “terms of payment” utilized by the City in compensating contractors? i.e. net thirty, etc? Is it permissible to submit a proposal that offers to the City a discount for prompter payment (i.e. 2% 10 etc.).

A4: A proposal may include this discount for consideration, but all service provider are required to give the city net 30 days for payment.

Q5: Finally as it relates to references; ALL of our references are exactly that and in the spirit of comparing apples with apples – must references submitted be the “direct work product of the proposer” or are they allowed to offer references of work done by franchisees, subsidiary companies, et. al.?

A5: Direct work

2. All other terms and conditions remain the same.

Proposers shall acknowledge receipt of this addendum on the proper page of the bid submittal.

The City of Daytona Beach

Kirk Zimmerman, CPPB
Buyer

Remember to register with the City of Daytona Beach at www.vendorregistry.com to be notified of future bid opportunities with the City. As of 9-30-18 we will no longer be using our current system.