

Addendum 3

City of Canton, Ohio
Purchasing Department
218 Cleveland Ave. SW, 4th floor
Canton, Ohio 44702

Custodial Cleaning Services for Various City Buildings

Item/Project

Building Maintenance Department

Responsible Department

Tuesday, January 23, 2024 on or before 2:00 PM local time

Bids Due

Bid Proposal Submitted By:

Company Name

Street Address

City

State

Zip

Contact Person

Phone No.

Email Address

Note:

Please be advised that the bid opening for the Custodial Cleaning Services for Various City Buildings has been postponed until Tuesday, January 23, 2024 at 2:00pm.

Question 1:

Section 3.2.6 Says that services shall be provided for the Police Training Academy 2 days per week. It also states 5 days per week on page 40.

Answer:

The Police Training Academy is to be cleaned two (2) days per week. An updated proposal page is included below. This proposal page will replace the original one in the Invitation to Bid packet. Please use this to prepare your bid pricing.

Question 2:

On page 40, to Reduce the Costs by having a Centralized Trash Can. It does not state how many Trash Cans they have currently at the Police Department.

Answer:

The amount of trash cans currently in each department was not provided. As far as centralized trash cans, there would be 20 centralized trash cans at City Hall. The 20 cans does include the Police Department located in City Hall.

Section VI: Proposal and Signature Pages

Proposal Page

Custodial Cleaning Services for Various City Buildings

We (I), the below signed hereby propose to furnish the following article(s) and/or service(s) at the price(s) and terms stated subject to all instructions, conditions, specifications, and all attachments hereto. We (I) have read all attachments including the specifications and fully understand what is required.

Base Bid Price 1: All costs associated with providing the custodial cleaning services shall be included in the stated prices and be the total for each location listed in the bid:

****THE BASE BID PRICE IN THIS SECTION SHALL BE FOR THE INITIAL ONE-YEAR CONTRACT TERM****

<u>Custodial Cleaning Services for Initial One Year Contract</u>	<u>Days Cleaned per Week</u>	<u># of Staff Provided at Each Location</u>	<u>Total Cost per Month</u>	<u>Cost per Hour for Extras (special events/emergencies)</u>	<u>Total Cost per Year</u>
Canton City Hall, Excluding Police Department	5	_____	\$ _____ per month	\$ _____ per month	\$ _____ per year
Police Department at City Hall	7	_____	\$ _____ per month	\$ _____ per month	\$ _____ per year
Treasurer's Office/Income Tax	5	_____	\$ _____ per month	\$ _____ per month	\$ _____ per year
Police Training Academy	2	_____	\$ _____ per month	\$ _____ per month	\$ _____ per year

Optional Bid Item 1:

Please note: This should be a reduction from your Total Cost per Year list above in the base bid, as this will save time by only emptying one central trash can per department, not emptying all cans.

<u>Custodial Cleaning Services for Initial One Year Contract</u>	<u>Days Cleaned per Week</u>	<u>Total Cost Reduction Per Year</u>
One Central Trash Can in Each Department to be Emptied on Each Day of Cleaning Service at City Hall, Excluding Police Department	5	\$ _____ reduction from total cost per year in base bid price
One Central Trash Can in Each Department to be Emptied on Each Day of Cleaning Service at Police Department in City Hall	7	\$ _____ reduction from total cost per year in base bid price
One Central Trash Can in Each Department to be Emptied on Each Day of Cleaning Service at Treasurer's Office/Income Tax	5	\$ _____ reduction from total cost per year in base bid price
One Central Trash Can in Each Department to be Emptied on Each Day of Cleaning Service at Police Training Academy	5	\$ _____ reduction from total cost per year in base bid price

<u>Optional Bid Item 2:</u>	<u>Description:</u>	
Cleaning of Restrooms at Centennial Plaza for Special Events	Pre-Clean Touchup and Full Clean After Event	\$ _____ event
Cleaning of Restrooms at Centennial Plaza for Special Events	Cost to have a cleaner on-site throughout an event, when required	\$ _____ per hour, per employee \$ _____ minimum required per event

Please provide a guaranteed maximum annual price increase, per one-year annual renewal, in the event that any or all of the one-year contract extensions are utilized:

- **Contract Year 2: Overall Total Contract Price Increase of _____ %**
- **Contract Year 3: Overall Total Contract Price Increase of _____ %**
- **Contract Year 4: Overall Total Contract Price Increase of _____ %**
- **Contract Year 5: Overall Total Contract Price Increase of _____ %**

Addenda Acknowledgement

I hereby acknowledge the following official addenda (leave blank if no addenda were issued)

Addenda Number(s) _____