



**CITY OF CORONA
JANITORIAL SERVICES
REQUEST FOR PROPOSALS (RFP) 17-061JT
ADDENDUM No. 1**

**Administrative Services Department
400 S. Vicentia Ave., Ste. 320
Corona, CA 92882**

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Addendum No. 1 to RFP 17-061JT issued to respond to vendor's requests for information.

All provisions to this Addendum No. 1 are hereby incorporated by reference into the subject RFP 17-061JT. Vendors shall account for all provisions pursuant to this Addendum No. 1 in submitting their bids. Each vendor shall acknowledge receipt of this Addendum in the space provided herein.

Vendor Question No. 1:

What days of the week will work need to be completed for the Temescal Safety Facility?

City Response No. 1:

Sunday-Thursday (5x/wk) 3:00 p.m. – 5:00 p.m.

Vendor Question No. 2:

What is the City's current monthly cost for janitorial supplies?

City Response No. 2:

The City spends approx. three thousand five hundred dollars (\$3,500) each month on supplies.

Vendor Question No. 3:

Will a performance bond be required?

City Response No. 3:

We are not requiring a performance bond at this time.

Vendor Question No. 4:

The work schedule for City Park restrooms states some locations are 2 days per week the other locations state Sunday Saturday. I would like to confirm that Sunday-Saturday means 7 days per week.

City Response No. 4:

Yes, Sunday-Saturday means seven days a week.

Vendor Question No. 5:

Can you please provide the current paid cost for the current janitorial contract along with the period of the contract, i.e. what is the term of the existing contract?

City Response No. 5:

Attached and identified as Exhibit A is the contract for janitorial services for city facilities and parks. Prospective contractors should note the scope of work provided in the attached contract has been modified in the scope of services for RFP 17-061JT.

Vendor Question No. 6:

Please clarify regarding if all Sunday janitorial hours are consider Holidays.

City Response No. 6:

This question may be answered by visiting the following website:

https://www.dir.ca.gov/dlse/SB3_FAQ.htm

Vendor Question No. 7:

Expiration date is 12/31/17 and will change with minimum wage increase for 2018, 2019 and 2020 but I do not know if the benefit's cost per hour will increase. (how do I cost this?)

City Response No. 7:

This question may be answered by visiting the following website:

https://www.dir.ca.gov/dlse/SB3_FAQ.htm

City Modification No. 1:

The shower mats located in both the men's and women's showers at the City Hall facility must be cleaned and disinfected weekly. The Contractor will clean the shower floor under the mats weekly.

City Modification No. 2:**AGREEMENT RENEWAL:**

City reserves the right, at City's sole discretion, to extend agreements with each contracted contractor for annual renewal of awarded contracts up to five, one-year periods as referenced below under the same terms and conditions as the original agreement, upon execution of an Amendment to the Agreement by both parties. Should the City elect to exercise its option to extend any agreement for the additional contract period(s), the parties shall negotiate pricing for each such renewal term prior to commencement of the option period. Negotiated price increases during the option period(s) should not exceed the percentage change in the United States Bureau of Labor Statistics Consumer Price Index "All Urban Consumers for Los Angeles, Riverside and Orange County, CA" (CPI) for the most recent twelve months for which statistics are available.

Increases in labor costs subject to mandated prevailing wage or minimum wage increases during any contract extension term must be supported, at time of contract negotiation, with documentation from the appropriate entity enforcing the increase in labor costs. Contractors must provide labor cost increases to the City a minimum of thirty (30) days in advance of contract or amendment term end date.

1. Contact Documents Revision:

- 1.1** Estimated Contract Term, is hereby deleted in its entirety and replaced with the following:

The initial contract term shall be effective on or about July 5, 2017 through December 31, 2017 with optional renewal periods.

- Option 1, if exercised, shall be effective January 1, 2018 through December 31, 2018
- Option 2, if exercised, shall be effective January 1, 2019 through December 31, 2019
- Option 3, if exercised, shall be effective January 1, 2020 through December 31, 2020
- Option 4, if exercised, shall be effective January 1, 2021 through December 31, 2021
- Option 5, if exercised, shall be effective January 1, 2022 through December 31, 2022

*Please provide pricing for this initial six-month period in your proposals

City Modification No. 3:

Additional Information for Park Restroom Sites:

Restroom Sites with auto-locking doors:

- a) Doors are locked between 9:00 p.m. – 10:00 p.m.
- b) Doors are opened at 6:00 a.m.
- c) Park locations:
 - Butterfield
 - Citrus
 - Kellogg
 - Promenade
 - Rimpau
 - River Road
 - Santana

All City parks supply toilet paper and only the restroom located at Butterfield Park provide toilet paper, toilet seat covers, and paper towels.

City Modification No. 4:

The sum of Two Hundred Fifty Dollars (\$250.00) per day will be deducted and forfeit from payments to the Contractor for each instance where an item of work is not completed in accordance with the schedule or Specifications.

Should you have any additional questions or concerns, I can be reached at (951) 279-3531.

Thank you,
Jennifer Talley
Purchasing Specialist I