



Fulton County, GA

# Department of Purchasing & Contract Compliance

January 16, 2014

**Re: ITB 14ITB91208YA-AP, Medical/Clinical Cleaning Services**

Dear Proposers:

Attached is one (1) copy of Addendum 1 hereby made a part of the above referenced Invitation to Bid.

Except as provided herein, all terms and conditions in the Invitation to Bid referenced above remain unchanged and in full force and effect.

Sincerely,

Al Micah Phillips  
Assistant Purchasing Agent

Winner 2000 - 2009 Achievement of Excellence in  
Procurement Award • National Purchasing Institute



**ITB 14ITB91208YA-AP, Medical/Clinical Cleaning Services**  
**Addendum No. 1**  
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This Addendum forms a part of the contract documents and **modifies** the original ITB documents as noted below:

**The following information is a requirement for Bidders:**

1). Response to Questions received on ITB 14ITB91208YA-AP, Medical/Clinical Cleaning Services

**Proposal Questions:**

1. Who is the incumbent contractor and how long have they been providing their services?

The contractor for ADTC, and Aldedge Health Center cleaning was provided by FCDHHS internal staff.

2. What are the current contracted prices for all of the line items mentioned in the Pricing Schedule (Aldredge Health Center Day Porter (2) hourly rates/Custodian hourly rates/Supervisor hourly rates/Cleaning services per square feet Health Center/Cleaning services per square feet Parking Deck, Center for Health and Rehabilitation Day Porter (1) hourly rates/Custodian hourly rates/ Supervisor hourly rates/Cleaning services per square feet Center for Health & Rehabilitation)?

The current prices for the following:

- a. Porter Hourly Rate 8.09 per/hour
- b. Custodians hourly rate 8.09 per/hour
- c. Supervisor hourly rate 12.00 per/hour
- d. Cleaning per square ft. 5 to 7 cent per/square feet
- e. Parking deck per square ft. 5 to 7 cent per/square feet

Center for Health & Rehabilitation all answer are the same as above

3. Can you provide us with the bid tab sheet from the last bid opening?

The last bid for sheet for Aldredge and ADTC? There was no bid sheet because Fulton County did its own cleaning.

4. Are there any significant changes from the last bid?

No changes made

5. Is the contract being bid out to the public due to poor performance from the incumbent contractor?

This new change in requesting a contractor was made in the best interest of Fulton County government due to staffing reductions.

6. The bid document states that the day porters are normally required at both Health Centers during the hours they are open and we are to bid the hourly rates for providing these services. It is understood that the vendor will be paid for only the day porter hours actually used. Is there a minimum number of hours the day porter will be used per call or are they used based on a "on call basis" with no minimum hours guaranteed?

Day porters are required at both centers, we require the day porter to work the full schedule hours at 8:30-5:00pm

7. What was the total number of day porter hours utilized by both Health Centers from 1/1/2013-12/20/2013?

The basic requirements for porters are 40hr a week, 80hrs bi-weekly, 320hrs monthly, 1,920 yearly (Fulton County Holidays excluded).

8. Is attendance to the Pre-Bid Conference mandatory or is it highly recommended? If the vendor does not attend and submit a bid, will their bid be disqualified?

A pre-bid attendance is not a requirement but is highly recommended.

ACKNOWLEDGEMENT OF ADDENDUM NO. 1

The undersigned proposer acknowledges receipt of this addendum by returning one (1) copy of this form with the proposal package to the Department of Purchasing & Contract Compliance, Fulton County Public Safety Building, 130 Peachtree Street, Suite 1168, Atlanta, Georgia 30303 by the ITB due date and time January 23, 2014 at 11:00 A.M.

This is to acknowledge receipt of Addendum No.1, \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Legal Name of Bidder

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Title