

ADDENDUM No. 2

ITB No. 4542

Janitorial Services - WWTSU

Bids Due: June 19, 2018 at 2:00 P.M. (Local Time)

The following questions and answers are provided for the Invitation to Bid for Janitorial Services - WWTSU, ITB No. 4542, on which proposals will be received on/or before June 19, 2018 at 2:00 P.M. (local time).

The information contained herein shall take precedence over the original documents and all previous addenda (if any), and is appended thereto. **This Addendum includes two (2) pages.**

Bidder is to acknowledge receipt of this Addendum No. 2, including all attachments (if any) in its Bid by so indicating on Page 7 of the Invitation to Bid Form. Bids submitted without acknowledgment of receipt of this addendum may be considered nonconforming.

The following forms provided within the ITB document must be included in submitted bids:

- Vendor Conflict of Interest Disclosure Form
- City of Ann Arbor Non-Discrimination Ordinance Declaration of Compliance
- City of Ann Arbor Living Wage Ordinance Declaration of Compliance

Bids that fail to provide these completed forms listed above upon bid opening will be rejected as non-responsive and will not be considered for award.

I. QUESTIONS AND ANSWERS

The following Questions have been received by the City. Responses are being provided in accordance with the terms of the ITB. Bidders are directed to take note in their review of the documents of the following questions and City responses as they affect work or details in other areas not specifically referenced here.

Question 1: Who is currently cleaning at WWTP?

Answer 1: Al's Cleaning

Question 2: When was the last bid?

Answer 2: December 1, 2015

Question 3: Can the washer and dryer be used to clean mop heads?

Answer 3: No

Question 4: Is someone here 24 hours a day?

Answer 4: Yes

Question 5: What are the shift change times?

Answer 5: 5am, 7am, 9am, 5pm, 7pm 9pm (allow 30 minutes before and after)

Question 6: What is the current cleaning crew staffing?

Answer 6: 3

Question 7: Who is responsible for the cost of City background checks?

Answer 7: The City

Question 8: If the contractor is responsible for the cost of City background checks, what is the cost?

Answer 8: Not applicable

Question 9: What is the value of the current contract for janitorial services at the Wastewater Treatment Service Unit / Public Services Area?

Answer 9: \$18,000 per year

Question 10: My company missed the Mandatory Pre-Bid Meeting held on Tuesday, June 6, 2018 at 1:00pm; can we still submit a bid?

Answer 10: As stated in the ITB Document for ITB# 4542 – Janitorial Services – WWTSU on Page 3:

A mandatory pre-bidders meeting and walk thru will be held on June 6th, 2018 from 1:00 to 2:00 pm at the Wastewater Treatment Plant, 49 Old Dixboro Rd., Ann Arbor, MI 48105. The purpose of this meeting is to tour the facility and to answer questions or concerns.

This means that attendance at the meeting was mandatory for all interested bidders and failure to attend would preclude the City considering for award any bid received from a company that did not attend the mandatory pre-bid.

Your company is free to submit a bid for ITB# 4542 – Janitorial Services – WWTSU but as your company did not attend the mandatory pre-bid meeting as outlined in the ITB Document only bids received from companies that attended the pre-bid meeting will be opened and considered for award.

Respondents are responsible for any conclusions that they may draw from the information contained in the Addendum.