



FINANCE OFFICE

7 North Dixie Highway · Lake Worth, Florida 33460 · Phone: 561-586-1674

Addendum No. 1
IFB 15-111

CUSTODIAL SERVICES FOR CITY OWNED BUILDINGS

Each recipient of this Addendum No. 1 to the Invitation for Bid (IFB) who responds to the IFB acknowledges all of the provisions set forth in the IFB and agrees to be bound by the terms thereof. This addendum shall modify, clarify, change or add information and clarification and become part of the above referenced IFB.

QUESTIONS / CLARIFICATIONS:

- 1) Locations with heavy traffic, populated by the public:
A: Location #1-City Hall, Location #2-City Hall Annex, Location #6-Public Library, Location #10-Utilities Complex and Location #11-Golf Course Pro Shop and Clubhouse,
- 2) What is the date for work to begin?
A: The contract for this proposal would be effective October 1, 2015.
- 3) How long is the contract for?
A: The contract is for one (1) year, eligible for two (2) additional one-year renewals, for a total of up to three (3) years.
- 4) What is the current contract price?
A: Approximately \$86,000 and we added services to original contract.
- 5) How do these bid specs differ from the last one?
A: They are the same but the last bid was for 12 locations, this one is for 18 locations.
- 6) Who is supplying paper, plastic and soap products?
A: The vendor will be providing these items. The number of staff members is provided below to give a good idea of quantity of materials required.
- 7) # of days of service per location?
A: Specific details can be found below.
- 8) Location #11 – Golf Course Pro Shop and Clubhouse
A: Seven (7) bathrooms total – 1 (one) in Pro Shop, two (2) in clubhouse and four (4) on the course. A golf cart will be provided for course travel. Custodial service to take place first thing in the morning.
- 9) **Systems Operations, Electric Utility and Water Plant, Water Utilities** have been added to the scope of work. Location details are provided below #17 and #18. A revised Schedule of Bid Items (B3) is being issued with this Addendum.
- 10) Can the City provide a copy of the bid tabulation for the last bid in 2012 for Custodial Services?
A: Yes. A copy of the bid tab from the 2012 Custodial Services bid is included in this addendum.

- 11) Can the City provide additional information on each facility (# of users, offices, bathrooms, consumables, etc.)?
A: Yes. See breakdown below of the facilities
- 12) Can the City clarify further the service frequency of each facility?
A: Yes. See breakdown below of the facilities.
- 13) Is this pre-bid meeting mandatory?
A: No, the pre-bid meeting is non-mandatory.
- 14) Please identify City holidays and closures?
A: The City observes the following holidays and closures: New Years Day, MLK, Memorial Day, 4th of July, Labor Day, Thanksgiving, Christmas.
- 15) Is a bid bond required?
A: No.

The following clarifications and additional information are provided for the specific locations.

A) Locations (buildings to be serviced in the City of Lake Worth)

Location #1:

City Hall
 7 North Dixie Highway
 Tile: 1,140 S/F, Carpet: 11,852 S/F, Number of bathrooms – 4 (all have hand-dryers)
 *Paper towels will need to be provided only in the Break Room (2nd floor), toilet paper and soap required in all bathrooms
Number of Offices: 30 +/-
Number of Staff members: 22+/-
Trash and recycling removal: 3x per week
Interior windows: 1x per quarter

Location #2

City Hall Annex
 414 Lake Avenue
 Tile: 2,684 S/F, Carpet: 10,582 S/F, Number of bathrooms – 2 (all have hand-dryers)
 *Paper towels will need to be provided only in the Break Room, toilet paper and soap required in all bathrooms
Number of Offices: 5+/-
Number of Staff members: 12+/-
Trash and recycling removal: 2x per week
Interior windows: 1x per quarter

Location #3

Public Safety Complex*
 120 North G Street
 Tile: 8,000 S/F, Carpet: 21000 S/F, Number of bathrooms – 11
 *Paper towels, toilet paper and soap required in all bathrooms
*** Staff must be able to pass PBSO background check prior to entering building**
Number of Offices: 10+/-
Number of Staff members: 15+/-
Trash and recycling removal: 2x per week
Interior windows: 1x per quarter

Location #4

City of Lake Worth Shuffleboard Courts Building
1121 Lucerne Avenue

Tile: 5,900 S/F, Carpet: -0-, Number of bathrooms – 3 (all have hand-dryers), toilet paper and soap required

Number of Offices: 2+/-

Number of Staff members: 2+/-

Trash and recycling removal: 2x per week

Interior windows: 1x per quarter

Location #5

Public Services Administration Trailers
1749 3rd Avenue South

Tile: 1,050 S/F, Carpet: 330 S/F, Number of bathrooms – 3

*Paper towels, toilet paper, soap required

Number of Offices: 4+/-

Number of Staff members: 4+/-

Trash and recycling removal: 2x per week

Interior windows: 1x per quarter

Location #6

City of Lake Worth Public Library
15 North M. Street

Tile: 8,164 S/F, Carpet: -0-, Number of bathrooms – 5 (all have hand-dryers)

*Toilet paper and soap required

Flooring requires 3 days/week, Restrooms 4 days/week

Number of Offices: 2+/-

Number of Staff members: 3+/-

Trash and recycling removal: 3x per week

Interior windows: 1x per quarter

Location #7

City of Lake Worth Wimbley Gymnasium
1515 Wingfield Street

Tile: 1,408 S/F, Tile, Number of bathrooms – 2 (all have hand-dryers)

*Toilet paper and soap required

Flooring requires 3 days/week

Number of Offices: 2+/-

Number of Staff members: 2+/-

Trash and recycling removal: 2x per week

Interior windows: 1x per quarter

Location #8

City of Lake Worth Osborne Center
1699 Wingfield Street

Tile: 5,773 S/F, Carpet: 720 S/F, Number of bathrooms – 2 (have hand-dryers)

*Toilet paper and soap required

*Bathrooms require 4 days/week, Flooring requires 3 days/week

Number of Offices: 4+/-

Number of Staff members: 4+/-

Trash and recycling removal: 2x per week

Interior windows: 1x per quarter

Location #9

For the Children Building
1701 Wingfield Street

Carpet: 2,000 SF, Tile: 100 S/F, 1 Bathroom (requires paper towels, toilet paper and soap)

*Bathrooms require 3 days a week, Flooring requires 3 days a week

*Requires morning service prior to noon

Number of Offices: 1+/-

Number of Staff members: 2+/-

Trash and recycling removal: 2x per week

Interior windows: 1x per quarter

Location #10

City of Lake Worth Utilities Complex
1900 2nd Avenue North

Tile: 4,452 S/F, Carpet: 4,476 S/F, Number of bathrooms – 5 (all have hand-dryers)

*Toilet paper and soap required

*Paper towels will need to be provided in the Break Room

Number of Offices: 25+/-

Number of Staff members: 30+/-

Trash and recycling removal: 2x per week

Interior windows: 1x per quarter

Location #11

City of Lake Worth Golf Course Pro Shop and Clubhouse
1 7th Avenue North

Tile: 526 S/F, Carpet: 4,857 S/F, Number of bathrooms – 7

*Bathrooms January – April requires 7 days/week, Flooring requires 4 days/week

*Bathrooms May – December requires 5 days/week, Flooring 4 days/week

*Paper towels, toilet paper and soap required

Number of Offices: 2+/-

Number of Staff members: 3+/-

Trash and recycling removal: 2x per week

Interior windows: 1x per quarter

Location #12

CLW Public Services Sanitation & Street Divisions
1880 2nd Avenue North

Tile: 4,600 S/F, Carpet: -0-, Number of bathrooms – 2 (all have hand-dryers)

*Toilet paper and soap required

Number of Offices: 4+/-

Number of Staff members: 7+/-

Trash and recycling removal: 2x per week

Interior windows: 1x per quarter

Location # 13

CLW Utilities Water Division Trailers
1880 2nd Avenue North

Tile: 150 S/F, Carpet: 5,284 S/F-, Number of bathrooms – 4

*Paper towels, toilet paper and soap required

Number of Offices: 8+/-

Number of Staff members: 6+/-

Trash and recycling removal: 2x per week

Interior windows: 1x per quarter

Location #14

Community Redevelopment Agency Building
29 South J Street

Tile: -0-, Carpet: 1,692 S/F, Number of bathrooms – 2

*Paper towels, toilet paper and soap required

Number of Offices: 4+/-

Number of Staff members: 4+/-

Trash and recycling removal: 2x per week

Interior windows: 1x per quarter

Location #15

City Garage
1749 3rd Avenue South

Number of bathrooms – 3 (required hand towels, toilet paper, soap)

Number of Offices: 2+/-

Number of Staff members: 5+/-

Trash and recycling removal: 2x per week

Interior windows: 1x per quarter

Location #16

Facilities Maintenance Building
1749 3rd Avenue South

Tile: 500 S/F

Number of bathrooms – 1 (required paper towels, toilet paper, soap)

Number of Offices: 2+/-

Number of Staff members: 2+/-

Trash and recycling removal: 2x per week

Interior windows: 1x per quarter

Location #17 – NEW LOCATION

Systems Operations Center
301 College Street

Tile: 2,000 S/F

Number of bathrooms – 2

*Paper towels, toilet paper and soap required

Number of Offices: 3+/-

Number of Staff members: 6+/-

Trash and recycling removal: 2x per week

Interior windows: 1x per quarter

Location #18 – NEW LOCATION

Water Plant
301 College Street

Tile: 2,500 S/F

Carpet: 1,500 S/F

Number of bathrooms – 6 (all hand-dryers)

*Toilet paper and soap

Number of Offices: 6+/-

Number of Staff members: 12+/-

Trash and recycling removal: 2x per week

Interior windows: 1x per quarter

Proposers must acknowledge receipt of this Addendum No. 1 in the space provided below. This Addendum forms an integral part of the IFB documents and therefore must be executed and submitted with your proposal.

Issued By: City of Lake Worth
Finance Office
July 1, 2015

Signed By: 
Hirut Darge
Purchasing Agent

PROPOSER/Company

Name: _____

Signed By: _____

Print Name: _____

Title: _____

Date: _____

(B3) Revised

IFB# 15-111 (Addendum #1)

SCHEDULE OF BID ITEMS

In accordance with the scope of work and specifications noted in this IFB document, following are the fixed prices to provide all required services.

RATES PER SCOPE OF SERVICES:

ITEM	UNIT	RATE
LOCATION #1	MTH	\$
LOCATION #2	MTH	\$
LOCATION #3	MTH	\$
LOCATION #4	MTH	\$
LOCATION #5	MTH	\$
LOCATION #6	MTH	\$
LOCATION #7	MTH	\$
LOCATION #8	MTH	\$
LOCATION #9	MTH	\$
LOCATION #10	MTH	\$
LOCATION #11	MTH	\$
LOCATION #12	MTH	\$
LOCATION #13	MTH	\$
LOCATION #14	MTH	\$
LOCATION #15	MTH	\$
LOCATION #16	MTH	\$
LOCATION #17	MTH	\$
LOCATION #18	MTH	\$
Alternative #1 – Golf Course	MTH	\$

Name of Bidder: _____

Address: _____ ST _____ Zip _____

Phone: (____) _____ Email: _____

Print Name: _____ Title: _____

SIGNATURE: _____ **Date:** _____

CITY OF LAKE WORTH

7 North Dixie Highway • Lake Worth, Florida 33460 • Phone: 561-586-1674

TABULATION SHEET	Custodial Services for City Owned Buildings - IFB PS-BM-11-12-730 - Opened: August 30, 2012 at 2:00pm											
Name of Bidders:	American Facility Services	Boro Bldg & Property Maintenance	Chi-Ada Corporation	Crystal Building Maintenance	D & A Building Services Inc	Gibbs Properties dba: GMJ Svcs	Honor Cleaning, LLC	Image Janitorial Services	Jani King Commercial Cleaning Svcs	Stockton Maintenance Group	USSI	W & G Maintenance
Location #1	\$1,156.00	\$495.00	\$1,633.09	\$651.00	\$1,091.11	\$935.00	\$278.00	\$1,300.00	\$690.11	\$568.42	\$ 577.00	\$ 1,109.00
Location #2	\$1,180.00	\$404.00	\$1,667.54	\$627.00	\$1,234.81	\$955.00	\$546.00	\$600.00	\$700.42	\$588.94	\$ 625.00	\$ 1,100.00
Location #3	\$2,581.00	\$976.00	\$3,654.30	\$1,860.00	\$2,394.55	\$2,088.00	\$1,492.00	\$1,251.00	\$1,746.41	\$1,271.03	\$ 1,346.00	\$ 2,320.00
Location #4	\$525.00	\$353.00	\$741.63	\$691.00	\$741.43	\$425.00	\$502.00	\$273.00	\$517.89	\$326.87	\$ 384.00	\$ 320.00
Location #5	\$123.00	\$250.00	\$174.00	\$429.00	\$360.40	\$174.00	\$160.00	\$303.00	\$117.96	\$258.13	\$ 192.00	\$ 260.00
Location #6	\$727.00	\$674.00	\$872.28	\$1,372.00	\$790.26	\$588.00	\$698.00	\$355.00	\$714.72	\$873.14	\$ 503.00	\$ 650.00
Location #7	\$52.00	\$228.00	\$234.40	\$275.00	\$366.30	\$85.00	\$139.00	\$182.00	\$106.53	\$254.73	\$ 192.00	\$ 150.00
Location #8	\$596.00	\$762.00	\$756.00	\$725.00	\$687.55	\$482.00	\$588.00	\$354.00	\$713.13	\$759.73	\$ 503.00	\$ 610.00
Location #9	\$795.00	\$559.00	\$1,022.25	\$885.00	\$827.08	\$645.00	\$599.00	\$335.00	\$604.14	\$425.24	\$ 577.00	\$ 625.00
Location #10	\$458.00	\$893.00	\$1,263.89	\$865.50	\$689.56	\$715.00	\$468.00	\$500.00	\$902.60	\$1,283.63	\$ 592.00	\$ 600.00
Location #11	\$410.00	\$290.00	\$576.00	\$634.00	\$615.87	\$332.00	\$563.00	\$170.00	\$561.15	\$339.00	\$ 384.00	\$ 500.00
Location #12	\$150.00	\$236.00	\$201.12	\$193.00	\$371.21	\$215.00	\$128.00	\$170.00	\$82.54	\$258.13	\$ 192.00	\$ 200.00
Location #13	\$125.00	\$89.00	\$103.00	\$193.00	\$318.66	\$305.00	\$0.00	\$150.00	\$50.00	\$258.13	\$ 192.00	\$ 450.00
TOTAL MONTHLY FEE	\$8,878.00	\$6,209.00	\$12,899.50	\$9,400.50	\$10,488.79	\$7,944.00	\$6,161.00	\$5,943.00	\$7,507.60	\$7,465.12	\$6,259.00	\$8,894.00
TOTAL ANNUAL FEE	\$106,536.00	\$74,508.00	\$154,794.00	\$112,806.00	\$125,865.48	\$95,328.00	\$73,932.00	\$71,316.00	\$90,091.20	\$89,581.44	\$75,108.00	\$106,728.00
Alt#1A - Common Trash	\$1,950.00	\$929.00	\$850.00	\$194.00	\$1,100.00	\$225.00	\$345.00	\$220.00	\$1,611.66	\$746.70	\$ 7,510.00	\$ 320.00
Alt#1B - Office Trash	\$2,200.00	\$2,450.00	\$1,250.00	\$647.00	\$1,300.00	\$400.00	\$495.00	\$700.00	\$1,074.44	\$373.35	\$ 17,526.00	\$ 320.00
Alt#2 - Golf Course	\$800.00	\$1,050.00	\$4,553.13	\$1,263.00	\$402.66	\$1,126.00	\$1,165.00	\$250.00	\$1,258.53	\$1,283.63	\$ 9,336.00	\$ 1,530.00
Alt#3 - Casino Bldg	\$6,943.00	\$1,341.00	\$5,625.00	\$7,655.00	\$3,335.00	\$2,260.00	\$1,600.00	\$2,600.00	\$2,526.55	\$1,360.13	\$ 17,408.00	\$ 5,020.00
Addendum #1 Ack	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Subs (Yes / No)	Not Inc.	None	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Cont Verif Form (Y/N)	Not Inc.	Yes	Not Inc	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Clar/Exceptions Page	None	Yes, see Bid	Yes	Yes	None	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Drug Free Form	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
References	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Licences Included	Yes	Yes	None	Yes	None	None	Yes	Yes	Yes Broward	None	Yes Lee	None