



**JUNE 21, 2018**

**Re: 18ITB052218-DRR, JANITORIAL SERVICES**

Dear Respondent(s):

**Attached is one (1) copy of Addendum 2, hereby made a part of the above referenced 18ITB052218-DRR, Janitorial Services.**

**Except as provided herein, all terms and conditions in the 18ITB052218-DRR referenced above remain unchanged and in full force and effect.**

Sincerely,

*Donald R. Riley*

**Donald R. Riley, CPPB  
Purchasing Specialist**

**18ITB052218-DRR, JANITORIAL SERVICES**  
**Addendum No. 2**  
**Page Two**

This Addendum forms a part of the contract documents and **modifies** the original ITB documents as noted below:

**Attached hereto are responses to questions submitted in reference to the above ITB solicitation along with an updated bid pricing form.**

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

Failure to return a signed copy of this addendum could render your bid non-responsive.

**ACKNOWLEDGEMENT OF ADDENDUM NO. 2**

The undersigned proposer acknowledges receipt of this addendum by returning one (1) copy of this form with the proposal package to the Finance Department - Purchasing Division, City of Stockbridge, 4640 Henry Boulevard, Stockbridge, Georgia 30281 by the quote due date and time **JUNE 26, 2018 before 12:00 P.M. (NOON) E.S.T.**

This is to acknowledge receipt of Addendum No. 2, \_\_\_\_\_ day of \_\_\_\_\_, 2018.

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

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

\_\_\_\_\_  
Title

**QUESTIONS REGARDING 18ITB052218-DRR, JANITORIAL SERVICES:**

1. Are the facilities, A and B, presently under contract?

Response: Yes, both Facilities A and Facilities B are under contract at this time.

2. What is the present monthly cost?

Response: Contractors are highly encouraged to base their bids on using Building Owners and Managers Association International Standards (BOMA) and American National Standards Institute (ANSI) for methods of floor measurement for Office Buildings and calculate their cost accordingly.

Or your Company can request make an official request through the City Clerk's Office for an Open Records Request (ORR) click on the direct link below and follow the prompts on the screen to complete your request.

<https://stockbridge.seamlessdocs.com/f/OpenRecordsReq>

3. Will you have day porters on this contract?

Response: The City has a desire to have a day porter only at Facilities A; however, it is not mandatory.

4. Will you give me a copy of your bid tabulation sheet?

Response: Company can request make an official request through the City Clerk's Office for an Open Records Request (ORR) click on the direct link below and follow the prompts on the screen to complete your request.

<https://stockbridge.seamlessdocs.com/f/OpenRecordsReq>

5. What if any are the names of the contractors that currently hold contracts to maintain the facilities?

Response: All Bright Janitorial Inc. is currently providing services for both Facilities A and Facilities B locations within this current solicitation.

6. What is the annual amount paid out to contractor(s) for each facility maintained?

Response: Company can request make an official request through the City Clerk's Office for an Open Records Request (ORR) click on the direct link below and follow the prompts on the screen to complete your request.

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7. If any, what are the extended terms of the contract renewal(s)?

Response: The term of the past solicitation was one (1) year, with two (2), one (1) year renewable options. This contract initiated on January 4, 2018.

8. Who is your current contractor and their price?

Response: Company can request make an official request through the City Clerk's Office for an Open Records Request (ORR) click on the direct link below and follow the prompts on the screen to complete your request.

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9. Can you confirm if the floors in City Hall are granite or marble?

Response: The floors located in City Hall is made of granite and shall be maintained according to the periodic of the bid solicitation.

10. What is the percentage of hard surface to carpet in City Hall?

Response: The ratio is 65% carpeted and 35% hard surface and both surfaces shall be cleaned according to the daily, weekly, monthly, quarterly and semi-annual basis as requested in the bid document.