

Solicitation Number: 2018-011-RFP

Addendum Number: 2

Janitorial Services

Due Date and Time: October 24, 2017 at 1:00 pm Arizona time

A signed copy of this addendum must be included with proposal or bid.

The following questions were asked at the Pre-Proposal meeting and tour of facilities on October 4, 2017:

Q - Obtaining access to the Fuel Storage facility must be by using a company car. Is that correct? A car just with a company logo? Can it be a golf cart?

A - The Offeror must use a company vehicle to gain access through the gate to enter the Fuel Storage area so long as it is clearly marked with Offeror's company name. The vehicle must be street legal as it must drive on Sossaman Road, not the sidewalk.

Q - Is the Fuel Storage facility the only facility that requires a company vehicle?

A - No, the Air Traffic Control Tower does as well.

Further Clarification: Phoenix-Mesa Gateway Airport Authority (PMGAA) requires Offeror to utilize a company vehicle for transporting supplies on PMGAA property.

Q - How long does the badging process take?

A - It completely depends on the individual requesting the badge. In general, a TSA Threat Assessment screening takes approximately 48 – 72 hours and a Criminal Background check takes approximately 48 – 72 hours. Again, it depends on the individual. There are certain Federal crimes that prohibit the Airport from hiring if employees have committed. Foreign born and those individuals holding a Visa do take longer to process.

Q - Will all employees have some level of clearance?

A - There are three different types of clearance.

1. No clearance

2. TSA Threat Assessment which will give an employee limited access to some restricted areas

3. SIDA badge, which is the highest level of clearance

PMGAA's preference is for the Offeror's employees to have a SIDA badge.

Q - Who is PMGAA's current janitorial contractor?

A - ABM Janitorial Services

Q - Is the janitorial company allowed to store "on site"?

A - Yes, but PMGAA has limited storage space available.

Q - Will PMGAA supply consumables, paper product, etc.?

A - PMGAA will supply consumables but NOT chemicals.

Further clarification: See section 2C, Scope of Work, number 11. "Expendable Supplies"

Q - Are there any additional security requirements for employees for cleaning the U.S. Customs office?

A - No.

Q - Where does the janitorial company take the trash once collected?

A - Trash must be disposed of in City of Mesa dumpsters outside of the facilities.

Q - In the Gateway Aviation Center, is there a finish on the floors in the restrooms?

A - Yes – burnished

Q - Does the janitorial company have any responsibilities with or for the syringe boxes located in the restrooms?

A - No.

Q - Does the janitorial company clean the vending machines or the baggage belts?

A - No.

Q - Are the chairs and couches throughout the terminal included in the scope of work?

A - Yes, however the chairs located in the restaurant areas are not the responsibility of the janitor.

Q - Is there any type of finish on the floors in the public space of the terminal?

A - Yes – burnished

Q - Is it the janitor's responsibility to take care of trash cans throughout the terminal?

A - Yes, however not any of the vendor's trash cans.

Q - Other than the janitorial closets you have shown us today, are there any other storage areas we can use?

A - No.

Q - Are we able to bring equipment from the non-secure side to the secure side and vice versa?

A - Yes, that would be allowed but please note that would not be easy. PMGAA recommends having two sets of equipment, one for each side.

Q - Do you know the number of chairs we would be responsible for throughout the terminal?

A - There are approximately 800 chairs throughout the terminal.

Q - How much time is spent on cleaning the bird feces in the terminal annex?

A - If maintained on a daily basis, it should only take approximately 15 minutes.

Q - Are there any janitorial responsibilities for the vendor store (in the terminal annex)?

A - No.

Q - Are we responsible for cleaning behind the ticket counters in the terminal?

A - Yes.

Q - Do we need to do any cleaning in the area outside of the Fuel Storage facility?

A - No.

Q - What are the floor types in the Tower?

A - They are mixed, carpet and tile.

Q - Are there any driving requirements for employees?

A - No.

Q - Do we need to clean the inside of the fridge or stove?

A - Required cleaning for all appliances is the outside only – this pertains to all facilities where applicable.

Q - Some urinals are waterless while others are not. Is the Airport making a switch to one or the other?

A - PMGAA has no plans regarding this at this time, however, this is subject to change.

Q - How many cubicles are in the Administration Building?

A - There are 27 cubicles

The Scope of Work is hereby amended to include the following:

1. Gateway Aviation Center

Add: "Computer Lab"

Approximate square footage: 450

Attachment A is amended to read:

Section B, Daily General Cleaning, number 2, Add "j. GAC – Computer Lab – once weekly (Friday or Saturday or Sunday)"

Section F, Floor maintenance, number 2, add: "j. GAC – Computer Lab – once weekly (Friday or Saturday or Sunday)"

Section N, High-Reach Cleaning, number 2, add "j. GAC – Computer Lab – semi-annual (every six months)"

2. Add Lynn Kusy Park

There are 2 trash receptacles in the gazebo at the park that will require emptying.

Attachment A is amended to read:

Section C, Emptying Trash Receptacles, number 2, add "j. Lynn Kusy Park – daily"

Attachment C is amended to include Lynn Kusy Park as attached and must be completed as part of Offeror's submittal.

ALL OTHER PROVISIONS OF THE SOLICITATION SHALL REMAIN IN THEIR ENTIRETY.

Offeror hereby acknowledges receipt and understanding of above addendum.

Signature

Date

Print Name and Title

Name of Company

The above referenced Solicitation Addendum is hereby executed October 4, 2017 at PMGAA, Mesa, Arizona.

Marian Whilden

Procurement Coordinator
Phoenix-Mesa Gateway Airport Authority

Attachment C – Price Proposal

Facility Name	Lynn Kusy Park	Facility Address	5835 S. Sossaman Rd. Mesa, AZ 85212
Approx SF Building Space	TOTAL = N/A *SUBJECT AREA = N/A	Environment	Public Use
This facility shall be cleaned <u>7</u> days per week		Mo Tu We Th Fr Sa Su	
Task/Services	Frequency/ Number of times Annually	Year 1 Annual Cost \$	
Emptying Trash Receptacles (2 receptacles in Gazebo)	Daily/365		
LYNN KUSY PARK - TOTAL COST			