



**Purchasing & Contracting Office**  
Camp Dodge – Building 3465  
7105 NW 70<sup>th</sup> Avenue  
Johnston, Iowa 50131-1824



NGIA-SCO

13 Jan 22

MEMORANDUM FOR: ALL BIDDERS

SUBJECT: Addendum #1 to RFB MM225820029 – 185<sup>th</sup> ARW Custodial Services

### **ADDENDUM # 1**

#### **I. Questions and Answers**

The following questions were received for the above referenced RFB.

**Question 1:** What were the last RFB tabulations and the name of the current contract company?

**Answer 1:** Attachment #1 – Previous RFP bid tabulation file is posted

**Question 2:** What is the NET Cleanable square footage of all buildings?

**Answer 2:** 42,267 square footage is the biddable area. Please see Addendum #2 – Building square footage and floor plans.

\*Building 254 = 8,415 square feet is a building currently under construction and will be done via change order once operational.

**Question 3:** Has the scope of work changed, (I.E. Covid allowances now) since last RFB?

**Answer 3:** Scope of work for this RFB is exclusive to this RFB. Last awarded contract for these services was done as an RFP.

**Question 4:** Multiple vendors asked about onsite pre-bid meetings or bid walkthroughs.

**Answer 4:** We will not be conducting a bid walk through or tours for this RFB. All vendors will receive access to Addendum #2 – Building square footage and floor plans.

#### **II. Attachments / Edits Specifications Section**

##### **1. Edit to RFB Section 4.2 Scope of Services:**

Service schedules will clearly depict when each service identified under section 4.3 - Scope of Services will be completed.

The above sentence is hereby removed and replaced with the following:

A **Janitorial Service Checklist** (will be provided to winning bidder) shall clearly depict when each service identified under Section 4.2 will be completed. This checklist will be posted in each Service space and common areas, and shall be completed by the Contractor and signed at the

completion of each week's cleaning. The on-site Agency representative / facility manager will also sign signifying that the specified work has been completed in a satisfactory manner, in accordance with **Attachment #2 - Quality Assurance Surveillance Plan (QASP)**. The Janitorial Service Checklist shall be used by the Contractor; and shall not be signed off by either party in advance of anticipated completed work. The Janitorial Service Checklist(s) will be reviewed during scheduled meetings between the parties as outlined in Section 4.5.

## 2. Edit to RFB Addition of Section 4.7 Probationary Period

Addition of Section 4.7 Probationary Period. It is understood and agreed that the first **180 days** of the awarded contract shall constitute a Probationary Period. Agency shall timely review the performance of Contractor prior to the expiration of the Probationary Period. If Contractor fails to pass the performance review, Agency may terminate the contract without notice or further cause.