



Addendum #1
ITB #36-22, Citywide Custodial Services
August 4, 2022

NOTICE IS HEREBY GIVEN that the following addendum serves to provide clarification and to answer the questions received on ITB #36-22, CITYWIDE CUSTODIAL SERVICES.

Please note that Corrections/Additions have been made to the Bid document

Correction: Please note the corrected address for the Clearwater Gas Complex on Exhibit "A" Custodial Site Locations **from 400 N Myrtle Ave. to 777 Maple St.**

Addition: Exhibit E_Facility Site Visit Schedule has been added allowing Vendors the opportunity to view and examine proposed facilities. Site visits will begin at 3:00pm (Local Time), starting at the first location listed for each day. The times at each facility and travel time to the next facility are estimated.

Attendance is not mandatory as a condition of submitting a bid. During any site visit you must fully acquaint yourself with the conditions as they exist and the character of the operations to be conducted under the resulting contract. No questions will be answered at the facilities. All questions must be submitted IN WRITING, to the Procurement Analyst Kelly.Rogers@myclearwater.com as stated in the solicitation.

Note: Please bring a hardcopy of this solicitation with you for reference during the meeting.

New Bid Due Date: August 30, 2022 @ 10:00 AM, Local Time

Question 1: Will consumable supplies be allowed to be invoiced separately?

Answer to Question 1: *No, the price per facility shall be all inclusive to include consumables. No additional charges will be accepted.*

Question 2: What hours of the day are the facilities required to be cleaned?

Answer to Question 2: Refer to DETAILED SPECIFICATIONS, 3. SPECIFICATIONS, 3.4 WORK SCHEDULE, Bullet #3, page 17.

Question 3: I wanted to confirm there is not a bid walk for this particular citywide bid.

Answer to Question 3: *Refer to Exhibit E_Facility Site Visit Schedule referenced under Addition above.*



Question 4: Can you explain the personal data report? Is it for employees that will be working onsite or for all employees to initiate a background check?

Answer to Question 4: *Refer to DETAILED SPECIFICATIONS, 3. SPECIFICATIONS, 3.8 PERSONNEL BACKGROUND CHECK AND REQUIREMENTS, page 19.*

Question 5: The ITB package says no mandatory site visit, but can prospective vendors schedule a tour of the facilities or is this something we must do on our own?

Answer to Question 5: *Refer to Exhibit E_Facility Site Visit Schedule referenced under Addition above.*

Question 6: Are you able to specify the criteria for award? Is the awarded going to the lowest bid or overall best quality?

Answer to Question 6: *Refer to INSTRUCTIONS, i.16 RESERVATIONS, page 4 and i.24 CRITERIA FOR EVALUATION AND AWARD, page 6 of the solicitation document.*

Question 7: The ITB package says no mandatory site visit, but can prospective vendors schedule a tour of the facilities or is this something we must do on our own?

- On Exhibit A- Site Locations, there are certain buildings that state multiple locations/ buildings (ex. Clearwater Gas complex 3 locations) but on Exhibit D- Pricing Form the 3 locations for the Gas complex are broken out. How does one factor the price for each line item on the pricing form when not knowing the individual sq footage of each location? If we spread the given total of sq footage out evenly over the amount of buildings in the complex, this could lead to future miscalculations if and when a location is deleted.
- On Exhibit A- Site Locations, there are a few line items without sq footages that are also reflected on Exhibit D- Pricing form. What are the sq footages of the following locations:
 - Clearwater Beach Marina Bait House Restrooms
 - Clearwater Beach Marina Offices & Restrooms
 - Garden Ave Garage
 - Parks & Recreation Nursey
 - PU RO #1
 - PE RO #2
 - PU WRF Marshall Lab

Answer to Question 7: *Refer to Exhibit E_Facility Site Visit Schedule referenced under Addition above.*

Question 8: I am interested in doing a site visit for the Clearwater Custodial Bid. I am not seeing a date that has been allocated to do a site visit. I would like to schedule a date with you to come see all your city's facilities.

Answer to Question 8: *Refer to Exhibit E_Facility Site Visit Schedule referenced under Addition above.*



Question 9: What is the scope of work in each building? We understand the total square footage provided in the document, but what of that square footage is cleanable? I understand the bathrooms in each building will need to be cleaned but is there any further cleaning required throughout the building?

Answer to Question 9: Refer to DETAILED SPECIFICATIONS, 5. SERVICES TO BE PERFORMED AT EACH CLEANING (if applicable), pages 20-21 of the solicitation document.

Question 10: What supplies are we supposed to provide for each location?

Answer to Question 10: Refer to DETAILED SPECIFICATIONS, 3.1 CONTRACTOR RESPONSIBILITIES, pages 15-16 and 3.6 VENDOR SUPPLIED ITEMS, page 18 of the solicitation document.

End of Questions and Answers

All other dates and terms and conditions remain the same in this Invitation to Bid.

End of Addenda

**ITB #36-22, CITYSIDE CUSTODIAL SERVICE
FACILITY SITE VISIT SCHEDULE**

Facility Name	Address	Date	Time	Duration of Inspection	Commute to Next Facility
Clearwater Beach Marina Office & Restrooms	25 Causeway Blvd	8/9/2022	3:00pm - 3:20pm	20 min	15 min
Employee Health Center	401 Corbett St	8/9/2022	3:35pm - 3:50pm	15 min	15 min
Clearwater Main Library	100 N Osceola Ave	8/9/2022	4:05pm - 4:30pm	25 min	5 min
Garden Ave Garage	28 N Garden Ave	8/9/2022	4:35pm - 4:45pm	10 min	5 min
Municipal Services Bldg	100 S Myrtle Ave	8/9/2022	4:50pm - 5:10pm	25 min	10 min
Gas Complex (3 locs)	777 Maple St.	8/9/2022	5:20pm - 5:45pm	25 min	5 min
PBI West	507 Vine Ave	8/9/2022	5:50pm - 6:10pm	20 min	5 min
PBI East	509 Pennsylvania Ave	8/9/2022	6:15pm - 6:35pm	20 min	
Facility Name	Address	Date	Time	Duration of Inspection	Commute to Next Facility
PU RO1	1657 Palmetto St	8/10/2022	3:00pm - 3:20pm	20 min	5 min
Parks & Recreation Nursery	901 N Saturn Ave	8/10/2022	3:25pm - 3:45pm	20 min	15 min
Fire #45 (1st & 3rd Floors)	1140 Court St	8/10/2022	4:00pm - 4:25pm	25 min	10 min
Armory	706 N Missouri Ave	8/10/2022	4:35pm - 4:55pm	20 min	5 min
Jack Russell Stadium Admin	1160 Seminole St	8/10/2022	5:00pm - 5:20pm	20 min	5 min
North Greenwood Library	905 N MLK Jr Ave	8/10/2022	5:25pm - 5:40pm	15 min	10 min
PU WRF Marshall (3 locs)	1605 Harbor Dr	8/10/2022	5:50pm - 6:10pm	20 min	
Facility Name	Address	Date	Time	Duration of Inspection	Commute to Next Facility
Fire #48 (3 locs)	1700 Belcher Ave	8/11/2022	3:00pm - 3:20pm	20 min	10 min
Public Utilities Complex (7 locs)	1650 N Arcturus Ave	8/11/2022	3:30pm - 4:05pm	35 min	5 min
Solid Waste Complex	1701 N Hercules Ave	8/11/2022	4:10pm - 4:35pm	25 min	5 min
General Service (3 locs)	1900 Grand Ave	8/11/2022	4:40pm - 5:10pm	30 min	5 min
Solid Waste Transfer Station	1005 Old Coachman Rd	8/11/2022	5:15pm - 5:35pm	20 min	10 min
PU WRF East Plant.	3141 Gulf to Bay Blvd	8/11/2022	5:45pm - 6:05pm	20 min	15 min
PU RO2	21133 US Hwy 19 N	8/11/2022	6:20pm - 6:40pm	20 min	10 min
Countryside Library	2640 Sabal Springs Dr	8/11/2022	6:50pm - 7:10pm	20 min	10 min
PU WRF NE Plant	3290 SR 580	8/11/2022	7:20pm - 7:45pm	25 min	

**ITB 36-22, Citywide Custodial Services
Facility Site Visits Locations**

Tuesday, August 9, 2022 starting @ 3:00 p.m.	
Location:	Clearwater Beach Marina Office & Restrooms
Address:	25 Causeway Blvd
Type of Service:	Daily (M-F), Weekly, Monthly, As-needed
Number of Restrooms/Stalls:	2 / 6 stalls and 2 privates w/showers
Square Footage:	21,832
Location:	Employee Health Center
Address:	401 Corbett St
Type of Service:	Daily (M - F), Monthly, As-Needed
Number of Restrooms/Stalls:	4 singles
Square Footage:	2,775
Location:	Clearwater Main Library
Address:	100 N Osceola Ave
Type of Service:	Daily (M - F), Monthly, As-Needed
Number of Restrooms/ Stalls	9 / 28 stalls
Square Footage:	98,550
Location:	Garden Ave Garage
Address:	28 N Garden Ave
Type of Service:	Semi-weekly (Sun & Thur), Monthly, As-Needed
Number of Restrooms/Stalls:	2 singles
Square Footage:	N/A
Location:	Municipal Service Building (MSB)
Address:	100 S Myrtle Ave
Type of Service:	Daily (M - F), Weekly, Monthly, As-Needed
Number of Restrooms / Stalls	6 / 17 Stalls and showers
Square Footage:	83,035
Location:	Clearwater Gas Complex (3 locations)
Address:	777 Maple St.
Type of Service:	Daily (M - F), Weekly, Monthly, As-Needed
Number of Restrooms/Stalls:	Administration Building: 10 / 14 stalls and showers Welding Shop: 2 singles LP Building: 1 single
Square Footage:	39,236
Location:	PBI West
Address:	507 Vine Ave
Type of Service:	Three times weekly (M - W - F), Monthly, As-Needed
Number of Restrooms/Stalls:	2 / 4 stalls and 1 single
Square Footage:	11,952

Location:	PBI East
Address:	509 Pennsylvania Ave
Type of Service:	Three times weekly (M - W - F), Monthly, As-Needed
Number of Restrooms/Stalls:	2 singles
Square Footage:	17,064

Wednesday, August 10, 2022 starting @ 3:00 p.m.
--

Location:	PU RO#1
Address:	1657 Palmetto St
Type of Service:	Semi-weekly (Mon & Thurs), Weekly, Monthly, As-Needed
Number of Restrooms/Stalls:	1 single & 1 shower
Square Footage:	N/A

Location:	Parks & Recreation Nursery
Address:	901 N. Saturn Ave
Type of Service:	Three times weekly (M - W - F), Monthly, As-Needed
Number of Restrooms/Stalls:	2 singles
Square Footage:	n/a

Location:	Fire #45 (1st & 3rd Floors ONLY)
Address:	1140 Court St
Type of Service:	Daily (M-F), Weekly, Monthly, As-Needed
Number of Restrooms/Stalls:	13 / 9 stalls and showers
Square Footage:	32,839

Location:	Armory
Address:	706 N Missouri Ave
Type of Service:	Daily (M-F), Weekly, Monthly, As-Needed
Number of Restrooms/Stalls:	2 / 5 stalls and showers
Square Footage:	17,308 (majority warehouse)

Location:	Jack Russell Stadium Administration Offices
Address:	1160 Seminole St
Type of Service:	Three times a week (M-W-F), Monthly, As-Needed
Number of Restrooms/Stalls:	2 singles
Square Footage:	24,146

Location:	N Greenwood Library
Address:	905 N MLK Jr Ave
Type of Service:	Daily (M - F), Monthly, As-Needed
Number of Restrooms/Stalls:	3 / 3 stalls
Square Footage:	8,250

Location:	PU WRF Marshall Control Room
Address:	1605 Harbor Dr

Type of Service: Three times weekly (M-W-F), Monthly, As-Needed
Number of Restrooms/Stalls: 3 singles
Square Footage: 14,020

Location: PU WRF Marshall Break Bldg
Address: 1605 Harbor Dr
Type of Service: Three times weekly (M-W-F), Weekly, Monthly, As-Needed
Number of Restrooms/Stalls: 3 / 4 stalls and showers
Square Footage: 8,249

Location: PU WRF Marshall Lab
Address: 1605 Harbor Dr
Type of Service: Three times weekly (M-W-F), Weekly, Monthly, As-Needed
Number of Restrooms/Stalls: 2 / 4 stalls and showers
Square Footage: N/A

Thursday, August 11, 2022 starting @ 3:00 p.m.

Location: Fire #48 (3 locations)
Address: 1700 Belcher Rd
Type of Service: Daily (M - F), Weekly, Monthly, As-Needed
Number of Restrooms/Stalls: Training Building: 2 restrooms, 2 singles and showers
Logistics Building: 2 restrooms
Training Office: 2 restrooms
Square Footage: 35,624

Location: Public Utilities (PU) Complex (7 locations)
Address: 1650 N Arcturus
Type of Service: Daily (M - F), Weekly, Monthly, As-Needed
Number of Restrooms/Stalls: PU BLDG A - Assembly/Supervisor: 2 / 5 stalls and showers
PU BLDG B - Stormwater/Survey: 2 singles
PU BLDG C - Public Utilities: 2 singles
PU BLDG C- Meter Shop: 2 / 4 stalls and showers
PU BLDG G - Wastewater & Reclaimed Water: 2 / 1 stall and a shower
PU BLDG E - Traffic Engineering: 2 / 5 stalls and showers
PU Mobile Trailer: 1 single
Square Footage: 82,791

Location: Solid Waste Complex
Address: 1701 N Hercules Ave
Type of Service: Daily (M - F), Weekly, Monthly, As-Needed
Number of Restrooms/Stalls: 4 / 15 Stalls and showers
Square Footage: 9,000

Location: General Service Bldg (3 locations)
Address: 1900 Grand Ave

Type of Service: Daily (M - F), Weekly, Monthly, As-Needed
Number of Restrooms:/ Stalls Administration Building: 2 / 4 stalls
Fleet: 3 / 6 stalls and showers
Woodshop: 2 / 2 stalls and showers
Square Footage: 14,500

Location: Solid Waste Transfer Station
Address: 1005 Old Coachman Rd
Type of Service: Three Times weekly (M - W - F), Weekly, Monthly, As-Needed
Number of Restrooms/Stalls: 3 singles and showers
Square Footage: 16,000

Location: PU WRF East Plant
Address: 3141 Gulf to Bay Blvd
Type of Service: Three times weekly (M-W-F), Weekly, Monthly, As-Needed
Number of Restrooms/Stalls: 2 / 4 stalls and showers
Square Footage: 5,670

Location: PU RO#2
Address: 21133 US Hwy 19 N
Type of Service: Semi-weekly (Mon & Thurs), Weekly, Monthly, As-Needed
Number of Restrooms/Stalls: 3 / 2 stalls and showers
Square Footage: N/A

Location: Countryside Library
Address: 2640 Sabal Springs Blvd
Type of Service: Daily (M - F), Monthly, As-Needed
Number of Restrooms/Stalls: 6 / 8 stalls
Square Footage: 22,404

Location: PU WRF NE Plant
Address: 3290 SR 580
Type of Service: Three times weekly (M-W-F), Weekly, Monthly, As -Needed
Number of Restrooms/Stalls: 5 / 3 stalls and showers
Square Footage: 13,176
