



MANAGEMENT SERVICES DEPARTMENT
 PURCHASING DIVISION
 241 W. South Street
 Kalamazoo, Michigan 49007-4796
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ADDENDUM #3
February 2, 2024

TO: Mandatory Pre-Bid Attendees
PROJECT: Janitorial Services at Various City Properties
BID REFERENCE #: 91039-040.0
BID OPENING DATE/TIME: **February 8, 2024 @ 3:30 p.m. Local Time (ET)**

The purpose of this addendum is to clarify and/or modify the Drawings and/or Specifications for this project. All work affected is subject to all applicable terms and conditions of the Bidding and Contract Documents.

- NOTE:** **NEW BID DUE/OPENING DATE/TIME: Thursday, February 8, 2024 @ 3:30 p.m. LT**
- REVISED:** Section II – Bid and Award - Changes in **RED** - PLEASE USE THE ATTACHED REVISED SECTION II - BID AND AWARD PAGES 3 through 5 only – **WHEN SUBMITTING BIDS FOR THIS PROJECT – See Attachment A**

Questions related to this addendum may be addressed to Quentin Pike, Citywide Facilities Manager, at pikeq@kalamazoo.org.

The Addendum can be viewed and downloaded from the City’s website at <https://www.kalamazoo.org/bidopportunities>.

In order for a bid to be responsive, this signed and dated addendum must be returned with your bid. If you have already submitted your bid, acknowledge receipt and acceptance of this addendum by signing in the place provided and returning it to the undersigned and it shall be incorporated in your bid. Please identify your return envelope with the bid reference number and project description.

Sincerely,

Michelle Emig
 Purchasing Division Manager
 c: Quentin Pike, Public Services

FIRM: _____

SIGNED: _____

NAME: _____

DATE: _____

(Type or Print)



ADDENDUM #1

Attachment A

Revised Bid & Award (Page 3 - 5)

Bid Ref#91039-040.0

Janitorial Services at Various City Properties

**SECTION II
 BID AND AWARD**

The undersigned having become thoroughly familiar with and understanding all of the bid/contract documents incorporated herein, agrees to provide custodial services as specified herein:

Section I

Public Safety Station 4/5 (601 North Park Street, Kalamazoo, MI 49007)

Public Safety HQ (150 E. Crosstown Parkway, Kalamazoo, MI 49007)

<u>DESCRIPTION</u>	<u>PRICE PER MONTH</u>	<u>TOTAL BID</u>
601 North Park Street		
Base Bid, each monthly billing period:	\$ _____ x 12 mos =	\$ _____
Cleaning to be performed 5 days per week (Approximately 4,300 sq. ft.)		
150 E. Crosstown Parkway		
Base Bid, each monthly billing period:	\$ _____ x 12 mos =	\$ _____
Cleaning to be performed 5 ½ days per week (Approximately 54,072 sq. ft.)		
Section I - GRAND TOTAL:		\$ _____

Section II

City Hall (241 West South Street, Kalamazoo, MI 49007)

<u>DESCRIPTION</u>	<u>PRICE PER MONTH</u>	<u>TOTAL BID</u>
241 W. South Street (City Hall)		
Base Bid, each monthly billing period:	\$ _____ x 12 mos =	\$ _____
Cleaning to be performed 5 days per week (Approximately 30,000 sq. ft.)		
Section II - GRAND TOTAL:		\$ _____

Section III

Stockbridge Facility (415 Stockbridge Avenue, Kalamazoo, MI 49007)

<u>DESCRIPTION</u>	<u>PRICE PER MONTH</u>	<u>TOTAL BID</u>
415 Stockbridge (Main Bldg. and Fleet Bldg.)		
Base Bid, each monthly billing period:	\$ _____ x 12 mos =	\$ _____
Cleaning to be performed 5 days per week (Approximately 73,672 sq. ft.)		
415 Stockbridge –Winter Season (October through March)		
Day Porter each monthly billing period:	\$ _____ x 6 mos =	\$ _____
Cleaning to be performed 5 days per week		
Section III - GRAND TOTAL:		\$ _____

Section IV

Harrison Facility (1415 North Harrison Street, Kalamazoo, MI 49007)

Includes 5 building (Bldgs. 5, 6, 21, 24 and 28)

<u>DESCRIPTION</u>	<u>PRICE PER MONTH</u>	<u>TOTAL BID</u>
1415 N. Harrison (WRP), Base Bid, each monthly billing period: **(5 Buildings Total)** (Cleaning to be performed 5 days per week for Bldgs. 5, 6, 24 and 28) (Cleaning to be performed 1 day per week for Bldg. 21) (Approximately 201,198 sq. ft.)	\$ _____ x 12 mos =	\$ _____
Section IV - GRAND TOTAL:		\$ _____

Section V

Parks and Recreation –

Mayors’ Riverfront (251 Mills Street, Kalamazoo, MI 49048)

Youth Development Center (230 East Crosstown, Kalamazoo, MI 49001)

Station #5 (619 Douglas Ave, Kalamazoo, MI 49007)

KIK Pool (1012 Walter, Kalamazoo, MI 49001)

<u>DESCRIPTION</u>	<u>PRICE PER MONTH</u>	<u>TOTAL BID</u>
251 Mills Street (Mayors’ Riverfront), Base Bid, each monthly billing period: Cleaning to be performed 5 days per week (Approximately 13,615 sq. ft.)	\$ _____ x 12 mos =	\$ _____
230 East Crosstown Parkway (Youth Development Center), Base Bid, each monthly billing period: Cleaning to be performed 5 days per week (Approximately 5,431 sq. ft.)	\$ _____ x 12 mos =	\$ _____
619 Douglas Avenue (Station #5), Base Bid, each monthly billing period: (Cleaning to be performed M-W-F each week during School Year – September through June); (Cleaning to be performed once each week during Summer – July through August) (Approximately 5,120 sq. ft.)	\$ _____ x 12 mos =	\$ _____
1012 Walter Street (KIK Pool), 10 Weeks Only – (1 Initial Deep Clean and 1 Closing Deep Clean) Base Bid, each monthly billing period: Cleaning to be performed 7 days per week (Approximately 2,500 sq. ft.)	\$ _____ x 3 mos =	\$ _____
Section V - GRAND TOTAL:		\$ _____

Section VI
City Records Center (3001 S. Burdick, Kalamazoo, MI 49002)

<u>DESCRIPTION</u>	<u>PRICE PER MONTH</u>	<u>TOTAL BID</u>
3001 S. Burdick (City Records Center)		
Base Bid, each monthly billing period:	\$ _____ x 12 mos =	\$ _____
Cleaning to be performed 1 days per week (Approximately 1,200 sq. ft.)		
Section VI - GRAND TOTAL 2-YEARS:		\$ _____

Work shall start within _____ working days after receipt of notification by Contractor of Notice to Proceed.

Award of Contracts may be split between locations as noted in General Requirements, Item 2. The bidder may include pricing for one or all locations, however, if you are bidding only individual locations, do not fill in the grand total. If you are bidding all locations, be aware that the City may award the locations individually and your bid price should reflect the amount necessary to perform the prescribed work at each location separately.

Bidder/Contractor has examined and carefully studied the bidding documents and attachments, and acknowledges receipt of the following addenda:

Addendum No: _____

Dated: _____

Bidder shall provide all of the information as requested herein with their bid. Failure to do so and/or failure to provide post-bid requested information may be cause for rejecting the bid as non-responsive.

The City encourages the use of local labor in fulfilling the requirements of this contract.

By my signature below, I certify that the firm bidding on this contract, when making hiring decisions, does not use a past criminal conviction as a bar to or preclude a person with a criminal conviction from being considered for employment with the bidding firm unless otherwise precluded by federal or state law. I further certify that I have read and agree to be bound by the provisions of the City’s Non-Discrimination Clause found in Appendix A as updated by City Ordinance 1856.

Signed: _____ Name: _____

Title: _____