

OHIO TURNPIKE COMMISSION

682 Prospect Street
Berea, Ohio 44017
(440) 234-2081

ADDENDUM NO. 2

AGREEMENT TRM-9G

**REQUEST FOR PROPOSALS FOR
JANITORIAL SERVICES
AT THE MAHONING VALLEY AND GLACIER HILLS
SERVICE PLAZAS**

ISSUE DATE:
OCTOBER 17, 2012

INQUIRY END DATE:
5:00 P.M. (E.S.T.), NOVEMBER 7, 2012

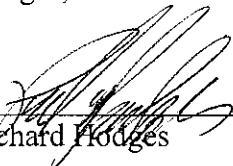
OPENING DATE EXTENDED TO:
2:00 P.M. (E.S.T.), NOVEMBER 14 16, 2012

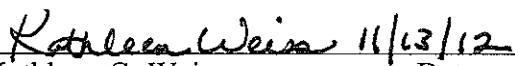
ATTENTION OF RESPONDING FIRMS IS DIRECTED TO:

**ANSWERS TO QUESTIONS RECEIVED THROUGH
THE END OF THE INQUIRY PERIOD**

**CHANGES TO THE RFP FOR AGREEMENT TRM-9G
COVER PAGE, PAGE 4 AND PAGE 30**

Issued by the Ohio Turnpike Commission November 13, 2012. Issuance authorized by Richard Hodges, Executive Director, and Kathleen G Weiss, General Counsel.


Richard Hodges
11/13/12
Date


Kathleen G. Weiss
11/13/12
Date

Q#14 Is the contractor responsible for any of the grounds keeping?

A#14 The Selected Contractor is responsible for routine cleaning of the exterior areas as defined in the Area of Responsibility (Exhibit A). See Section G of PART 2 of the RFP. The Selected Contractor is responsible for performing the Tasks outlined in the Service Frequency Schedule under the Area of Responsibility entitled Plaza Exterior and Grounds (Contractor's Exhibit 3). However, the Property Management functions (e.g. grounds keeping, landscaping, trimming, maintenance, etc.) is performed by the Commission.

Q#15 Is it the contractor's responsible for snow removal from the parking lots?

A#15 No. However, see the requirement in PART 2, Section G, Paragraph (iv) of the RFP for the requirement to remove the snow and ice from the perimeter walks and sidewalks leading from the parking areas to the building. The Commission shall provide sodium chloride (rock salt) and storage containers to the Selected Contractor at no cost. For this purpose, the Selected Contractor shall have and provide adequate and appropriate staffing, mechanical and non-mechanical snow removal equipment, and salt spreaders to manage routine seasonal conditions and severe weather events.

Q#16 When cleaning the restrooms can one side of the two sided restrooms be closed off to give a deep thorough cleaning?

A#16 Yes. However, only as outlined in PART 2, Section G, Paragraph (iii) of the RFP. The availability and condition of restroom facilities has been and will continue to be a matter of utmost concern to the Commission, as it is to the patrons of the Ohio Turnpike. As specified, sections of the restrooms may not be closed or inaccessible to the public for extended periods of time or otherwise between the hours of 5:00 A.M. and 11:00 P.M. The Commission will insist on full and strict compliance with this material provision of the RFP.

Q#17 What are the measurements of the dumpsters needed?

A#17 The size, number and frequency of pickups is to be managed by the Selected Contractor in order to continually meet the requirements of the RFP. The commonly used dumpster size is eight (8) cubic yards. The Responding Contractors are advised to carefully review the requirements for Rubbish and Garbage Disposal as outlined in PART 2, Section G, Paragraph (v) of the RFP. Also, please closely observe the Tasks in the Contractor's Exhibit 3, Service Frequency Schedule, under the Area of Responsibility entitled Dumpster Areas/Dock Pit.

Q#18 Your answer regarding minimum pay rates include statutes covering the Ohio minimum wage, which is currently \$7.70 per hour, increasing to \$7.85 on January 1st, 2013. Should the Ohio minimum wage increase the following January, would the

incumbent contractor be successful in its request for a price adjustment, provided all the time requirements were met?

A#18 See PART 2, Section I where the RFP states that "On or before the anniversary date of one (1) year of service, and each calendar year thereafter during the term of the Agreement, the Selected Contractor shall provide the Commission with an Annual Plan that addresses Proposed Adjustments." Under the same section, the RFP further states that, "Should the Selected Contractor request an adjustment to the original Price Proposal, the Commission may request additional documentation from the Selected Contractor to justify that proposed fee adjustments are the result of legitimately escalating costs of doing business without overhead, profit or mark-up of any kind. Acceptance of the adjustment of monthly fee(s) and/or hourly rate shall be at the sole option of the Commission with adjustments not unreasonably withheld. The Commission reserves the right to competitively rebid the Agreement to ensure that the fees for janitorial services provided remain competitive." Finally, see also the statement in the Price Proposal under Section C of PART 2 where the RFP states that, "At least 120 days prior to the expiration of the Selected Contractor's initial term and subsequent renewal terms, the Selected Contractor may request in writing an adjustment to the monthly fee not to exceed the Midwest-Region Consumer Price Index (CPI) for the previous twelve (12) month average and/or an adjustment to the hourly rate based on changes to the minimum wage for the following operating year. To ensure that fees for janitorial services remain competitive, it is understood that rate adjustment and/or extension of the Contract is not automatic, but at the option of the Commission."

Q#19 In the event that the Universal Healthcare Law stand as written, with employer liabilities starting 1-1-14, would the Commission recognize the additional, mandatory costs and allow a price adjustment?

A#19 See response to Q#18

Q#20 At the Portage and Brady's Leap service plazas, we would like to know the specific manufacturer and product name of the wax or finish currently on the terrazzo floors.

A#20 The current contractor uses Diversy-Carefree wax.

Q#21 In the TRM-9G RFP, page 12, it states prior to opening, selected contractor shall prepare terrazzo floors, and provide labor supplies, materials to prepare all areas of responsibility. What length of time would the contractor have to provide service prior to the April 30, 2013 date mentioned in the paragraph?

A#21 The Commission anticipates providing the Selected Contractor with access to the Mahoning Valley and Glacier Hills Service Plazas no less than three (3) days prior to opening, but will endeavor to provide access at least one (1) week prior to opening.

Q#22 Is there any on-site communication equipment (cell phone/radio/landline/pagers) requirements the Commission would like the successful contractor provide?

A#22 See generally, Section C of PART 2 where the RFP states that, "the Selected Contractor agrees that its personnel shall operate in an efficient manner in accordance with the highest standards of management and customer service, to the end that the public may be served promptly and courteously, and that public esteem may be won for the Selected Contractor and the Commission." Further answering, it is the Commission's expectation that the Selected Contractor's supervisory staff are accessible and available for purposes of communicating and addressing conditions and issues as they arise during the entire term of the Agreement. The Selected Contractor may obtain and use any private phone service it desires at its own expense. No additional lines or extensions shall be installed except upon prior written approval by the Commission.

THE FOLLOWING CHANGE IS MADE TO THE RFP FOR CONTRACT TRM-9G:

Please be sure to use the replacement pages that has been provided with this Addendum No 1. Changes are shown in **bold italicized** text. Deletions are ~~struck through~~:

The Cover Page, Page 4 and Page 30 are modified to extend the Opening Date to 2:00 P.M. (E.S.T.), on November 14 **16**, 2012:

Receipt of Addendum No. 2, dated November 13, 2012, to the RFP for Contract TRM-9G is hereby acknowledged:

(Contractor's Name)

(Individual's Name)

(Signature)

(Date)

OHIO TURNPIKE COMMISSION
682 Prospect Street
Berea, Ohio 44017
(440) 234-2081

AGREEMENT TRM-9G

REQUEST FOR PROPOSALS FOR
JANITORIAL SERVICES
AT THE MAHONING VALLEY AND GLACIER HILLS
SERVICE PLAZAS

ISSUE DATE:
OCTOBER 17, 2012

INQUIRY END DATE:
5:00 P.M. (E.S.T.) NOVEMBER 7, 2012

OPENING DATE *EXTENDED TO:*
2:00 P.M. (E.S.T), NOVEMBER 14 16, 2012

SUBMITTED BY:

COMPANY NAME _____

CONTACT NAME _____

STREET ADDRESS _____

CITY AND STATE _____ ZIP _____

TELEPHONE NUMBER _____ FAX NUMBER _____

EMAIL ADDRESS _____

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Request for Proposals for
AGREEMENT TRM-9G
Janitorial Services at the
Mahoning Valley and Glacier Hills Service Plazas

PART 1 – BACKGROUND INFORMATION

A. **General Purpose.** The Ohio Turnpike Commission (“Commission”) is a body corporate and politic in the State of Ohio, with its principal office located at 682 Prospect Street, Berea, Ohio 44017. The Commission operates the Ohio Turnpike, a toll road otherwise known as the James W. Shocknessy Ohio Turnpike

The Commission issues this Request for Proposals (“RFP”) for Janitorial Services at the Mahoning Valley and Glacier Hills (“MV/GH”) Service Plaza locations (8N and 8S located in Mahoning County at Milepost 237 2) commencing on or around April 1, 2013, at 12:00 A.M. Sealed Proposals are to be submitted by Responding Contractors at the Commission's offices, 682 Prospect Street, Berea, Ohio 44017, c/o Kevin Golick, Procurement Manager, until **2:00 P.M. (E.S.T), November 7 14 16, 2012.**

The Commission will enter into a single Agreement for the furnishing of Janitorial Services required for MV/GH Service Plazas alone or for both MV/GH Service Plazas and the Portage and Brady’s Leap Service Plazas, if any Agreement is awarded at all pursuant to this RFP. The Agreement shall have an initial term of one (1) year with the possibility of up to six (6) successive one (1) year renewal terms **The Commission reserves the right to reject any or all Proposals and the right to waive technicalities and/or minor irregularities.**

The Mahoning Valley and Glacier Hills Service Plazas will be newly reconstructed facilities when the services described herein commence. The Selected Contractor shall be responsible for the provision of janitorial services, including all labor, equipment and materials to clean and prepare the

Under no circumstances will the Commission be responsible for any costs incurred by any Contractor responding to this RFP.

PART 8 – SUBMISSION LOCATION, EMAIL/FAX INQUIRY, IMPORTANT DATES, CLARIFICATIONS AND EXCEPTIONS

A. **Submission Location and Email/Fax Inquiry.** One (1) original and three (3) copies of written Proposals must be received at the following address:

**Ohio Turnpike Commission
Attn: Kevin Golick, Procurement Manager
682 Prospect Street
Berea, Ohio 44017**

The RFP submission deadline is at 2:00 P.M. E.S.T on November 14, 2012. Respondents are welcome to submit specific questions regarding clarification of the RFP requirements, or to arrange site visits at the Service Plazas through the Commission’s Procurement Manager, Kevin Golick. Questions and site visit requests shall be addressed in writing and **emailed to Mr. Golick at kevin.golick@ohioturnpike.org, or faxed to (440) 234-0232, Attn: Kevin Golick.** **Please do not contact the Commission by phone. Do not address your email or fax questions to anyone other than Mr. Golick.** At the completion of the inquiry period, **5:00 P.M. E.S.T, November 7, 2012**, a summary of all questions and answers will be compiled. Potential Respondents that so request will receive a copy of each question and the Commission response. This information will be provided via email or facsimile (email address must be provided).

B. Important Dates

RFP Issued	October 17, 2012
5:00 P.M. E.S.T., Email/Fax Inquiry Period ends	November 7, 2012
2:00 P.M. E.S.T., Deadline for submitting responses to RFP	November 14 16, 2012
Tentative Contract Award Date	December 17, 2012
Approximate Commencement of Janitorial Services	April 1, 2013