



**OHIO TURNPIKE AND
INFRASTRUCTURE COMMISSION**

ADDENDUM NO. 2
ISSUED FEBRUARY 26, 2021
to
BID INVITATION NO. 4387

**JANITORIAL SERVICES AT EIGHT (8) OHIO TURNPIKE AND INFRASTRUCTURE
COMMISSION MAINTENANCE NBUILDINGS**

OPENING DATE: 2:00 P.M. (EASTERN TIME), MARCH 24, 2021

ATTENTION OF BIDDERS IS DIRECTED TO:

**ANSWERS TO QUESTIONS RECEIVED THROUGH 11:00 A.M. ON FEBRUARY 26, 2021
AND**

- **BID OPENING DATE CHANGED TO MARCH 4, 2021 (see above)**
- **REVISIONS TO BID SCHEDULE (page 6b) AND SPECIFICATIONS (page 7a)**

Issued by the Ohio Turnpike and Infrastructure Commission through Jennifer L. Stueber, Esq., General Counsel.

Jennifer L. Stueber, Esq.,
General Counsel

February 26, 2021

Date

ANSWERS TO QUESTIONS RECEIVED THROUGH 11:00 A.M. ON FEBRUARY 26, 2021:

Q#2 In the request for bid, Page 6b lists the Maintenance buildings that are to be bid on, but it doesn't list Swanton or Kunkle. Are those up for bid in this process?

A#2 The Swanton and Kunkle maintenance buildings are included in this bid invitation. The bid schedule and specifications have been revised and are issued with this addendum.

END OF ADDENDUM NO. 2

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END OF ADDENDUM NO. 2

BID FORM

INVITATION NO. 4387

TO THE OHIO TURNPIKE AND INFRASTRUCTURE COMMISSION:

The undersigned Bidder, having full knowledge of the matter contained in the Contract Documents, proposes to furnish to the Ohio Turnpike and Infrastructure Commission (“Commission”) in strict compliance with the Specifications and all other Contract Documents, the articles identified in the following Bid Schedule at the price offered and as set forth therein. The undersigned Bidder agrees to accept and fulfill a Purchase Order as the Contract between the Contractor and the Commission, incorporating the Contract Documents as defined in the Commission’s Bid Invitation.

The undersigned signatory for the Bidder represents and warrants having full and complete authority to submit this Bid to the Commission and to enter into a Contract if the Bid is accepted.

The Bidder is a * _____

organized under the laws of the State of _____.

*Indicate whether an individual, a partnership, or a corporation, and, if latter, the state of incorporation

Federal Tax ID # _____

Date: _____, 20____

**BIDS ARE VALID THROUGH SIXTY (60)
CALENDAR DAYS AFTER BID OPENING**

(Name of Bidder)

(Signature and Title)

(Print Name and Title)

(Post Office Address of Bidder)

BID SCHEDULE

MAINTENANCE BUILDING JANITORIAL SERVICES

The service is comprised of eight (8) maintenance buildings (see attached strip map for geographical locations).

	<u>Cost per Visit/ per Location</u>
<u>Item 1:</u> Section Maintenance Building (Kunkle)	\$ _____
<u>Item 2:</u> Section Maintenance Building (Swanton)	\$ _____
<u>Item 3:</u> Division/Section Maintenance Building (Elmore)	\$ _____
<u>Item 4:</u> Section Maintenance Building (Castalia)	\$ _____
<u>Item 5:</u> Sign Shop/Section Maintenance Building (Amherst)	\$ _____
<u>Item 6:</u> Section Maintenance Building (Boston)	\$ _____
<u>Item 7:</u> Division/Section Maintenance Building (Hiram)	\$ _____
<u>Item 8:</u> Section Maintenance Building (Canfield)	\$ _____
TOTAL BID:	\$ _____

* Bids shall contain only firm, net prices void of escalator or other contingent clauses, and shall not include any state and/or federal taxes.

Above prices shall be net thirty (30) days after delivery and acceptance of the services covered by the Contract and receipt of invoice for the same. Any term discount for payment within twenty (20) days after delivery and acceptance of the vehicle covered by the Contract and receipt of invoice shall be as follows: _____% of bid price. (See "Discount Terms" in the Additional Terms.)

SPECIFICATIONS

MAINTENANCE BUILDING JANITORIAL SERVICES

The Commission has eight (8) *Section Maintenance Buildings*, geographically located along the turnpike approximately thirty (30) miles apart. Two of these buildings also house the *Division Maintenance Offices*, one for the turnpike Western Division, and one for the Eastern Division (Elmore and Hiram, respectively). Additionally, one building (Amherst) houses the Sign Shop office and work area.

It is the intent of this Specification to describe a service agreement (“Agreement”) for cleaning of the **eight (8)** Ohio Turnpike and Infrastructure Commission (“Commission”) Maintenance Buildings specified below. Services to be provided by the Bidder to whom an Award is made (“Contractor”), shall include all labor, equipment, cleaning materials and supplies at the Contractor’s cost. All services are to be performed at the frequency as **detailed below.**

Cleaning services are to be performed at each of the eight (8) specified Maintenance Buildings every weekday (Monday through Friday), except Commission-recognized holidays.

The Contractor’s cleaning personnel are expected to be dressed appropriately and professionally, including leather work shoes and long pants. Additionally, all standard safety practices shall be followed.

The Commission requires a minimum two (2) hour work assignment as a guideline to accomplish the service requirements during each visit. The services that are to be performed on a weekly and monthly basis are anticipated to require additional time. Any additional cost that are attributed to the weekly and monthly services are to be included into the Bidder’s daily visit rate. Service personnel must report arrival and departure to the supervisor on duty at each location. A building access log must be completed at each visit, which includes arrival and departure times of all cleaning service personnel. A routine and regular time-of-day schedule must be established and maintained. Unless otherwise agreed upon, services must be performed between the hours of 7:00 a.m. and 3:00 p.m. (Maintenance Department spring and summer hours schedule), and 8:00 a.m. and 4:00 p.m. (Maintenance Department fall and winter hours schedule).

Items 1, 2, 4, 6, and 8

SECTION MAINTENANCE BUILDINGS (Kunkle Swanton, Castalia, Boston and Canfield)

General Areas of Responsibility: Section Offices, Lunchrooms, Bathrooms, and Locker Rooms

A. Services to be performed each weekday visit (typically five days per week):

1. Empty all wastebaskets- insert liners as required, spot clean and sanitize container. (liners provided by the Commission)
2. Dispose of trash on site in an area as directed by the Commission supervisor.
3. Dust all furniture- desks, chairs, tables, etc.
4. Clean office chair mats.
5. Dust all exposed filing cabinets, bookcases and shelves.
6. Low dust all horizontal surfaces to hand height (70") including sills, ledges molding, shelves, picture frames, ducts, radiators, etc.

Clean and sanitize drinking fountains, water dispensers and eye wash stations; refill cups at water dispensers if applicable. (These items are also located in the garage high bay and mechanics bays)