



Purchasing Department  
 530 Water Street  
 Oakland, CA 94607

**August 4, 2017**

**ADDENDUM No. 1**

**Bid No.: 17-18/01 – Building D-510 Janitorial Services**

**This Addendum modifies the original Bid Documents for the above referenced Bid. Acknowledge receipt of this addendum in the space provided on the Bid Form (Attachment 2). Failure to do so may disqualify your bid.**

**The following questions were submitted prior to the deadline and is answered in this addendum:**

1. Question: May we have a copy of the list of suppliers that attended the pre-bid meeting?

*Answer: Yes, see attached. A copy of the Pre-bid Meeting and Site Visit Sign-In Sheet was also posted on the Port website separately <http://www.portoakland.com/business/bids-rfps/> on 07/28/2017.*

2. Question: Was the Pre-bid meeting and Site Visit dated 07/27/2017 mandatory?

*Answer: No, it was only optional.*

3. Who is the current Janitorial Services provider?

*Answer: Metropolitan Maintenance Service*

4. Question: What is the current amount paid monthly and annually to the current contractor?

*Answer: Due to the current competitive process of this bid project, the Port will not disclosure the current supplier's monthly compensation rate however it is within the estimated budget stated in the Bid document, item C. If a contractor would still like to find out the current amount paid, the Port will release this information only after the Bid closing date.*

5. Question: Provide the estimated Harbor Facilities Floor Layout (Enclosure B) square feet that will require Janitorial Services.

*Answer:*

Section	Type of Service	Estimated SQ FT
Green	Daily Services	19,800 sq. ft.
Yellow	Weekly Services	2,070 sq. ft.
Blue	Monthly Services	15,420 sq. ft.
Tan	Quarterly Services	13,040 sq. ft.
Violet	Semi-Annual Services	14,690 sq. ft.

6. Question: How many janitors does the current contractor have working on this project on a daily service?

*Answer: Only one (1) staff is currently performing the needed services.*

7. Question: Will this project require a Bid Security and Performance Bond?

*Answer: No, Bid Security and Performance Bond will NOT be required.*

8. Question: Is a Dishonesty Bond required?

*Answer: Yes, Contractor will be required to provide Employee Dishonesty Bond Coverage for janitorial services as specified in the Scope of Services, item D.*

9. Question: In regards to the Living Wage Policy, If a firm employ 50 employees for a total of 2,000 hours per week and only utilize 160 hours per week on this project would that be exempt from the Living Wage Policy?

*Answer: Employees spending at least 25% of their work time on Port-related employment are covered under the Living Wage laws. It applies to both part-time and full-time employees.*

**There are no other questions to Bid No. 17-18/01.**



**Port of Oakland**  
 Financial Services Division, Purchasing Dept.  
 530 Water Street, Oakland, CA 94607

# SIGN-IN SHEET

**Pre-bid Meeting and Site Visit**  
**RFP No.: 17-18/01 - Building D-510 Janitorial Services**

**Date:** July 27, 2017

**Time:** 2:00 p.m.

**Location:** Port of Oakland - 651 Maritime St, Oakland CA 94607 (Habor Facilities Conference Room)

#	Name (Print)	Company (Print)	Phone Number	Fax Number	Email (Print)
1	Richard Salles	UNIVERSAL BUILDING	510-527-1078		richs@ubscs.com
2	DARIO TEVINAWY	UNIVERSAL BUILDING	510-527-1078		dario@ubscs.com
3	DAVID HENRY	ABM	415 351 4435		david.henry@abm.com
4	SUE RINEHI	ABM	415-351-4470		SUE.rinehi@ABM.com
5	ROSE ANDREWS	Metropolitan Maintenance Services	510-289-8365		Softdays@PACBELL.NET.
6	Betty Justy	Nova	510-728-7000		
7	Larry Hillis	Nova Commercial Co. Inc.	510-728-7000	510-728-9000	LARRY@NOVA COMMERCIAL - INC.
8	Chris Washburn	Aim To please	415-468-5500	415-468-5505	CW@AIPJANITORIAL.COM
9	George Ramirez	Uniserve Facilities Services	510-384-9041		gramirez@Uniserve Corp.com
10	Linnea Willis	Quality Pro Maintenance	510 589 0207	510 288 1339	lwillis@qualityprousa.com
11	Bonold Wallace	DSP Service Inc.	510-782-2200	(510-782)-6990	DONALD@DSPJANITORIAL.COM
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