



Purchasing Department
530 Water Street
Oakland, CA 94607

August 12, 2021

ADDENDUM No. 2

RFP No. 21-22/03 - Janitorial Services for 530 Water St. and Other Port Assets

This Addendum modifies the original RFP Documents for the above-mentioned RFP. **Acknowledge receipt of this addendum in the space provided on the RFP Acknowledgement and Signature Form (Attachment 3). Failure to do so may disqualify your proposal.**

The following correction have been made to the above-referenced RFP.

A. Correction No. 1 – Day Porter and Parking Lot/Garage Staff Working Hours:

On the Scope of Services, Page 2 of 15, under **Item B. Staffing Requirements and Hours of Operation:** the Day Porter hours “7:30pm – 4:00pm” and Parking Lot/Garage Staff hours “1:00am – 8:00am” are incorrect. The correct hours are shown below:

The Contractor’s crew shall work during the following hours:

Position	Hours	Responsibility
Day Porter	7:30 pm – 4:00 pm (7:30 am – 4:00 pm)	All assets
Night Crew	6:00 pm – 12:00 am	All assets
Parking Lot/Garage Staff	1:00 am – 8:00 am (11:00 pm – 8:00 am)	Two garages and 1 surface lot

B. Correction No. 2 – Attachment 4, REVISED Proposal Worksheet (ADDENDUM No. 1):

Please strikeout Parking/Garage Staff hours and replace it with **(11:00pm – 8:00am)** to correct error.

PORT OF OAKLAND REVISED Proposal Worksheet (ADDENDUM No. 1)

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Indicate individual monthly fee and per square foot per month, site location and the annual total cost.

A. Staff Information:

1. Complete number of staff required for Night Crew and Parking/Garage Staff:

Number of Staff:	<u> (1) </u>	Day Porter	Time:	7:30am – 4:00pm
Number of Staff:	<u> </u>	Night Crew (PM Service)	Time:	6:00pm – 12:00am
Number of Staff:	<u> </u>	Parking/Garage Staff	Time:	11:00am – 8:00am (11:00pm – 8:00am)

There are no other correction to RFP No. 21-22/03.