

THE SCHOOL DISTRICT OF OSCEOLA COUNTY, FLORIDA

Purchasing/Property Records/Warehouse

817 Bill Beck Boulevard, Building 2000 • Kissimmee • Florida 34744-4495

Phone: 407-870-4630 • Fax: 407-870-4616 • www.osceola.k12.fl.us

SCHOOL BOARD MEMBERS

- District 1 – Jay Wheeler
407-390-0505
- District 2 – Julius Melendez
407-922-5113
- District 3 – Cindy Lou Hartig
407-832-3999
- District 4 – David Stone, Vice Chair
407-933-2700
- District 5 – John McKay, Chair
407-957-4056



Superintendent of Schools

Michael A. Grego, Ed.D.

December 8, 2008

Bid # SDOC 09-B-049 KR

Custodial Services for Denn John Middle School

Addendum # 1

The original Invitation To Bid (ITB) documents shall remain in full force and effect, except as modified herein, and shall take precedence over any contrary provisions in the prior documents. The Bid opening date and time, December 16, 2008 at 2:00 p.m. and location will remain the same as stated in the original bid documents. If you have any questions regarding this Addendum please feel free to contact Kristy L. Rumping, Buyer 1 by email at rumpingk@osceola.k12.fl.us or by phone at (407) 870-4611.

This addendum is being issued to address questions received at the walk-thru, release the revised bid submittal form, additional attachments and to further clarify the ITB document.

Question: Who currently has the custodial contract and what is the current cost of services?

Answer: All-Kleen was awarded the contract SDOC 06-038 KB on 2/7/2006. The contract had a one (1) year base period with two (2) one (1) year renewals. The bid has no renewals left and will be expiring on 2/7/2009. The tab sheet from the current bid may be viewed at the following website: <http://www.osceola.k12.fl.us/depts/Purchasing/Pages/BidResults.asp>. All-Kleen was awarded the contract at a month cost of \$11,467.00 and in January 2007, they were given a 5% increase. We are currently paying All-Kleen \$12,040.35 per month totaling \$144,484.20 per year.

Question: What is the amount of performance related deductions taken from the current vendor during the previous school year?

Answer: There have been no performance related deductions taken from the current vendor.

Question: Is the school planning on seeking any LEED certifications or require the use of environmentally preferable products?

Answer: Not at this time, however MSDS should be supplied for all chemicals and cleaning products that will be utilized under this contract. Germicidal must be utilized when specified.

Question: Is there security at the campus?

Answer: Denn John Middle has a vandal watch; someone is on campus at all times.

Question: What type of information should the employee badges include?

Answer: All personnel should have photo-identification badges which include photo, company name and the individual name.

Question: What size trash bags should be provided?

Answer: The awarded vendor will be required to provide small, medium and large trash bags which shall fit in accordance with the size of the trash can.

Student Achievement – Our Number One Priority

Districtwide Accreditation by the Southern Association of Colleges and Schools

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An Equal Opportunity Agency

Question: Will custodial services continue during school breaks?

Answer: During periods of reduced building occupancy such as non-school days, teacher holidays, etc., the priority shall be project cleaning and only occupied areas shall receive or require daily/weekly services. Please refer to Attachment G for the school calendar.

Question: Will the awarded vendor be responsible for recycling bins?

Answer: Recycling bins should be not be touched, as they are not the responsibility of the vendor.

Please see the following attachments:

Revised Bid Submittal Form

Attachment E- Walk-thru sign-in sheet

Attachment F- Site Map

Attachment G- School Calendar

Attachment H- Sample List of Extracurricular Activities

The following are further clarifications to the Invitation To Bid document:

1. Exercise Equipment shall be cleaned weekly with a germicidal cleanser.
2. There are specific rooms that should not be cleaned, unless instructed otherwise. Some of these rooms may require cleaning once a year, these cleanings shall be included in the total cost of services. These rooms are marked in purple on Attachment F-Site Map.
3. There are custodial closets and storage rooms that will be available to the awarded vendor for storing supplies and equipment, these rooms are marked in yellow on Attachment F-Site Map.
4. Most afterschool activities will not interfere with the custodial schedule. When afterschool activities need to be cleaned up after, there shall not be an extra charge associated with that clean up. In general the School resets the furniture after activities, however on occasion; the cafeteria may need to have the tables reset. This occasional reset shall be included in the cost of services. Refer to Attachment G- Sample list of extracurricular activities.
5. Denn John Middle School has six (6) large restrooms and twenty-four (24) single restrooms.
6. All hard floors in the school shall be stripped and recoated with a minimum of six (6) coats of wax once a year. In December, the floor in the hallways, cafeteria and gymnasium shall be scrubbed and recoated with a minimum of four (4) coats of wax.
7. The gymnasium may require two separate cleanings per day. The bid submittal form has been revised to separate the cost of the 10:00 PM cleaning of the gymnasium. The gym is used after school hours by The City of Kissimmee- Parks & Recreation Department. If the cleaning is required, the awarded vendor shall be paid directly by The City of Kissimmee for the daily cost of cleaning the gym. All interested firms are asked to use the Revised Bid Submittal Form when submitting your bid. It is the responsibility of the City of Kissimmee to schedule gym usage with Denn John Middle School and remit payment to the awarded vendor.

Section I. TASKS TO BE ACOMPLISHED DAILY; Item 15 on page 17 of 57 shall be amended to read:

15. Gymnasium- Daily (5:00 cleaning) to be finished by 6:00 p.m.
 - Restroom: Clean toilets, sinks, sweep and mop floors.
 - Automatic Machine scrubbed
 - Empty trash containers & replace liners weekly or when needed.
 - Clean office, floor, dust and empty trash.

Gymnasium- Daily (10:00 cleaning) to be finished by 11:00 p.m. Busiest time is during basketball season (December-February) excluding Christmas Break. At other activities, there may be times when the cleaning of restrooms may not have to be done.

- Restroom: Clean toilets, sinks, sweep and mop floors.

- Automatic Machine scrubbed
- Empty trash containers & replace liners weekly or when needed.

Acknowledgment of Addendum #1 by Vendor:

This addendum shall be completed by the Vendor and returned with the bid response. If a bid has already been submitted, this addendum must be submitted to the above address in a sealed envelope, which is marked on the outside: Addendum to Bid, Bid title and number.

This is to acknowledge receipt of this addendum, which will become part of the Bid document.

NAME (TYPED OR PRINTED)

TITLE

SIGNATURE

VENDOR NAME

DATE

PHONE NUMBER

REVISED BID SUBMITTAL FORM

December 8, 2008

TO: The School District of Osceola County, Florida
 Purchasing Department, Building 2000
 817 Bill Beck Blvd.
 Kissimmee, Florida 34744-4495

The undersigned hereby declare that [firm name] _____
 _____ has carefully examined the specifications to furnish:

Custodial Services for Denn John Middle School

for which Bid Submittals were advertised to be received **no later than 2:00 p.m., local time, on Tuesday, December 16, 2008**, and further declare that will furnish the Custodial Services according to specifications.

1. Cost for Custodial Services for Denn John Middle School:
 - A. Main Campus
 \$_____per month \$_____per year
 - B. Gymnasium (10 PM Cleaning)
 \$_____per day
 \$_____per month \$_____per year
 - C. Existing Portables, Qty-6
 \$_____monthly cost per portable
 - D. Totals for six (6) Existing portables
 \$_____per month \$_____per year
 - E. Per square foot \$_____
 - F. Grand Total for Campus (Main campus and six (6) Existing Portables excluding Gymnasium) (A + D)
 \$_____per month \$_____per year
2. Cost per portable for any portables that may be added or deleted in the future
 \$_____per month \$_____per year
3. Cost per hour for any additional work requested that is not already covered under this bid
 \$_____per hour
4. What percentage of the pricing above is contributed directly to the total compensation for personnel? _____% (i.e. not fuel, supplies or equipment) *This percentage shall be later used for the Wage Price Redetermination, see paragraph 2.20 for details.
5. Prompt Payment Terms: _____ % _____ Days; Net 45 Days

6. Do you accept electronic funds transfer (ETF)? YES NO
If yes, does your firm offer a discount? _____ %

7. Do you accept Purchase/Payment by Visa card? YES NO

The School District of Osceola County reserves the right to add or delete square footage, or to change frequency of services. The School District reserves the right to negotiate any services not known at this time. Any Bidders wishing to provide additional options may attach a list of options and associated pricing.

F.O.B. Destination

Have you supplied all the Submittal Requirements outlined below?

- Invitation To Bid cover page
- Completed Bid Submittal form
- Any addenda pertaining to this ITB
- Completed Attachment A- Custodial Services Questionnaire
- Completed Attachment B- List of Equipment that will be used
- Completed Attachment C- List of Cleaning products/Chemicals that will be used
- Drug Free Certification
- Debarment Certification
- Emergency/Storm related catastrophe-Contractor agreement form
- Conflict of Interest form
- Licenses / Occupational
- Proof of Insurance
- Hold Harmless Agreement and/or Notice of Election to be Exempt, if required
- Did you include a CD, as required in the section entitled **Bid Submittal Form?**
- Everything in accordance with Section 2.10, *Definition of Responsive and Responsible*

The School Board reserves the right to reject any or all proposals, to waive informalities, and to accept all or any part of any proposal as they may deem to be in the best interest of the School Board.

I hereby certify that I have read and understand the requirements of this Invitation To Bid No. SDOC 09-B-049 KR, "**Custodial Services for Denn John Middle School**", and that I, as the bidder, will comply with all requirements, and that I am duly authorized to execute this proposal/offer document and any contract(s) and/or other transactions required by award of this ITB.

Company _____

Per _____ (Print name)

Signature _____

Address _____

City _____ State _____ ZIP _____

Telephone _____ Fax _____

E-Mail Address: _____

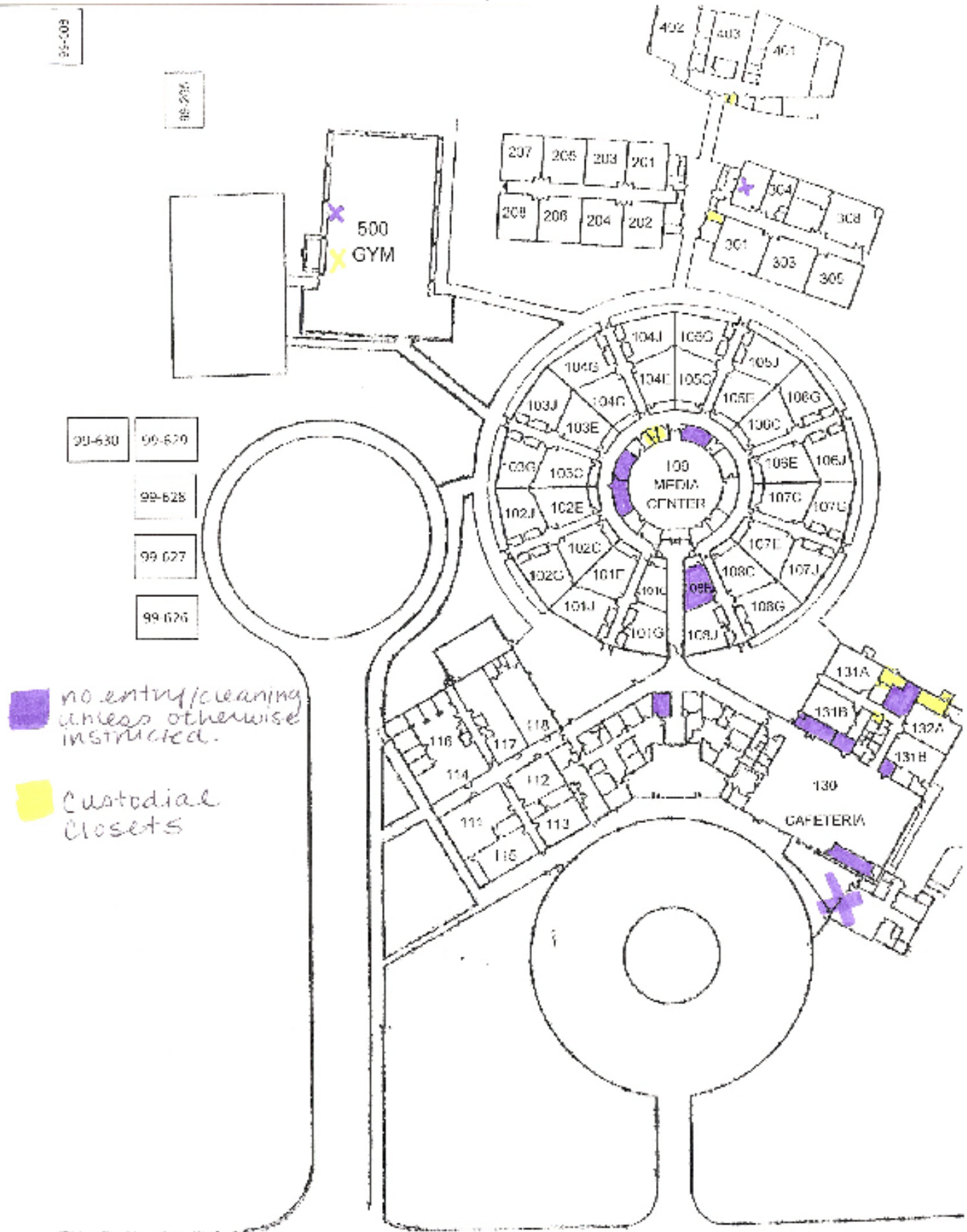
Dunn & Bradstreet # _____ Fed. I.D. # _____

ATTACHMENT E

PRE-BID SIGN-IN SHEET			
Project:	Bid # SDOC-09-B-049 KR, Custodial Services for Denn John Middle School	Meeting Date:	Tues., 12/2/08 at 9:00 AM
Facilitator:	Kristy Rumping	Place/Room:	Denn John Middle School

Name	Dept/ Company	Phone	Fax
James Thompkins	Siblingz Cleaning Concepts	678-963-5330	678-963-5333
Ernesto Valdes	GREAT MAINTENANCE INC	404 787 6266	770 471 3114
RANDY ZIEGLER	O, R & L FACILITY SVCS	103-820-6600	407-386-3492
Jose' Balado	O R & L FACILITY SVCS	407 453-9059	407 388 9841
Rafael N. S. de	All-Kleen	727-522-3340	727-397-4343
Bobby Tate	Andre's & Bobby's Janit. Svc. Inc.	(407) 841-4378	(407) 859-9824
EMEL VASCONEZ	ABM/ONE SOURCE	(407) 973 4089	(407) 299 7101
Doris Javier Rodriguez	Extra Plus J.S.	(407) 699-5995	(407) 599-5995
Joseph Faith	A&Z General Cleaning Services,	(386) 848-7522	(386) 789-0970
AL EL MILLI	LAW W. J. J. & M.	386 846 7000	613 868 4870
Vincent Cumberbatch	MB&J Cleaning, Inc.	407-888-4786	407-888-6972
Wudson Feyelon	WE 6 maintenance	321-394-5085	321-373-9131
Cesar Bermudez	TRIANGLE SERVICES	407-921-1622	407-230-4673
Marken Leser	USSJ	321-246-5011	407-951-8934
John Anderson	Jankin	407-275-2313	407-275-2916
ANTHONY LAVENDER	C B M	407-832-7979	352-394-5598
Cristina Neary kb	RE Carpet Cleaner	407-947-6574	407-853-8742
JEFF NEUBAUM	THE CARPET CLEANER	407-855-8584	407-855-7412
SANDRA RICHARDSON	SBR&ASSOCIATES	407-770-1701	407-770-1706
Marcus Thomas	Jan-Pro The Thomas Touch	(407) 227-1451	(407) 354-0118
JUAN A. VEGA	THE BUDD GROUP	407.509.3279	407-823-9164
Sheneil Sanderree	ESCI Sanitorial	407 219-1739 407 219-8242	407-855-0530

ATTACHMENT F



ATTACHMENT G



The School District of Osceola County, Florida
MICHAEL A. GREGO, Ed.D – Superintendent
 817 Bill Beck Boulevard • Kissimmee, Florida 34744-4492
 Phone: 407-870-4600 • FAX 407-870-4010

Updated 07/01/08

2008 - 2009 SCHOOL CALENDAR

Board Approved 12/04/07

CALENDAR TO FOLLOW FOR ALL SCHOOLS IN THE DISTRICT

<u>MONTH</u>	<u>DATE</u>	<u>DAY</u>		<u>PUPIL DAYS</u>	<u>TEACHER DAYS</u>	<u>PAID HOLIDAYS</u>
AUGUST	12-15 18	TUES-FRI MON	TEACHERS REPORT, PRE-PLANNING (4 DAYS) FIRST DAY OF SCHOOL FOR STUDENTS	10	14	
SEPTEMBER	1	MON	LABOR DAY - TEACHER/STUDENT HOLIDAY	21	21	1
OCTOBER	20 21 23 24	MON TUES THURS FRI	END OF 1ST 9 WEEKS FIRST DAY OF 2ND 9 WEEKS TEACHER WORK DAY/STUDENT HOLIDAY TEACHER INSERVICE DAY/STUDENT HOLIDAY	21	23	
NOVEMBER	11 24-26 27 28	TUES MON-WED THURS FRI	VETERANS DAY-TEACHER/STUDENT HOLIDAY EMERGENCY MAKE-UP DAY OR TEACHER NON-WORK DAY/STUDENT HOLIDAY THANKSGIVING - TEACHER/STUDENT HOLIDAY TEACHER NON-WORK DAY/STUDENT HOLIDAY	14	14	1
DECEMBER	19 22-31	FRI MON-WED	LAST DAY OF CLASSES - WINTER BREAK TEACHER/STUDENT HOLIDAY	15	15	1
JANUARY	1-2 5 15 16 19 20	THURS-FRI MON THURS FRI MON TUES	TEACHER/STUDENT HOLIDAY CLASSES RESUME END OF 2 ND 9 WEEKS TEACHER WORK DAY/STUDENT HOLIDAY MARTIN LUTHER KING, JR. DAY TEACHER/STUDENT HOLIDAY FIRST DAY OF 3 RD 9 WEEKS	18	19	1
FEBRUARY	20	FRI	RODEO DAY TEACHER NON-WORK DAY/STUDENT HOLIDAY	19	19	
MARCH	24 25 27	TUES WED FRI	END OF 3 RD 9 WEEKS FIRST DAY OF 4 TH 9 WEEKS TEACHER WORK DAY/STUDENT HOLIDAY	21	22	
APRIL	6-10	MON-FRI	SPRING BREAK	17	17	
MAY	25	MON	TEACHER NON WORK DAY/STUDENT HOLIDAY	20	20	
JUNE	4 5 & 8	THURS FRI - MON	END OF 4 TH 9 WEEKS - LAST DAY FOR STUDENTS POST PLANNING	4	6	
				180	190	6

ATTACHMENT H**SAMPLE LIST OF EXTRACURRICULAR ACTIVITIES**

The following list is a sample of some of the extracurricular activities that may be held at Denn John Middle School. Please make note of these in order to work around them by planning ahead.

1.	Open House Twice at start of school year	School Wide
2.	Parent Technology	Night Labs (Building)
3.	Dances Fall & Spring	Gymnasium
4.	Poetry Café	Cafeteria
5.	21st Century	Gymnasium
6.	Sports Various	Gymnasium
7.	Graduation/Banquet Spring	Gymnasium
8.	Concerts December & May (6:00 – 9:00 PM)	Gymnasium
9.	CCLC After School (3:00 – 6:00 PM)	Gymnasium/Cafeteria
10.	SAC Meetings 1st Tuesday of each month	Cafeteria
11.	ESOL Open House November	ESOL Rooms
12.	AIP Conferences Various	Classrooms
13.	Parks & Recreation* Weekdays after school & some Saturdays	Gymnasium

***Awarded vendor will be given a usage schedule from the City of Kissimmee Parks and Recreation Department.**