**Bid # NECC18-FAC002 Janitorial Services**

Northern Essex Community College

Haverhill, Massachusetts

**ADDENDUM NO. 1**

**April 27, 2018**

**A. REVISIONS TO THE GROSS SQUARE FOOTAGE**

1. Revise Behrakis Student Services Center (SC) Building, Haverhill Campus Gross Square Footage from 44,000 to 41,000. This change reflects the removal of the Follett Bookstore space which is not a service requirement of the bid.

2. Revise the Sports and Fitness Center (D) Building, Haverhill Campus Gross Square Footage from

44,800 to 40,000. This change reflects the removal of the Little Sprouts Daycare space which is not

a service requirement of the bid.

**B. REVISIONS TO SCOPE OF WORK AND PRICING SHEET**

1. Remove the John R. Dimitry Building (L), 45 Franklin St, Lawrence Campus from the Scope of Work and Pricing Sheet for Year One, 7/1/18-6/30/19. The building is under construction and will not require service during Year One.

2. Remove the Maintenance Building (G), Haverhill Campus from the Scope of Work and Pricing

Sheet. It will no longer be included as service requirement of this bid.

3. Substitute the revised pricing sheet (attached) for the original pricing sheet (pages 19-21) in the bid documents.

All other portions of the Bid Documents remain unchanged. Please be reminded to acknowledge this Addendum on the Pricing Sheet.

-­­ END OF ADDENDUM NO. 1 -­­

Pricing Sheet

**A. PRICING:** The undersigned proposes to furnish all labor and materials required for NECC18-FAC002 Janitorial Services for the total Contract price specified below, subject to additions and deductions according to the terms of the specifications. Contractor must supply and honor the stated pricing for 5 years. The College reserves the right to renegotiate or conduct a RFP process at the end of Year 3.

**B. ADDENDA:** This bid includes acknowledgement of addenda number(s) , , .

**C. BASE BID PRICING:** Includes Building Cleaning Services, Special Services, Day Porters

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| **Mandatory Service Component –**  ***Building Cleaning Services*** | **Year 1**  (7/1/18- 6/30/19) | **Year 2**  (7/1/19- 6/30/20) | **Year 3**  (7/1/20- 6/30/21) | **Year 4\***  (7/1/21- 6/30/22) | **Year 5 \***  (7/1/22- 6/30/23) |
|  |  |  | \*Renewal | \*Renewal |
| **Haverhill Campus** |  |  |  |  |  |
| Bentley Library (A) | $ /yr | $ /yr | $ /yr | $ /yr | $ /yr |
| General Services Center (B) | $ /yr | $ /yr | $ /yr | $ /yr | $ /yr |
| Spurk Building (C) | $ /yr | $ /yr | $ /yr | $ /yr | $ /yr |
| Sports and Fitness Center (D) | $ /yr | $ /yr | $ /yr | $ /yr | $ /yr |
| Science Building (E) | $ /yr | $ /yr | $ /yr | $ /yr | $ /yr |
| Behrakis Student Services Center (SC) | $ /yr | $ /yr | $ /yr | $ /yr | $ /yr |
| Hartleb Technology Center (TC) | $ /yr | $ /yr | $ /yr | $ /yr | $ /yr |
| Opportunity Works (HOW) | $ /yr | $ /yr | $ /yr | $ /yr | $ /yr |
| **Lawrence Campus** |  |  |  |  |  |
| John R. Dimitry Building (L) | **n/a** | $ /yr | $ /yr | $ /yr | $ /yr |
| Louise Haffner Fournier Ed Center (LA) | $ /yr | $ /yr | $ /yr | $ /yr | $ /yr |
| 420 Common Street (LH) | $ /yr | $ /yr | $ /yr | $ /yr | $ /yr |
| Dr.Ibrahim El-Hefni Allied Health Tech  Ctr, (LC) | $ /yr | $ /yr | $ /yr | $ /yr | $ /yr |
| Lawrence Riverwalk, (LRW) | $ /yr | $ /yr | $ /yr | $ /yr | $ /yr |

|  |  |  |  |  |  |
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| **Mandatory Service Component**  **- *Special Services*** | **Year 1**  (7/1/18- 6/30/19) | **Year 2**  (7/1/19- 6/30/20) | **Year 3**  (7/1/20- 6/30/21) | **Year 4\***  (7/1/21- 6/30/22) | **Year 5 \***  (7/1/22- 6/30/23) |
|  |  |  | \*Renewal | \*Renewal |
| **Haverhill Campus** |  |  |  |  |  |
| Exterior Window Cleaning (Annually) | $ /yr | $ /yr | $ /yr | $ /yr | $ /yr |
| Deep Carpet Extraction/Wash (Bi- annually) | $ /yr | $ /yr | $ /yr | $ /yr | $ /yr |
| Strip and Wax Refinish (Bi-annually) | $ /yr | $ /yr | $ /yr | $ /yr | $ /yr |
| **Lawrence Campus** |  |  |  |  |  |
| Exterior Window Cleaning (Annually) | $ /yr | $ /yr | $ /yr | $ /yr | $ /yr |
| Deep Carpet Extraction/Wash (Bi-  annually) | $ /yr | $ /yr | $ /yr | $ /yr | $ /yr |
| Strip and Wax Refinish (Bi-annually) | $ /yr | $ /yr | $ /yr | $ /yr | $ /yr |

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| --- | --- | --- | --- | --- | --- |
| **Mandatory Service Component**  **- *Day Porters*** | In addition to the routine cleaning services outlined in the RFP, NECC will be in need of one (1) Day Porter per campus for light cleaning and maintenance duties. Hours to be determined by Contract Manager. The Day  Porters will have the same requirements outlined for all contracted staff as outlined in the RFP | | | | |
|  | **Year 1**  (7/1/18- 6/30/19) | **Year 2**  (7/1/19- 6/30/20) | **Year 3**  (7/1/20- 6/30/21) | **Year 4\***  (7/1/21- 6/30/22)  \*Renewal | **Year 5 \***  (7/1/22- 6/30/23)  \*Renewal |
| **Haverhill Campus,**  One Day Porter | $ /yr | $ /yr | $ /yr | $ /yr | $ /yr |
| **Lawrence Campus,**  One Day Porter | $ /yr | $ /yr | $ /yr | $ /yr | $ /yr |

The total proposed contract price is \_dollars ($ ).

(Base Bid Total = Years 1-3 for Mandatory Service Components (Building Cleaning Services, Special Services & Day Porters)

**E. EVENT SERVICES:** Cost per person, per hour for additional services outside the scope and schedule of this RFP:

|  |  |
| --- | --- |
| **Event Services** | **Hourly Rate of Service** |
| Year 1 (7/1/18- 6/30/19) | $ /hr |
| Year 2 (7/1/19- 6/30/20) | $ /hr |
| Year 3 (7/1/20- 6/30/21) | $ /hr |
| Year 4 (7/1/21- 6/30/22) \*Renewal | $ /hr |
| Year 5 (7/1/22- 6/30/23) \*Renewal | $ /hr |

**F. ALTERNATE 1:** Consumable products such cleaning supplies, paper products, trash liners, soaps etc. used to complete tasks as specified in Section III. **An itemized list of required consumable chemicals must also be provided in Section V-Required Forms** (See page 18).

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| --- | --- | --- | --- | --- | --- |
| **Consumables (Cleaning supplies, paper products, trash liners, soaps etc.)** | **Year 1**  (7/1/18- 6/30/19) | **Year 2**  (7/1/19- 6/30/20) | **Year 3**  (7/1/20- 6/30/21) | **Year 4\***  (7/1/21- 6/30/22) | **Year 5 \***  (7/1/22- 6/30/23) |
|  |  |  | \*Renewal | \*Renewal |
| **Haverhill Campus** |  |  |  |  |  |
| Bentley Library (A) | $ /yr | $ /yr | $ /yr | $ /yr | $ /yr |
| General Services Center (B) | $ /yr | $ /yr | $ /yr | $ /yr | $ /yr |
| Spurk Building (C) | $ /yr | $ /yr | $ /yr | $ /yr | $ /yr |
| Sports and Fitness Center (D) | $ /yr | $ /yr | $ /yr | $ /yr | $ /yr |
| Science Building (E) | $ /yr | $ /yr | $ /yr | $ /yr | $ /yr |
| Behrakis Student Services Center (SC) | $ /yr | $ /yr | $ /yr | $ /yr | $ /yr |
| Hartleb Technology Center (TC) | $ /yr | $ /yr | $ /yr | $ /yr | $ /yr |
| Opportunity Works (HOW) | $ /yr | $ /yr | $ /yr | $ /yr | $ /yr |
| **Lawrence Campus** |  |  |  |  |  |
| John R. Dimitry Building (L) | **n/a** | $ /yr | $ /yr | $ /yr | $ /yr |
| Louise Haffner Fournier Ed Center (LA) | $ /yr | $ /yr | $ /yr | $ /yr | $ /yr |
| 420 Common Street (LH) | $ /yr | $ /yr | $ /yr | $ /yr | $ /yr |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Consumables (Cleaning supplies, paper**  **products, trash liners, soaps etc.)** | **Year 1**  (7/1/18- 6/30/19) | **Year 2**  (7/1/19- 6/30/20) | **Year 3**  (7/1/20- 6/30/21) | **Year 4\***  (7/1/21- 6/30/22) | **Year 5 \***  (7/1/22- 6/30/23) |
|  |  |  | \*Renewal | \*Renewal |
| Dr.Ibrahim El-Hefni Allied Health Tech Ctr,  (LC) | $ /yr | $ /yr | $ /yr | $ /yr | $ /yr |
| Lawrence Riverwalk, (LRW) | $ /yr | $ /yr | $ /yr | $ /yr | $ /yr |
| **Consumables Annual Cost** | **$ /yr** | **$ /yr** | **$ /yr** | **$ /yr** | **$ /yr** |

**G. CONSUMABLE COSTS:** Contractor agrees that consumables costs will not increase during the duration of the Contract.

Date:

(Signature of Bidder) By

(Name and Title of Person Signing Bid) (Company)

(Business Address) (City and State) (Phone & Email)