ADDENDUM # 1

From: Sara Warmuth, Property Management Director
To: All Bidders
Project: RFB # 20-0015 Annual Window Cleaning Services
Date: July 15, 2019

This addendum is issued in response to questions related to the County's Request for Bids “RFB # 20-0015-Annual Window Cleaning Services” and is hereby made a part of said Request for Bids to the same extent as though it were originally therein.

1. Under the ‘Notes’ column in Exhibit A does ‘Exterior’ mean cleaning both the inside and outside of the exterior glass on all buildings, or just the outside of all exterior glass on all buildings?
   a. Just the exterior side of the glass.

2. Also under the ‘Notes’ column, does “Exterior - from ground level” mean just the ground level glass (in most cases first floor), or does it mean the glass that you can reach from the ground level? The reason I ask is that I have a water-fed pole system that allows me to clean up to three stories from the ground level.
   a. In all cases where “from ground level” is noted, windows are only accessible from the ground level, if multiple stories, glass can be cleaned from ground level with extension equipment and/or a lift would be required.

3. Under the ‘Schedule’ column, I’m assuming ‘Annual’ means one cleaning a year, ‘Bi-Annual’ two-times a year, etc., but is there a specific time of year the cleaning needs to be scheduled?
   a. Correct, annual is one time per year, bi-annual is two times per year. There isn’t a specific time of year, in the past we normally have the windows cleaned in the spring/early summer time frame after the pollen season.

4. The bid-opening is scheduled for Thursday, July 25th at 4:00 p.m. I have to be out of town for my company’s annual convention and would not be able to be present. Is it mandatory to be present in order to be awarded the project?
   a. It is not mandatory to be present at the bid opening.

5. Have those buildings ever been cleaned? If so, when last?
   a. Yes, windows have been cleaned every year in the spring, at a minimum.

6. What was the previous award amount for the last year in total?
   a. $29,827
7. Are we vendors allowed to use your water?
   a. Yes.

8. Would we be allowed to work after hours and on weekends?
   a. Yes.

9. Will we be able to use each building's water access or need to bring water to the site?
   a. Yes, you will be able to use each building's water access.

10. Will there be certain days of the week that the work will need to be completed on for certain buildings, or can we use our best judgments?
    a. There are no specific days of the week.

11. Are we expected to remove hard water stains on glass that have been etched into the glass over time (We anticipate that we will be cleaning Water soluble debris)?
    a. No, stains etched into the glass are not expected to be removed.

12. How long has it been since the last window cleaning has taken place on each building?
    a. Windows have been cleaned every year in the spring, at a minimum.

13. Is it okay for use to use a lift to access certain windows? We may have to close roads for half day if needed (Lift may be needed for to reach certain windows to clean windows properly if deep cleaning with mop and squeegeeing method is needed. That will be needed if it has been years since the last cleaning took place)
    a. Yes, a lift can be utilized, all permits would need to be obtained by the vendor.

14. Will we be allowed to park on the road, on site or need to use street parking ordinances during cleaning?
    a. All permits would need to be obtained to park on the road. Vendor can utilize entire site including parking lot.