

**ADDENDUM No. 1**  
**PROJECT: CUSTODIAL SERVICES**  
**BID NO.: RFP No. AVC2017/2018-8**

**Notice to Bidders on the Above Project:**

Please acknowledge the receipt of this addendum in your proposal submission. Failure to do so may subject the bidder to disqualification.

**This addendum consists of: Q & A**

Q-1. Are wage rates different between the three locations due to being inside vs. outside of city limits?

**A-1. No. All locations are within the incorporated city limits. RFP Fee Schedule requires cost for each location as well as Contractor's method to determine costs.**

Q-2. Are prevailing wage rates required to be paid to Contractor's employees?

**A-2. No. This is not considered "Public Works" as defined in Labor Code Section 1720.**

Q-3. Are there trash and recycling receptacles at the Palmdale Center?

**A-3. Yes, there are both receptacles. They are located outside at the rear of the building.**

Q-4. Is scrubbing and waxing of hard surface floors required?

**A-4. No. To avoid damage, the floors are only to be cleaned with water and/or 3M product provided by the District.**

Q-5. Should proposals include pricing on consumables and chemicals?

**A-5. No. All consumables, chemicals and equipment will be provided by the District. Please refer to RFP Scope of Work.**

Q-6. Will cleaning services be performed during the day or after hours?

**A-6. Cleaning services are to be performed during the District's normal business hours and are to be coordinated around class schedules. Hours of operation can be found in the Cleaning Schedule located in the RFP.**

Q-7. Are cleaning crews required to be on the jobsite for a minimum number of hours each day?

**A-7. No, there is not a minimum number of service hours required. The Contractor must perform services to meet District standards in accordance with the Cleaning Schedule outlined in the RFP.**

Q-8. Are the trash cans outside, at the front of the Palmdale Center to be emptied by the Contractor?

**A-8. No. The exterior of the Palmdale Center is the responsibility of the property management company.**

Q-9. Is the Bookstore required to be cleaned by the Contractor?

**A-9. No. Bookstore staff is responsible for cleaning the Bookstore.**

Q-10. Do areas that are being mopped need to be closed off to the public when floors are wet?

**A-10. If deemed necessary to complete work and will be a minor disruption. The Contractor should use appropriate safety precautions and "Caution Wet Floor" cones, as necessary, to limit risk of injury.**

Q-11. What time do classes start?

**A-11. Class times vary per semester and location. Contractor is required to work around class schedules. In the event that there is no downtime for a classroom or facility, Contractor will coordinate with the District and/or instructor(s) so that services are performed with as little disruption to the learning process as possible.**

Q-12. Are there classes offered during Summer?

**A-12. Yes. Classes are offered year-round.**

Q-13. Can we, the Contractor, bring our own equipment/tools?

**A-13. No. The District will provide all equipment needed to perform the services. Should the Contractor require additional equipment, they should request items from the District.**

Q-14. Is Contractor required to clean wet lab sinks?

**A-14. Yes.**

Q-15. What is the Contractor required to clean in the Lab Prep Area at the Palmdale Center?

**A-15. The Lab Prep Area is a storage area for chemicals/supplies needed for the wet and dry science labs. All chemicals are locked in the designated cabinets. Contractor is responsible for cleaning the floors and doors.**

Q-16. What is the current monthly cost charged for all three (3) facilities?

**A-16. Current contact documents can be viewed publicly from the April 2017 Board Meeting Minutes on our website at <https://www.boarddocs.com/ca/avc/Board.nsf/Public>.**

Q-17. How often are the windows cleaned?

**A-17. See Cleaning Schedule in the RFP.**

Q-18. When will the RFP be awarded?

**A-18. This question is better answered by providing the contract start date as outlined in the RFP. Contract for Custodial Services is scheduled to commence on July 1, 2018.**

Q-19. Is Contractor responsible for emptying Hazmat bins at the Palmdale Regional Airport (PRA)?

**A-19. No. Emptying the Hazmat bins is the responsibility of the District.**

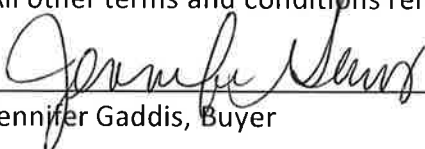
Q-20. When will the question addendum be posted?


**A-20. The question addendum from the job walk will be posted online no later than April 2, 2018.**

Q-21. Can proposals be submitted as early as next Thursday the 29<sup>th</sup>? Or what is the earliest date that proposals can be submitted?

**A-21. Proposals can be submitted at any time, but not later than 11:00 A.M. (PST) on April 10, 2018.**

All other terms and conditions remain the same.

  
Jennifer Gaddis, Buyer

  
Date