

**Bid No. 2020-009-900-50-4430023/2020-010-000-50-4430023**  
**OFFICE CLEANING SERVICES**

**ADDENDUM NO. 4**

**JUNE 23, 2020**

Following is a response to bidder's questions asked at the pre-bid conference held on June 9, 2020 or subsequent to the pre-bid conference. There were no written questions by the deadline of June 18, 2020.

**Q: Vendors are asked to supply the expendable items for the Overlook Park Community Building. Is there a usage report for the past year?**

Sismour Cleaning Service LLC, Diane Sismour, Owner

A: The usage report received for Overlook Park states that consumables budgeted for 2019 was \$888.00, actual usage was \$768

The occupancy at this building may fluctuate depending upon the schedule of both the tenants and community-related events. Therefore historical data may not reflect consumption accurately going forward. However, please refer to the pre-pandemic routine occupancy estimates and post-pandemic statements below.

First Floor:

- Pennrose Management Office – 4 employees  
Pre: Office hours were 9:00 AM – 4:30 PM Monday through Friday  
Post: Limited staff in office
- Headstart Program – 20 students and 3 staffers  
Pre: This program was in session from 8:00 AM – 1:00 PM Monday through Friday, from the last week in August to the second week in May  
Post: Unknown
- Penn State Nursing Program – 24 students  
Pre: This class met three (3) times a week from 6:00 PM – 9:00 PM  
Post: Currently vacated

Second Floor:

- Penn State Office– 3 employees  
Pre: Office hours were 8:30 AM – 4:30 PM Monday through Friday  
Post: Currently vacated
- Penn State Youth Program – 30 students  
Pre: This class met two (2) times a week from 3:00 PM – 6:00 PM  
Post: Currently vacated

**Q: Is there a place where we can go to see previous bid award for 2016 and 2011?**

Sismour Cleaning Service LLC, Diane Sismour, Owner

A: The bid tabulation for the current and past contracts that were awarded to Tridon Services in 2016 and 2011 are attached. Please note that these contracts were awarded based on different time periods for each contract.

- 2016 contract was awarded on a three (3)-year base contract period.
- 2011 contract was awarded on a three (3)-year base contract period plus two (2) one (1)-year optional extension years.

<b>2016 Monthly Installments</b>	<b>Gross Towers Administrative Office</b>	<b>Overlook Park Community Building</b>
<b>Base Contract (3-year)</b> 09/01/16 – 08/31/19	\$1,880.67	\$2,006.33
<b>Optional Extension Year 1</b> 09/01/19 – 08/31/20	\$2,015.00	\$2,058.33
<b>Optional Extension Year 2</b> 09/01/20 – 08/31/21	\$2,101.67	\$2,123.33
<b>Totals (60 Months)</b>	<b>\$117,104.00</b>	<b>\$122,408.00</b>

<b>2011 Monthly Installments</b>	<b>Gross Towers Administrative Office</b>	<b>Overlook Park Community Building</b>
<b>Base Contract (3-year)</b> 09/01/11 – 08/31/14	\$1,459.03	\$1,534.00
<b>Optional Extension Year 1</b> 09/01/14 – 08/31/15	\$1,459.03	\$1,703.32*
<b>Optional Extension Year 2</b> 09/01/15 – 08/31/16	\$1,459.03	\$1,534.00
<b>Totals (60 Months)</b>	<b>\$87,542.00</b>	<b>\$94,071.84</b>

\*Price adjustment granted for Overlook Park Community Building in First Optional Extension Year

**Q: Does this contract include any COVID-19 cleaning and disinfecting requirement?**

Self-Pride Cleaning Service, Luna Fernandez, Owner

A: The staff at AHA has implemented cleaning protocols for our offices and common areas. We have not instituted any additional cleaning requirements for these Office Cleaning Contracts.

**Q: Is the hourly rate indicated in the Prevailing Wage Rate section of this bid, the Hourly wage for each person cleaning?**

YCE Express Cleaning, Yheimy Rodriguez, Cleaning Specialist

A: Yes, the Prevailing Wage Rate is the minimum amount that an employee working on this contract can be paid. The total amount they are paid when working on this contract should equal no less then the prevailing hourly wage rate plus the fringe benefit in any combination.

Addendum No. 5 has been entered for this contract because based on surveys recently performed in the Office Cleaning Industry, the wage rates are lower than those indicated in the original bid.

Complete the following information and include one (1) copy of Addendum No. 3 with the Form of Bid.

Company: \_\_\_\_\_

By: \_\_\_\_\_

Print Name & Title: \_\_\_\_\_

Date: \_\_\_\_\_

Company Address: \_\_\_\_\_

Time: 11:00 AM

Date: June 7, 2011

Bid or AMP No. 11-05A

Term of Contract: September 1, 2011, through August 30, 2014

**BID RESULTS: OFFICE CLEANING SERVICES**

Contractor Name/Address	Bid Bond	Certificate to Corporate Principle	HUD 5369-A	Statement of Qualifications	Financial Statement	Non-Collusive Affidavit	PA Sales Tax License	Addendum No. 1	Addendum No. 2	Cost of Services for the Period 09/01/11 – 08/31/16	
										Gross Towers Administrative Office	Overlook Park Community Building
TRIDON SERVICES, INC. Bethlehem, PA	X	X	X	X	X	X	X	X	X	\$87,542	\$92,040

Time: 11:00 AM      Date: July 12, 2016      Bid or AMP No. 16-06A      Term of Contract: September 1, 2016, through August 31, 2019

**BID RESULTS: OFFICE CLEANING SERVICES**

Contractor Name/Address	Bid Bond	Certificate to Corporate Principle	HUD 5369-A	Statement of Qualifications	Financial Statement	Non-Collusive Affidavit	PA Sales Tax License	Addendum No. 1	Cost of Services for the Period 09/01/16 – 08/31/19	
									Gross Towers Administrative Office	Overlook Park Community Building
TRIDON SERVICES, INC. Bethlehem, PA	X	X	X	X	X	X	X	X	\$67,704.00	\$72,228.00
JANI-KING OF PHILADELPHIA, INC. Norristown, PA	X	X	X	INCOMPLETE	X	X	X	X	\$77,919.80 \$77,920.44	-NO BID-

\*\*\*PLEASE NOTE: Calculation error on Form of Bid proposed by Jani-King of Philadelphia, Inc.