



**Date of Issuance:** 6/11/2021

**Solicitation No.** 3080000377

**Requisition No.** 3080002451

**Amendment No.** 2

Hour and date specified for receipt of offers is changed: ☒ No ☐ Yes, to: \_\_\_\_\_ CST

Pursuant to OAC 260:115-7-30(d), this document shall serve as official notice of amendment to the solicitation identified above. Such notice is being provided to all suppliers to which the original solicitation was sent.

Suppliers submitting bids or quotations shall acknowledge receipt of this solicitation amendment prior to the hour and date specified in the solicitation as follows:

Sign and return a copy of this amendment with the solicitation response being submitted; or,

If the supplier has already submitted a response, this acknowledgement must be signed and returned prior to the solicitation deadline. All amendment acknowledgements submitted separately shall have the solicitation number and bid opening date in the subject line of the email.

**ISSUED FROM:**

Jacob Charries  
Contracting Officer

(405) 521-2191  
Phone Number

[Jacob.Charries@omes.ok.gov](mailto:Jacob.Charries@omes.ok.gov)  
E-Mail Address

**RETURN TO:** [OMESCPeBID@omes.ok.gov](mailto:OMESCPeBID@omes.ok.gov)

**Description of Amendment:**

a. This is to incorporate the following:

Below are the answers to questions received. No further questions shall be accepted. Closing date remains June 24, 2021

**1. What is the Current Contract Price?**

**Janitorial Services Monthly Rate:**

**Initial Term - \$3,780.00/month**

**1st Option to Renew - \$3,790.00/month**

**2nd Option to Renew - \$3,790.00/month**

**3rd Option to Renew - \$4,192.00/month**

**4th Option to Renew - \$4,192.00/month**

**Exterior and Lobby Window Washing Rate:**

**Supplier may provide a per wash cost to provide exterior and interior windows above 9' in the break room and lobby: - \$1,675.00/wash.**

**2. What is the Total Sq. Ftg. to be cleaned daily?**

**Approximately 20,908 sq. ft.**

**3. What are the Number of buildings to be cleaned daily?**

**One**

4. Is the previous contract price available?

**Janitorial Services Monthly Rate:**

Initial Term - \$3,780.00/month

1st Option to Renew - \$3,790.00/month

2nd Option to Renew - \$3,790.00/month

3rd Option to Renew - \$4,192.00/month

4th Option to Renew - \$4,192.00/month

**Exterior and Lobby Window Washing Rate:**

Supplier may provide a per wash cost to provide exterior and interior windows above 9' in the break room and lobby: - \$1,675.00/wash.

5. Could you include the previous bidders and pricing with the Questions that are going to be posted?

**Janitorial Services Monthly Rate:**

Initial Term - \$3,780.00/month

1st Option to Renew - \$3,790.00/month

2nd Option to Renew - \$3,790.00/month

3rd Option to Renew - \$4,192.00/month

4th Option to Renew - \$4,192.00/month

**Exterior and Lobby Window Washing Rate:**

Supplier may provide a per wash cost to provide exterior and interior windows above 9' in the break room and lobby: - \$1,675.00/wash.

6. Can you please confirm if exterior windows are to be included in this Solicitation?

The windows to be cleaned annually are interior windows; from floor level up to 9ft above floor level.

7. May we please get the frequency for the window cleaning services listed in the pricing sheet?

Interior windows are cleaned once per year.

8. Can you please confirm the address for the submittal for the proposals?

There is no physical address to submit the proposals. They are to be submitted electronically to the email address located on the front page of the bidder instructions document. That address should be [OMESCPeBID@omes.ok.gov](mailto:OMESCPeBID@omes.ok.gov)

9. My question is in reference to subcontractors. In Attachment C, Section 4, paragraph 4.3: Janitorial personnel shall at all times be employees of the Contractor (no subcontractors or franchises without written permission from OSBI). We do not utilize subcontractors for the daily cleaning personnel; however, we do currently utilize a reputable company for subcontracting the floor refinishing, carpet extraction and window cleaning. My question: Could subcontractors be authorized to do the floor work and window cleaning with written permission from OSBI?

Yes, these subcontractors' employees would be required to pass the OSBI background process.

10. Is it possible to obtain the cleanable square footage number from the reported 85,700 total square feet of the facility?

Not less than 20,908 sq. ft.

11. What is the process for my Window Cleaning subcontractor to be able to look at the windows to submit a cost proposal to our agency for the bidding process?

Schedule for a meeting with the Facility Manager (Doug Perkins) at 405-715-9540 and the subcontractors employees would be required to pass the OSBI background process.

12. Could you provide square footage of the building broken down into floor type?

First Floor	23,450 GSF	Linoleum / Concrete / Ceramic Tile / Data Center Tile / Carpet
Second Floor	29,666 GSF	Linoleum / Concrete / Ceramic Tile / Carpet
Third Floor	21,660 GSF	Linoleum / Concrete / Ceramic Tile / Carpet
Fourth Floor	10,985 GSF	Concrete

13. There are many areas within the building in which we would have limited access or clean only on request. Could we get a breakdown of square footage of these limited access areas and a rough estimate based on past experience as to how often these are requested to be cleaned?

These are laboratory spaces with active forensic casework. Household trash is to be collected daily, only if a unit-specific analyst/technician escorts the janitorial staff-member. Otherwise, receptacles bearing household trash may be present in one of the main hallways to be emptied. Total footage of restricted spaces is approximately 27,936 sq. ft.

14. Section 8.1 D, bullet v & vi references attachment C for manufacturing specifications of floor finishing/buffing, but the specifications are not located in attachment C. Could you provide said specifications?

See Bidder Instruction 8.1.D.vi – “Floors – Buffing. Floor buffing should be accomplished per manufacturers specifications indicated in Attachment C. Buffing will be accomplished according to the recommendations of the manufacturer of the floor finish used. A buffing machine shall be used and buffing shall be enough to bring surfaces to a uniform luster. Movable furniture and equipment shall be moved during the buffing operation and then properly replaced. After buffing, all residual dirt and dust shall be removed. Spray buffing will be used to remove limited soil spots, which resist mopping.”

15. Section 8.1 D, bullet viii & ix references attachment B for manufacturing specifications of carpet cleaning, but the specifications are not located in attachment B. Could you provide said specifications?

See Bidder Instructions 8.1.D.vii – “Carpet – Vacuuming. Carpet vacuuming shall thoroughly remove all airborne soil and dry dirt from it. Dry or loose dirt includes sand, grit, dust, cigarette ashes, and other types of non-adhesive soils. Contractor must change vacuum bags regularly or repair/replace defective vacuum equipment to ensure maximum performance of the equipment. Movable furniture and equipment shall be moved during vacuuming and then properly replaced. Entry mats shall be included in this section.”

16. Section 8.1 D, bullet xii is worded such that it provides no schedule for cleaning interior glass above 9ft, and the schedule being referred to in Attachment A is not present. Will we be responsible for this and if so, what is the requested frequency of cleaning?

See Bidder Instructions 8.1.D.xiii – “Interior Glass and Window Cleaning. All exposed glass surfaces which are not an integral part of the exterior surfaces of the building shall be cleaned weekly as needed to present a neat, clear appearance and shall be free from streaks and smudges. This includes but is not limited to glass partitions, interior glass doors and glass on both sides, display cases, directory boards, and mirrors. Adjacent trim shall also be cleaned. Glass and windows in the lobby/atrium areas will be cleaned on the inside and outside up to nine (9) feet quarterly to present a neat, clean appearance and shall be free from streaks and smudges. The interior side of all exterior windows shall be cleaned annually except for those located in the atrium areas above the nine (9) foot level. All interior windows shall have a full cleaning based on a schedule outlined in Attachment A.”

17. Section 8.1 D, bullet xxxiii references and 'Task and Frequency Chart' but we cannot find the chart in the bid packet. Could you provide said chart?

**Below is the Attachment A Task & Frequency Chart referenced in Bidder Instructions**

ATTACHMENT A									
OKLAHOMA STATE BUREAU OF INVESTIGATION (OSBI)									
FORENSIC SCIENCE CENTER									
JANITORIAL TASK AND FREQUENCY CHART									
Location: 800 E. 2nd Street, Edmond, Oklahoma									
Approximate Square Footage: 80,000									
Contact Name and Phone Number: Facility Manager - 330-									
TASK	CORRIDORS / STAIRWELLS	BUILDING ENTRY VESTIBULES	OFFICES / OFFICE CORRIDORS	CLASSROOMS / CONFERENCE ROOMS	RESTROOMS	LOBBY / MAIN BREAK ROOM / BREAK AREAS	LABORATORIES	OTHER AREAS	MECH. ROOMS
2.1 Floors - Sweeping	D				D	D	D/AR	AR	M3
2.2 Floors - Mopping	W/AR				D	D	W/AR	AR	AR
2.3 Floors - Stripping	M6					M6	M6/AR	M6	
2.4 Floors - Finishing	M6					M6	M6/AR	M6	
2.5 Floors - Buffing	M					M	M/AR	AR	
2.6 Carpet - Vacuuming		D	D	D					
2.7 Carpet - Spot Cleaning		D	D	D					
2.8 Carpet - Full Cleaning		M6	M6	M6					
2.9 Carpet - Anti-Static		M6	M6	M6					
2.10 Walls - Spot Cleaning	D	D	D	D	D	D	D/AR	AR	AR
2.11 Walls - Full Cleaning	M 3	M 3	M 3	M 3	M	M	M3/AR	M 3	AR
2.12 Interior Glass and Window Cleaning	D/M6		D/M6	D/M6	D/M6	W	M6/AR		
2.13 Exterior Doors	D	D				D			
2.14 Lobby						D			
2.15 Dusting	W	W	W	W	W	W		AR	
2.16 Metal Surfaces	W/AR	D/AR	W/AR	W/AR	W/AR	W/AR	W/AR	AR	
2.17 Furniture/Cabinet Cleaning	W/AR		W/AR	W/AR	W/AR	D		AR	
2.18 Refrigerators						M3			
2.19 Trash Removal			D	D	D	D	D/AR	D	AR
2.20 Dispensers					D	D	D/AR	W	
2.21 Ceramic/Metal	D				D	D			
2.22 Ducts/Louvers/Door Grills	M	M	M	M	M	M	M/AR	M	
2.23 Exterior Maintenance								D	
2.24 Grout					M6	M6			
2.25 Special Services	See Section 2.25 of Specifications for description and frequency.								
Code Index:	D - Daily			M3 - Quarterly		AR - As Required or Requested			
	W - Once Weekly			M6 - Semi-Annually					
	M - Monthly			Y - Annually					
NOTE: Evidence storage areas will not be serviced by the Janitorial contractor									

18. How much of square footage of building is tile and how much is carpet?

**The tiled (ceramic and/or linoleum) floor is approximately 38,060 sq. ft. The carpeted floor is approximately 16,212 sq. ft.**

- b. All other terms and conditions remain unchanged.

Supplier Company Name (**PRINT**)

Date

Authorized Representative Name (**PRINT**)

Title

Authorized Representative Signature