



TARRANT COUNTY
PURCHASING DEPARTMENT

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PURCHASING AGENT

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ASSISTANT PURCHASING AGENT

MARCH 2, 2015

ADDENDUM #1

BID NO. 2015-085

ANNUAL CONTRACT FOR JANITORIAL SERVICES

BIDS DUE MARCH 9, 2015

1. Questions and Responses:

The questions received by the due date and their responses are included in this addendum on the following page(s).

2. Change(s):

Discard pages 38, 40, 41 and 42; replace with the revised page dated 03/02/2015.

This addendum must be signed and the original and five (5) copies must be returned with bid.

NAME AND ADDRESS OF COMPANY:

E-Mail Address _____

AUTHORIZED REPRESENTATIVE:

Signature _____

Name _____

Title _____

Tel. No. _____

Fax No: _____

ANNUAL CONTRACT FOR JANITORIAL SERVICES

QUESTIONS AND RESPONSES

1. On page 47, questions 27-29 in regards to estimated Obamacare cost. How will the answers to these questions factor into the contract award evaluation?

Response:

Award evaluation criteria is shown of page 7 of Bid No. 2015-085.

2. What are the total estimated man hours for Group 1, including maintenance technicians, non-working supervisors, and project managers?

Response:

100,114 cleaning hours, 28,000 maintenance technician hours, 8,000 non-working supervisor hours, 4,000 project manager hours.

3. What are the total estimated man hours for Group 2, including maintenance technicians and project managers?

Response:

23,935 cleaning hours, 3,000 maintenance technician hours, 4,000 project manager hours.

4. In regards to Obamacare, what are the estimated number of full time equivalent (30 hours) contract employees currently working in Group 1?

Response:

The only requirements for 40 hour personnel are Project Managers, Non-Working Supervisors and Maintenance Technicians.

5. In regards to Obamacare, what are the estimated number of full time equivalent (30 hours) for contract employees currently working for Group 2?

Response:

The only requirements for 40 hour personnel are Project Managers, Non-Working Supervisors and Maintenance Technicians.

6. On the pricing page 38, where do we put our estimated cost for Obamacare?

Response:

Bid Proposal Forms include a line item for medical, dental, life insurance per employee if applicable.

7. Is my understanding correct that the current vendor has contract workers in all the buildings in Group 1, except the Tom Vandergriff Courts Building?

Response:

Your understanding is correct.

ANNUAL CONTRACT FOR JANITORIAL SERVICES

QUESTIONS AND RESPONSES

8. Will the awarded vendor need to hire a full time non-working supervisor for the Tom Vandergriff Civil Courts Building?

Response:
Yes

9. What will be the estimated hours (staff), or required for this facility (Tom Vandergriff)?

Response:
16,249

10. What day will the Tom Vandergriff building open?

Response:
The opening date is undetermined at this time. Staff will begin April 1, 2015.

ANNUAL CONTRACT FOR JANITORIAL SERVICES

**BID PROPOSAL
SECTION I – BID PRICING**

2. Itemize all costs associated with your hourly Janitorial Staff Employee rate for buildings in Group 1 with two (2) Project Managers.

**SUMMARY OF LABOR COST PER HOUR
BILLED TO TARRANT COUNTY**

Direct Wages to Employee (minimum of \$8.76)	\$ _____
Holiday pay for Janitorial Staff, non-working Supervisors, and Project Managers performing work or supervision under Tarrant County contract (12 holidays per year). Holiday pay will not be directly billed to Tarrant County and must be included in the per hour labor rate that is billed to Tarrant County.	\$ _____
Federal, State Unemployment Tax, FICA, Medical Tax on Employee	\$ _____
Workers' Compensation and General Liability on Employee	\$ _____
Medical, Dental, Life Insurance, per Employee, if applicable	\$ _____
Retirement, Pension, etc., per Employee, if applicable	\$ _____
Chemicals, Supplies, Equipment Depreciation	\$ _____
Contractor's Overhead, two (2) Project Managers, three (3) non-working Supervisors pay, Profit, etc.	\$ _____
Other	\$ _____
Total Labor Rate, Per Hour, Billed to Tarrant County (Estimated Annual Hours = 100,114)	\$ _____

NOTE: TARRANT COUNTY RESERVES THE RIGHT TO AUDIT CONTRACTOR'S PAYROLL RECORDS.

**NO SUBCONTRACTING ALLOWED.
NO INDEPENDENT CONTRACTORS.**

THE ORIGINAL AND FIVE (5) COPIES OF THIS FORM MUST BE RETURNED WITH BID!

ANNUAL CONTRACT FOR JANITORIAL SERVICES

**BID PROPOSAL
SECTION I – BID PRICING**

4. Itemize all costs associated with your hourly Janitorial Staff Employee rate for buildings in Group 2 with two (2) Project Managers.

**SUMMARY OF LABOR COST PER HOUR
BILLED TO TARRANT COUNTY**

Direct Wages to Employee (minimum of \$8.76)	\$ _____
Holiday pay for Janitorial Staff and Project Managers performing work or supervision under Tarrant County contract (12 holidays per year). Holiday pay will not be directly billed to Tarrant County and must be included in the per hour labor rate that is billed to Tarrant County.	\$ _____
Federal, State Unemployment Tax, FICA, Medical Tax on Employee	\$ _____
Workers' Compensation and General Liability on Employee	\$ _____
Medical, Dental, Life Insurance, per Employee, if applicable	\$ _____
Retirement, Pension, etc., per Employee, if applicable	\$ _____
Chemicals, Supplies, Equipment Depreciation	\$ _____
Contractor's Overhead, two (2) Project Managers, Profit, etc.	\$ _____
Other	\$ _____
Total Labor Rate, Per Hour, Billed to Tarrant County (Estimated Annual Hours = 23,935.5)	\$ _____

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ANNUAL CONTRACT FOR JANITORIAL SERVICES

**BID PROPOSAL
SECTION I – BID PRICING**

5. **ADDITIONAL SERVICES:** Itemize all costs associated with your hourly **Maintenance Technician** (described in Section V. D. of Technical Specifications) rate for buildings in **Group 1.**

**SUMMARY OF LABOR COST PER HOUR
BILLED TO TARRANT COUNTY**

Direct Wages to Employee (minimum of \$10.30)	\$ _____
Holiday pay for Maintenance Technician performing work under Tarrant County contract (12 holidays per year). Holiday pay will not be directly billed to Tarrant County and must be included in the per hour labor rate that is billed to Tarrant County.	\$ _____
Federal, State Unemployment Tax, FICA, Medical Tax on Employee	\$ _____
Workers' Compensation and General Liability on Employee	\$ _____
Medical, Dental, Life Insurance, per Employee, if applicable	\$ _____
Retirement, Pension, etc., per Employee, if applicable	\$ _____
Chemicals, Supplies, Equipment Depreciation	\$ _____
Contractor's Overhead, Profit, etc.	\$ _____
Other	\$ _____
Total Labor Rate, Per Hour, Billed to Tarrant County (Estimated Annual Hours = 13,994)	\$ _____

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ANNUAL CONTRACT FOR JANITORIAL SERVICES

**BID PROPOSAL
SECTION I – BID PRICING**

6. **ADDITIONAL SERVICES.** Itemize all costs associated with your hourly **Maintenance Technician** (described in Section V. D. of Technical Specifications) rate for buildings in **Group 2.**

**SUMMARY OF LABOR COST PER HOUR
BILLED TO TARRANT COUNTY**

Direct Wages to Employee (minimum of \$10.30)	\$ _____
Holiday pay for Maintenance Technician performing work under Tarrant County contract (12 holidays per year). Holiday pay will not be directly billed to Tarrant County and must be included in the per hour labor rate that is billed to Tarrant County.	\$ _____
Federal, State Unemployment Tax, FICA, Medical Tax on Employee	\$ _____
Workers' Compensation and General Liability on Employee	\$ _____
Medical, Dental, Life Insurance, per Employee, if applicable	\$ _____
Retirement, Pension, etc., per Employee, if applicable	\$ _____
Chemicals, Supplies, Equipment Depreciation	\$ _____
Contractor's Overhead, Profit, etc.	\$ _____
Other	\$ _____
Total Labor Rate, Per Hour, Billed to Tarrant County (Estimated Annual Hours = 1,992)	\$ _____

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