



January 24, 2020

Re: 20RFP0102C-MH, Janitorial Services for the Wolf Creek Amphitheater

Dear Proposers:

Attached is one (1) copy of Addendum 1, hereby made a part of the above-referenced Request for Proposal (RFP).

Except as provided herein, all terms and conditions in the RFP referenced above remain unchanged and in full force and effect.

Sincerely,

Mark Hawks

Mark Hawks,
Chief Assistant Purchasing Agent

Project #20RFP0102C-MH, Janitorial Services for the
Wolf Creek Amphitheater
January 24, 2020
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This Addendum forms a part of the contract documents and **modifies** the original RFP documents as noted below:

Questions and Answers (see attached)

Bid Form (See Attached)

ACKNOWLEDGEMENT OF ADDENDUM NO.1

The undersigned Proposer acknowledges receipt of this Addendum by returning one (1) copy of this form with the RFP submittal package to the Department of Purchasing & Contract Compliance, Fulton County Public Safety Building, 130 Peachtree Street, S.W., Suite 1168, Atlanta, Georgia 30303 by the bid due date and time Friday, January 31, 2020 by 11:00 A.M.

This is to acknowledge receipt of Addendum No. 1, _____ day of _____, 2020.

Legal Name of Bidder

Signature of Authorized Representative

Title

Questions and Answers

Question #1. What is the average attendance per event?

Answer: The average attendance for WCA for the 2019 season was 3,976.

Question #2 How many restrooms and stalls are located on the site?

Answer: There are two sets of restrooms; one set is located in the upper atrium (the Wolf Den) and the other in the lower bowl of the Amphitheater to the right of the stage. In the Wolf Den in the women's restroom there are 42 stall and 14 sinks. In the men's restroom there are 14 urinals, 8 stalls, and 9 sinks. In the lower bowl, in the women's restroom there are 14 stalls and 8 sinks. In the men's restroom there are 3 stalls, 3 urinals, and 4 sinks.

Question #3. What is the capacity of the Amphitheater?

Answer: The capacity for the Amphitheater is 5,980.

Question #4. How many trashcans and dumpsters are located onsite?

Answer: There are approximately 51 trashcans and 2 large dumpsters.

Question #5. Who will provide shirts or uniforms for the winning vendor?

Answer: The winning vendor will have shirts provided by Wolf Creek management for their staff to wear during events. If the janitorial is performing duties pre or post event, their staff members must wear company clothing with logos.

Question #6. Who will supply materials and labor for this project?

Answer: The vendor must supply all materials, equipment, labor, and supplies necessary to performing the work for this project.

Question #7. Will there be any pressure washing services needed?

Answer: Yes. The façade of the Wolf Creek management office needs to be pressure washed and it shall happen once; in early April. The reserved row seats need to be pressure washed and this shall happen once; in late March. The stage will need to be pressure washed periodically; a minimum of 10 times throughout the season, a maximum of 20 times. Pressure washing is in the cost sheet.

Question #8. What is the frequency for cleaning of the offices?

Answer: The offices will be cleaned once a week, beginning as soon as the janitorial contract is awarded to the winning bidder.

Question #9. Do you have a staffing plan for the restrooms and trash cans?

Answer: We need each bidder to formulate their own plan.

Question #10. What is the Square footage of: Bathrooms

- Male and Female
- Top and Bottom

Answer: That information is not readily available.

BID FORM

Submitted To: Fulton County Government

Submitted By: _____

For: # **Janitorial Services for the Wolf Creek Amphitheater**

Submitted on _____, 2020.

The undersigned, as Bidder, hereby declares that the only person or persons interested in the Bid as principal or principals is or are named herein and that no other person than herein mentioned has any interest in this Bid or in the Contract to be entered into; that this Bid is made without connection with any other person, company or parties making a Bid; and that it is in all respects fair and in good faith without collusion or fraud.

The Bidder further declares that he has examined the site of the work and informed himself fully in regard to all conditions pertaining to the place where the work is to be done; that he has examined the Drawings and Specifications for the work and contractual documents relative thereto, and has read all instructions to Bidders and General Conditions furnished prior to the openings of bids; that he has satisfied himself relative to the work to be performed.

The Bidder proposes and agrees, if this Bid is accepted, to contract with the Board of Commissioners of Fulton County, Atlanta, Georgia, in the form of contract specified, to furnish all necessary materials, equipment, machinery, tools, apparatus, means of transportation and labor necessary, and to complete the construction of the work in full and complete accordance with the shown, noted, and reasonably intended requirements of the Specifications and Contract Documents to the full and entire satisfaction of the Board of Commissioners of Fulton County, Atlanta, Georgia, with a definite understanding that no money will be allowed for extra work except as set forth in the attached General Conditions and Contract Documents for the following prices.

THE BASE BID IS THE AMOUNT UPON WHICH THE BIDDER WILL BE FORMALLY EVALUATED AND WHICH WILL BE USED TO DETERMINE THE LOWEST RESPONSIBLE BIDDER.

The base bid may not be withdrawn or modified for a period of sixty (60) days following the receipt of bids.

BASE BID AMOUNT (Total of Group A + B + C) from the initial term:

\$ _____
(Dollar Amount In Numbers)

(Dollar Amount in Words)

The Bidder agrees hereby to commence work under this Contract, with adequate personnel and equipment, on a date to be specified in a written "Notice to Proceed" from the County.

The Bidder declares that he understands that the quantities shown for the unit prices items are subject to either increase or decrease, and that should the quantities of any of the items of work be increased, the Bidder proposes to do the additional work at the unit prices stated herein; and should the quantities be decreased, the Bidder also understands that payment will be made on the basis of actual quantities at the unit price bid and will make no claim for anticipated profits for any decrease in quantities; and that actual quantities will be determined upon completion of work, at which time adjustments will be made to the contract amount by direct increase or decrease.

PRICING SCHEDULE

There are three (3) pricing lines for each group. The first line is for an initial term and the other two lines are for the 1st and 2nd renewal.

Adjustments will be made for changes in cleanable square footage (additions or subtractions) requested by the County Contract Administrator or designee.

Bidders must place an entry in each block for each group they wish to bid on.

COST PROPOSAL SHEET

There are three (3) pricing lines for each group as follows:

- Initial Term
- 1st Renewal term (12 months)
- 2nd Renewal term (12 months)

GROUP A COST PROPOSAL SHEET

GROUP A – Wolf Creek Amphitheater & Sky Box

Initial Term

Wolf Creek Amphitheater & Skyboxes		Cost Per Sq. Ft. (1)	Monthly Cost (2)	Term-12 Months (3)	Annual Cost (1 x 2 x3)
Total Sq. Ft	26,944				
Cleanable Sq. Ft.	22,633	\$	\$	12	\$
TOTAL COSTS FOR JANITORIAL SERVICES (A)					\$

Group B - (Event Staff)

Facility Name	Daily Hours	Cost Per Hour	Cost Per Event (Daily Hours x Cost Per Hour)
Wolf Creek Amphitheater & Skyboxes (B)	Estimated 160	\$	\$

Group C – Pressure Washing

(C)	Quantity	Price of Each Wash	Total (Quantity X Price of Each Wash)
Pressure Washing	20	\$	\$

Total equals Group A + B + C: \$ _____

Wolf Creek events are seasonal. The entire venue will require cleaning after each scheduled event. The venue will also require contractual periodic cleaning in accordance with established cleaning schedules throughout the year. Wolf Creek Amphitheater Events will be billed separately and invoiced after each scheduled event

Wolf Creek events are seasonal. Opening and closing hours will depend upon the scheduled event and may change during the season. There are approximately 20 or more events each season. It will approximately take a minimum of 15 or more employees working 8 hours each to support each event. Please be advised that the number of personnel may be increased or decreased at the discretion of the County to meet established funding policies and/or procedures. Wolf Creek Amphitheater Events will be billed separately and invoiced after each scheduled event.

GROUP A COST PROPOSAL SHEET

GROUP A – Wolf Creek Amphitheater & Sky Box

1st Renewal

Wolf Creek Amphitheater & Skyboxes		Cost Per Sq. Ft. (1)	Monthly Cost (2)	Term-12 Months (3)	Annual Cost (1 x 2 x3)
Total Sq. Ft	26,944				
Cleanable Sq. Ft.	22,633	\$	\$	12	\$
TOTAL COSTS FOR JANITORIAL SERVICES (A)					\$

Group B - (Event Staff)

Facility Name	Daily Hours	Cost Per Hour	Cost Per Event (Daily Hours x Cost Per Hour)
Wolf Creek Amphitheater & Skyboxes (B)	Estimated 160	\$	\$

Group C – Pressure Washing

	Quantity	Price of Each Wash	Total (Quantity X Price of Each Wash)
Pressure Washing	20	\$	\$

Total equals Group A + B + C: \$ _____

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GROUP A COST PROPOSAL SHEET

GROUP A – Wolf Creek Amphitheater & Sky Box

2nd Renewal

Wolf Creek Amphitheater & Skyboxes		Cost Per Sq. Ft. (1)	Monthly Cost (2)	Term-12 Months (3)	Annual Cost (1 x 2 x3)
Total Sq. Ft	26,944				
Cleanable Sq. Ft.	22,633	\$	\$	12	\$
TOTAL COSTS FOR JANITORIAL SERVICES (A)					\$

Group B - (Event Staff)

Facility Name	Daily Hours	Cost Per Hour	Cost Per Event (Daily Hours x Cost Per Hour)
Wolf Creek Amphitheater & Skyboxes (B)	Estimated 160	\$	\$

Group C – Pressure Washing

	Quantity	Price of Each Wash	Total (Quantity X Price of Each Wash)
Pressure Washing	20	\$	\$

Total equals Group A + B + C: \$ _____

Wolf Creek events are seasonal. The entire venue will require cleaning after each scheduled event. The venue will also require contractual periodic cleaning in accordance with established cleaning schedules throughout the year. Wolf Creek Amphitheater Events will be billed separately and invoiced after each scheduled event

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The undersigned acknowledges receipt of the following addenda (list by the number and date appearing on each addendum) and thereby affirms that its Bid considers and incorporates any modifications to the originally issued Bidding Documents included therein.

ADDENDUM #	_____	DATED	_____
ADDENDUM #	_____	DATED	_____
ADDENDUM #	_____	DATED	_____
ADDENDUM #	_____	DATED	_____

BIDDER: _____

Signed by: _____
[Type or Print Name]

Title: _____

Business Address: _____

Business Phone: _____

Email Address: _____

Note: If the Bidder is a corporation, the Bid shall be signed by an officer of the corporation; if a partnership, it shall be signed by a partner. If signed by others, authority for signature shall be attached.

The full name and addresses of persons or parties interested in the foregoing Bid, as principals, are as follows:

Name	Address
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

END OF SECTION