

 <b>TRIDENT TECHNICAL COLLEGE</b>  <b>Invitation for Bid</b> <b>Amendment #1</b>	Solicitation Number 081921-910-51905-09/21/21 Date Printed 09/10/21 Date Issued 09/10/21 Procurement Officer Carol Belcher Phone 843-574-6232 E-mail Address carol.belcher@tridenttech.edu
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DESCRIPTION: **Provide Janitorial Services for TTC Dorchester Campus**

*The Term "Offer" Means Your "Bid" or "Proposal".*

SUBMIT OFFER BY (Opening Date/Time): **09/22/21 @ 2:00 PM EDT** See "Deadline For Submission Of Offer" provision

QUESTIONS MUST BE RECEIVED BY: **Deadline Has Passed** See "Questions From Offerors" provision

NUMBER OF COPIES TO BE SUBMITTED: **1**

SUBMIT YOUR OFFER THROUGH THE FOLLOWING WEBSITE:

<https://tridenttech.bonfirehub.com/opportunities/private/514e06a37f2a1bf92cd511ac377f8907>

<b>CONFERENCE TYPE: DATE &amp; TIME:</b>	<b>LOCATION:</b>
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AMENDMENTS	This solicitation, and any amendments will be posted at the following web address: <a href="https://tridenttech.bonfirehub.com/opportunities/private/514e06a37f2a1bf92cd511ac377f8907">https://tridenttech.bonfirehub.com/opportunities/private/514e06a37f2a1bf92cd511ac377f8907</a>
AWARD	Award will be posted at the Physical Address stated above on <b>09/28/21</b> . Awards will be posted at the following web address: <a href="https://www.tridenttech.edu/about/departments/proc/ttc_awapost.htm">https://www.tridenttech.edu/about/departments/proc/ttc_awapost.htm</a>

You must submit a signed copy of this form with Your Offer. By submitting a bid or proposal, You agree to be bound by the terms of the Solicitation. You agree to hold Your Offer open for a minimum of thirty (30) calendar days after the Opening Date.

NAME OF OFFEROR (Full legal name of business submitting the offer)		OFFEROR'S TYPE OF ENTITY: (Check one)
AUTHORIZED SIGNATURE  (Person signing must be authorized to submit binding offer to enter contract on behalf of Offeror named above.)		<input type="checkbox"/> Sole Proprietorship
		<input type="checkbox"/> Partnership
TITLE (Business title of person signing above)		<input type="checkbox"/> Corporation (tax-exempt)
		<input type="checkbox"/> Corporate entity (not tax-exempt)
PRINTED NAME (Printed name of person signing above)		<input type="checkbox"/> Government entity (federal, state, or local)
		<input type="checkbox"/> Other (See "Signing Your Offer" provision.)
DATE SIGNED		

Instructions regarding Offeror's name: Any award issued will be issued to, and the contract will be formed with, the entity identified as the offeror above. An offer may be submitted by only one legal entity. The entity named as the offeror must be a single and distinct legal entity. Do not use the name of a branch office or a division of a larger entity if the branch or division is not a separate legal entity, *i.e.*, a separate corporation, partnership, sole proprietorship, etc.

STATE OF INCORPORATION (If Offeror is a corporation, identify the state of Incorporation.)

TAXPAYER IDENTIFICATION NO.  
(See "Taxpayer Identification Number" provision)

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**(Return Page Two with Your Offer)**

HOME OFFICE ADDRESS (Address for offeror's home office / principal place of business)	NOTICE ADDRESS (Address to which all procurement and contract related notices should be sent.) (See "Notice" clause)  _____ Address  _____ Area Code – Number – Extension                      Facsimile  _____ E-mail Address
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PAYMENT ADDRESS (Address to which payments will be sent.) (See "Payment" clause)   _____ Payment Address same as Notice Address <b>(check only one)</b> _____ Payment Address same as Home Office Address	ORDER ADDRESS (Address to which purchase orders will be sent) (See "Purchase Orders and "Contract Documents" clauses)   _____ Order Address same as Home Office Address _____ Order Address same as Notice Address <b>(check only one)</b>
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**ACKNOWLEDGMENT OF AMENDMENTS**  
 Offerors acknowledges receipt of amendments by indicating amendment number and its date of issue. (See "Amendments to Solicitation" Provision)

Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date

DISCOUNT FOR PROMPT PAYMENT (See "Discount for Prompt Payment" clause)	10 Calendar Days (%)	20 Calendar Days (%)	30 Calendar Days (%)	_____ Calendar Days (%)
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**PREFERENCES - A NOTICE TO VENDORS (SEP. 2009):** On June 16, 2009, the South Carolina General Assembly rewrote the law governing preferences available to in-state vendors, vendors using in-state subcontractors, and vendors selling in-state or US end products. This law appears in Section 11-35-1524 of the South Carolina Code of Laws. A summary of the new preferences is available at [www.procurement.sc.gov/preferences](http://www.procurement.sc.gov/preferences). ***ALL THE PREFERENCES MUST BE CLAIMED AND ARE APPLIED BY LINE ITEM, REGARDLESS OF WHETHER AWARD IS MADE BY ITEM OR LOT. VENDORS ARE CAUTIONED TO CAREFULLY REVIEW THE STATUTE BEFORE CLAIMING ANY PREFERENCES. THE REQUIREMENTS TO QUALIFY HAVE CHANGED. IF YOU REQUEST A PREFERENCE, YOU ARE CERTIFYING THAT YOUR OFFER QUALIFIES FOR THE PREFERENCE YOU'VE CLAIMED. IMPROPERLY REQUESTING A PREFERENCE CAN HAVE SERIOUS CONSEQUENCES.*** [11-35-1524(E)(4)&(6)]

**PREFERENCES - ADDRESS AND PHONE OF IN-STATE OFFICE:** Please provide the address and phone number for your in-state office in the space provided below. An in-state office is necessary to claim either the Resident Vendor Preference (11-35-1524(C)(1)(i)&(ii)) or the Resident Contractor Preference (11-35-1524(C)(1)(iii)). Accordingly, you must provide this information to qualify for the preference. An in-state office is not required, but can be beneficial, if you are claiming the Resident Subcontractor Preference (11-35-1524(D)).

\_\_\_\_\_ In-State Office Address same as Home Office Address  
 \_\_\_\_\_ In-State Office Address same as Notice Address **(check only one)**

Bidders shall acknowledge receipt of this Amendment prior to date and time specified in the solicitation, or as amended, by one of the following methods: (1) by signing and uploading the Amendment into Bonfire, or (2) by submitting a bid that indicates in some way that the bidder received the amendment. Failure of your acknowledgement to be received at the issuing office prior to date and time specified may result in rejection of your offer. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by removing your original submission and uploading a revised submission prior to the opening hour and date specified.

**The college will not accept faxed, emailed, or printed amendments.**

THE SOLICITATION IS AMENDED AS PROVIDED HEREIN. INFORMATION OR CHANGES RESULTING FROM QUESTIONS WILL BE SHOWN IN A QUESTION-AND-ANSWER FORMAT. ALL QUESTIONS RECEIVED HAVE BEEN REPRINTED BELOW. THE "STATE'S RESPONSE" SHOULD BE READ WITHOUT REFERENCE TO THE QUESTIONS. THE QUESTIONS ARE INCLUDED SOLELY TO PROVIDE A CROSS-REFERENCE TO THE POTENTIAL OFFEROR THAT SUBMITTED THE QUESTION. QUESTIONS DO NOT FORM A PART OF THE CONTRACT; THE "STATE'S RESPONSE" DOES. ANY RESTATEMENT OF PART OR ALL OF AN EXISTING PROVISION OF THE SOLICITATION IN AN ANSWER DOES NOT MODIFY THE ORIGINAL PROVISION EXCEPT AS FOLLOWS: UNDERLINED TEXT IS ADDED TO THE ORIGINAL PROVISION. STRICKEN TEXT IS DELETED.

Except as provided herein all terms and conditions of the document referenced as heretofore changed remain unchanged and in full force and effect.

Solicitation #: **081921-910-51905-09/21/21**

Title: **Provide Janitorial Services for TTC Dorchester Campus**

Is hereby amended as follows:

**Changes not related to questions:**

On page 17, Section III. Scope of work delete the following stricken information:

Contractor is to supply all labor, materials, equipment, supervision and supplies necessary to provide afternoon janitorial services ~~and day porter services~~ to maintain institutional offices, classrooms, labs, break rooms, conference rooms, restrooms, foyers, hallways and related building spaces in accordance with the terms, conditions and specifications included herein:

On page 18, Section III. Scope of work **delete** the following stricken information:

~~Day porter hours: Monday – Friday 10:00AM – 2:00PM~~

On page **18**, Section III. Scope of work, Cleaning Contract Specifications, **delete** the following stricken information:

**Day Porters**

~~Day porters shall perform custodial duties on a daily basis including but not limited to:~~

**Primary tasks:**

1. Clean building entry ways of any debris, leaves, limbs, grass, litter, cigarette/cigar butts and dispose of the collected items in trash dumpster in the rear of the building as often as necessary throughout the day.
2. Clean and disinfect all tables, counters, sinks in staff and student breakrooms at a minimum of 3 times a day, mid-morning, lunch time and mid-afternoon.
3. Empty all trash and recyclables and place them in the dumpster in the rear of the building. Clean and disinfect trash and recycling containers and lids.
4. Service all restrooms as necessary through the day including but not limited to: replenish all paper products and soap in dispenser, clean and disinfect all mirrors, sinks, faucets, counters, toilets, urinals, paper product dispensers, soap dispensers, sanitary napkin receptacles, partitions, doors and floors, empty sanitary napkin receptacles. Restrooms must be serviced to disinfect and maintain a clean and tidy appearance. Remove any graffiti.
5. Remove and dispose of all trash around the entrances and exits to the building.
6. Remove cobwebs throughout buildings.
7. Clean and disinfect all water fountains one in the morning and once in the afternoon.
8. Clean all interior and exterior door glass, surrounding glass and all viewing glass/plexi-glass to be free of hand prints, smudges, marks and smears, dust, and dirt. Clean plexiglass sneeze guard in lobby with non-ammoniated glass cleaner.
9. Clean and disinfect tables, counters and hard surfaced furnishings throughout the building along with desks in the open classroom space in the center of the building.
10. Clean and disinfect all doors, door knobs, door handles, crash bars, door frames and door moldings and all touch points throughout the building.
11. Clean and disinfect all telephones in building hallways and common areas for public use.
12. Replenish hand sanitizer dispenser with appropriate hand sanitizer when the dispenser is less than  $\frac{3}{4}$  full. Dispensers should not be less than  $\frac{3}{4}$  full at all times.
13. Clean and disinfect all light switch plates.
14. Clean, disinfect and polish all chrome and metal hardware and fixtures.
15. Clean walls of all dirt, markings and dust.
16. Dust pictures, walls, bookshelves, cabinets, furnishings, lights and blinds as needed.
17. Respond to any cleaning related issues throughout the day.
18. Other duties as assigned.

On page 20, Section III. Scope of work, Additional Specifications, **delete** the following stricken information:

5. Contractor shall supply all supplies, products and equipment needed to perform cleaning as specified including all paper products specified below, all soap specified below, all hand sanitizer refills as specified below, and all bags for sanitary napkin receptacles. Contractor shall provide and use only cleaning supplies specified below. These items will fit in the existing dispensers.
  - Toilet paper ... LoCor #26824
  - Paper Towels ... Cascade Pro perform #T115B
  - Hand soap ... Purell Healthy Soap #5213-02 2000 ml size
  - Hand Sanitizer ... Healthcare Advanced Hand Sanitizer Foam # 5053-02

**Changes related to questions:**

**Q-1:** What is the estimated daily foot traffic (e.g., students, faculty, other) at the campus? This information is important to estimate the monthly usage of consumable supplies

**A-1: States Response. No Change.** The foot traffic at the campus will vary by semester. Since this is a new campus and its first term open, we do not have an estimated foot traffic at this time.

**Q-2:** What is the estimated count of trash cans at the campus? This information is important to estimate monthly can liner usage.

**A-2: States Response. Change.** The number of trash cans at the campus may vary. TTC day porters will be emptying trash cans and providing the can liners. See above, changes not related to questions. All Day Porter responsibilities have been deleted from the solicitation scope of work.

**Q-3:** All floor work detailed in the scope of work should be included in the monthly contract price, correct?

**A-3: States Response. No Change.** Yes, all floor work detailed in the scope of work should be included in the monthly contract price.

**Q-4:** The RFQ states the award period will be 10/2021 – 9/2026. Is it best to provide pricing for 1 year only or break it up with standard contract price increases for 1y, 3y and 5y?

**A-4: States Response. No Change.** Provide pricing for 1 year in the Bid Table located in the Bonfire online bidding portal. For the subsequent years, the below price adjustment clauses will apply.

See page 30, VII. B. **Terms and Conditions – Special PRICE ADJUSTMENT - LIMITED -- AFTER INITIAL TERM ONLY** and **PRICE ADJUSTMENTS – LIMITED BY CPI “All Items”**.

**PRICE ADJUSTMENT - LIMITED -- AFTER INITIAL TERM ONLY (JAN 2006):** Upon approval of the Procurement Officer, prices may be adjusted for any renewal term. Prices shall not be increased during the initial term. Any request for a price increase must be received by the Procurement Officer at least ninety (90) days prior to the expiration of the applicable term and must be accompanied by sufficient documentation to justify the increase. If approved, a price increase becomes effective starting with the term beginning after approval. A price increase must be executed as a change order. Contractor may terminate this contract at the end of the then current term if a price increase request is denied. Notice of termination pursuant to this paragraph must be received by the Procurement Officer no later than fifteen (15) days after the Procurement Officer sends contractor notice rejecting the requested price increase.

**PRICE ADJUSTMENTS – LIMITED BY CPI “All Items” (JAN 2006):** Upon request and adequate justification, the Procurement Officer may grant a price increase up to, but not to exceed, the unadjusted percent change for the most recent 12 months for which data is available, that is not subject to revision, in the Consumer Price Index (CPI) for all urban consumers (CPI-U), “all items” for services, as determined by the Procurement Officer. The Bureau of Labor and Statistics publishes this information on the web at [www.bls.gov](http://www.bls.gov).

**Q-5:** On the online bidding, we just need to know the format that this is to be delivered.

**A-5: States Response. No Change.** Instructions for submitting your pricing is provided on the instructions tab of the BidTable downloaded from Bonfire. Upload the remaining documents required in .pdf format in the Bonfire portal.

**Q-6:** The contract scope says that evening cleaning hours will vary based on class schedule. How much advanced notice will we be provided? Is the 5:30pm cut off time Mon, Wed and Friday for the entire facility or just the spaces being used? Same question for Tuesday and Thursday at 8pm?

**A-6: States Response. No Change.** The college will provide the class schedule for each term as soon as it is available. The daily cut-off time provided is the cut-off time for the entire facility.

**Q-7:** On the contract scope for monthly services; is the requirement that we machine scrub the floors or provide tile and grout cleaning?

**A-7: States Response. No Change.** The monthly requirement for the restroom floors is to scrub the floors to clean them and to clean the grout lines.

**Q-8:** On the contract scope for semi-annual services; to what height are we expected to clean the light fixtures? The industry standard is around 12 feet and we just need to verify the expectation.

**A-8: States Response. No Change.** All light fixtures are to be cleaned that are hanging from the ceiling regardless of height.

**Q-9:** Will there be one annual purchase order, one per contract or will we have to get a new purchase order each month?

**A-9: States Response. No Change.** Purchase orders will be issued on an annual basis at the beginning of each contract term.

**Q-10:** What licenses are required to be considered?

**A-10: States Response. No Change.** Contractor must maintain all licenses as stated in Clause titled "Licenses and Permits (Jan 2006)". Additionally, Contractor must meet qualifications stated in below clause titled "Qualifications – Special Standards of Responsibility."

See page 21, V. Qualifications.      **QUALIFICATIONS - SPECIAL STANDARDS OF RESPONSIBILITY**

**QUALIFICATIONS - SPECIAL STANDARDS OF RESPONSIBILITY (MAR 2015):** (a) This section establishes special standards of responsibility. **UNLESS YOU POSSESS THE FOLLOWING MANDATORY MINIMUM QUALIFICATIONS, DO NOT SUBMIT AN OFFER:**

**Offer must currently be in the commercial janitorial services business. (Complete the certification on the bidding schedule)**