



PRINCE GEORGE'S
COMMUNITY COLLEGE

**PRINCE GEORGE'S COMMUNITY COLLEGE
OFFICE OF PROCUREMENT AND CONTRACTING**

301 LARGO ROAD, LARGO MARYLAND 20774-2199
PHONE: 301-322-0641/ FAX: 301-808-0381

**Solicitation: IFB #15-01
"BUILDING MAINTENANCE AND CUSTODIAL SERVICE FOR
THE WESTPHALIA TRAINING CENTER (WTC)"**

**Addendum No. 1
Issued: Friday, August 1, 2014**

Addendum No.1 is hereby issued by PGCC Web posting. Except as modified below, the Invitation for Bid ("IFB") remains unchanged.

Item #1

Bidders are required to submit one (1) original and two (2) copies of their proposal in a sealed envelope bearing the IFB number, title, and name and address of the bidder on the outside of the envelope.

Item #2

Page 8 of the IFB has been revised and is included as Attachment A to this Addendum.

Item #3

Bid Sheet: Delete the original bid sheet (page 13) in its entirety and replace with the revised bid sheet included as Attachment B to this Addendum.

Item #4

Sign-In Sheet: The sign-in sheet and business cards from the site visit are included as Attachment C to this Addendum.

The Bidder must acknowledge the respective Addendum on the Bid Form

-End of Addendum No. 1-

Addendum No. 1
ATTACHMENT A

2. All tiled (VTC) area floors are to be fully and completely stripped and resurfaced. Work to include applying four (4) coats of sealer and four (4) coats of finish, burnishing between each coat of applied finish.

ANNUAL TASKS

The Contractor shall perform the following full custodial services annually:

1. Provide full and complete sanitize rinse extraction of all carpeted areas.
2. Complete power foaming disinfection of all restroom walls and fixtures.
3. The Contractor shall make a daily check of the log-in book for special request(s) from the Westphalia Site Supervisor.
4. Upon start of contract, the Contractor shall be responsible for the initial deep cleaning of all carpeted areas.

OPTIONAL SERVICES

The Contractor may be required to provide steam cleaning of carpeted areas up to two (2) times per year, as requested by the college.

CONTRACT TERMS AND DURATION

1. Any contract resulting from this I.F.B will require services to be completed during the college's fiscal year 2015, with a start date of September 2, 2014, and an end date of June 30, 2015. The college reserves the right to renew the contract after fiscal year 2015 with an option to continue up to two additional years, subject to the quality of work and service provided in the previous year being satisfactory to the college. (*Note: Each of the college's fiscal years are from July 1st – June 30th*). The contract may be terminated by the college after fiscal year 2015 by providing thirty (30) days written notice to the contractor of its intention to terminate.
2. The Westphalia Training Center (WTC) is subject to closing for two (2) weeks during the college's Winter break and one (1) week during the college's Spring break. In addition, the college is closed during some holidays, and building maintenance and custodial services will not be required during these times. Closing dates will be determined by the college.
3. All work is to be performed in a neat and professional workmanlike manner, subject to the approval of the Director of Facilities Management and site inspections by the Site Supervisor at the Westphalia Training Center (WTC).
4. The successful Contractor is required to furnish a Certificate of Liability Insurance to the Office of Procurement and Contracting prior to award of contract.

Addendum No. 1
ATTACHMENT B

I. F. B. #15-01

BID SHEET

BUILDING MAINTENANCE AND CUSTODIAL SERVICE FOR WESTPHALIA TRAINING CENTER (WTC)	
MONTHLY COST FOR DAILY TASKS (per month)	\$
MONTHLY COST FOR WEEKLY TASKS (per month)	\$
MONTHLY COST FOR BI-WEEKLY TASKS (per month)	\$
COST FOR MONTHLY TASKS (per month)	\$
COST FOR ANNUAL TASKS (per year)	\$
OPTIONAL SERVICES: CARPET STEAM CLEANING (two times per year)	\$
TOTAL BID AMOUNT FOR FY15	\$

SEPT. 2, 2014 - JUNE 30, 2015 (10 months) FY15 \$ _____/Year 1

JULY 1, 2015 - JUNE 30, 2016 (12 months)
Year 2 – FY16 \$ _____/Optional

JULY 1, 2016 - JUNE 30, 2017 (12 months)
Year 3 – FY17 \$ _____/Optional

PRINT NAME

SIGNATURE

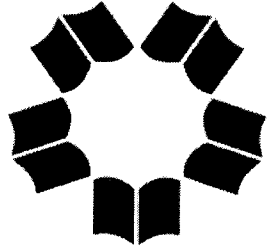
TITLE

FIRM

PHONE NUMBER

EMAIL

Addendum No. 1
ATTACHMENT C



PRINCE GEORGE'S COMMUNITY COLLEGE

INVITATION FOR BID #15-01

BUILDING MAINTENANCE AND CUSTODIAL SERVICE FOR THE WESTPHALIA TRAINING CENTER (WTC)

Pre-Bid Conference/Site Visit
July 30, 2014

Sign-in Sheet

1. Name: KATOSHIA FORD Phone: 301 322 4006
Company: FORD MANAGEMENT SERVICES
Email Address: kford@fordmanagementsvcs.com
2. Name: Nicholas Newman Phone: 240-354-8428
Company: JANIKING Commercial Cleaning
Email Address: JANIKINGSERVICE@gmail.com
3. Name: JAMES Robinson Phone: 240-603-5998
Company: Clean 2 Perfection
Email Address: ~~JAMES.ROBINSON@CLEAN2PERFECTION.COM~~ Phyllis Actptfservices
4. Name: Julie Greaf Phone: 571-337-4332
Company: Cavalier Services
Email Address: jgreaf@cavalierservices.com

- 5. Name: ANDRE-FRANKIE WASHINGTON Phone: 240-350-2943
 Company: CLEAN 2 PERFECTION
 Email Address: phyllis@ctpffservices.com

- 6. Name: Kim Holloway Phone: 301-429-0595
 Company: Anago Cleaning Systems
 Email Address: Kim@anagoc.com

- 7. Name: FRANCES CARTWRIGHT Phone: 410-913-4602
 Company: L + G EXCLUSIVE CLEANING SERVICES, INC
 Email Address: lgexclusivecleaning@yahoo.com

- 8. Name: DARYL FLOOD Phone: 202-704-5976
 Company: ONE Family Group, LLC
 Email Address: DARYL.FLOOD@AOL.COM

- 9. Name: _____ Phone: _____
 Company: _____
 Email Address: _____

- 10. Name: _____ Phone: _____
 Company: _____
 Email Address: _____

- 11. Name: _____ Phone: _____
 Company: _____
 Email Address: _____

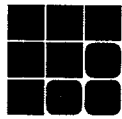
- 12. Name: _____ Phone: _____
 Company: _____
 Email Address: _____



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