



ADDENDUM #2

FOR

REQUEST FOR BID

FOR

JANITORIAL SERVICES

March 1, 2024

Bids Due: March 11, 2024 at 10:00am

Bishop International Airport
3425 West Bristol Road
Flint, MI 48507

To: **All Potential Bidders**

From: Bishop International Airport Authority

Date: March 1, 2024

RE: Addendum #2 to Bishop International Airport Authority Request for Bids for Janitorial Services

Questions were submitted and clarifications requested. All comments and questions were reviewed and considered. They are summarized below. If a question or clarification was requested and resulted in no change to the RFB, it is because the Airport Authority did not believe it was in its best interest to make the change.

Only addendum can change the RFB document. If applicable, text to be deleted within a particular Section is ~~crossed-out~~. Text to be added is shown in ***bold italics***. No explanations or interpretations made orally will be considered binding. No claim for additional compensation, due to lack of knowledge of the contents of this Addendum will be considered. Only that portion of the affected section is shown, all other portions remain unchanged.

*****ALL PROPOSERS ARE ADVISED THAT RECEIPT OF THIS ADDENDUM MUST BE DULY
ACKNOWLEDGED ON THE ACKNOWLEDGEMENT OF ADDENDA FORM*****

QUESTIONS/COMMENTS RECEIVED

Question 1. Could you please share the existing annual contract value and staffing?

The contract amount for Janitorial and Skycap Services in 2023 was \$339,960.00. This contract was executed in 2019. As the current contract includes skycap services and additional staffing requirements within the published Request for Bid (RFB), the staffing levels and staffing model for the existing contract will not correlate to the requirements in the RFB published on January 26, 2024.

Question 2. Is existing janitorial staff available for rebadging? Would contracting authority assist in this matter post contract award?

Hiring of personnel is at the discretion of the contractor. The Airport Authority does not participate in the selection and hiring of contractor employees. Contractor employees shall meet the security background requirements identified on page 13 of the RFB.

Question 3. Please describe collective bargaining/labor union scenario applicable to current facility management staff and expectations for this RFB.

There are no collective bargaining or union labor requirements by the Airport Authority for this contract.

Question 4. Please provide the current "Annual Cost of Consumables" with item-wise detailed quantity or annual consumption.

The Airport Authority does not have or maintain records of the quantity of consumption for consumables. The annual cost allocated to consumables in the contract years 2019-2023 was \$31,320.00.

Question 5. Any sub-contracting goals required for this RFB?

As identified on page 11 E.2. of the RFB document, the Airport Authority encourages use of Disadvantaged Business Enterprise (DBE) subcontractors. No specific goal has been identified for this service contract.

Question 6. Does the Airport provide Security fees for the selected candidate?

Security fees related to Contractor employee badging, including a required federal background investigation and fingerprinting, are listed on page 14 of the RFB. These fees will be owed to the Airport Authority by the Contractor at time of badging for employees.

Question 7. Can the Agency confirm whether we provide our equipment details in the RFB submission?

While not specified as a requirement to be included in the bid documents, bidders may include equipment details as they see appropriate.

Question 8. Under this we need to include details of the cleaning equipment also? Please clarify.

See answer to Question 7 above.

Question 9. What is the incumbent name and estimated budget?

Greater Flint Janitorial Services, Inc is currently providing Janitorial and Skycap Services at Bishop International Airport Authority. See Question 1 regarding current annual contract amount.

Question 10. Please share the names of the current vendors providing these services.

See Question 9 above.

Question 11. What is the budget for this bid? OR the estimated annual spending in the past under this contract for similar services.

See Question 1 above.

Question 12. Is there any challenge fulfilling the needs with the existing contracts for related services or any specific improvements you are looking for?

Attachments B and C to the RFB document identifies Standards and Schedule of Service. Focus should be placed on these services.

Question 13. How many vendors would be awarded?

It is expected that this bidding process results in one (1) contract awarded to a single vendor.

Question 14. Is there a preference for the local vendor?

Please see pages 6 and 7 detailing how the award will be determined.

Question 15. What is the email address to raise a FOIA request?

Information regarding FOIA requests can be found at <https://bishopairport.org/doing-business/doing-business-overview/fnt-business-opportunities/documents-forms-and-guidelines>.

*****End of Addendum No. 2*****

Sincerely,

A handwritten signature in cursive script that reads "Christopher Yeates".

Christopher Yeates, A.A.E.
Chief Operating Officer
Bishop International Airport