

STATE OF ALASKA ITB NUMBER: 2020-2000-4338

AMENDMENT NUMBER: Two (2)

RETURN THIS AMENDMENT TO THE ISSUING OFFICE AT:



Department of Corrections
Division of Administrative Services
Attn: Procurement Office
(802 3rd St., Suite 221, Douglas, AK 99824)
P.O. Box 112000
Juneau, Alaska 99811-2000

THIS IS NOT AN ORDER

DATE AMENDMENT ISSUED: January 30, 2020

ITB TITLE: Contract for the purchase of miscellaneous laundry, warewashing, janitorial chemicals, paper, plastic, and toiletries

- 1) **ITB OPENING DATE AND TIME: February 21st, 2020, Tuesday prior to 2:00PM Alaska Standard Time Changed from Feb 14th to Feb 21st**
- 2) **Condition #44**

44. REQUIRED REPORTS: The contractor(s) shall also furnish the State with quarterly reports during the term of the contract and any extension periods. Reports shall be submitted to the Contracting Officer within thirty (30) days of the end of the quarter.

- * First Quarter Report Due: March 31
- * Second Quarter Report Due: June 30
- * Third Quarter Report Due: September 30
- * Fourth Quarter Report Due: December 31

Reports shall list for each facility the total quantity and dollar volume of each contract line item purchased under any contract resulting from this bid.

The contractor(s) shall also furnish the State with bimonthly reports during the term of the contract and any extension periods. Reports shall be submitted to the Contracting Officer within thirty (30) days of the end of every second month. Reports will begin to be received starting May 1st (For the period of March 9th to April 30th) and continuing July 1st (for May 1st to June 30th), and so on. These reports shall list each laundry and warewashing machine (by facility), how many loads or racks were cleaned, what setting the machines were on, and the chemical concentration that was used. These reports must show the history of every load for the two month period. Reports shall also list the amount of janitorial chemicals that were consumed for the two month period and what concentrations were used for each chemical that is to be diluted

- 3) **Condition #56**

56. DISPENSING EQUIPMENT: All specified dispensers and related equipment shall be delivered, installed, and if required, removed at no additional cost to the State, on the units listed herein. Each facility (and any facility added to this contract in the future) reserves the right to require the contractor to install additional equipment should circumstances or volume of business warrant, or when additional/new machines are installed.

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The dispensing units will remain the property of the contractor. Parts books and maintenance manuals must be provided at the same time the equipment is delivered. There will be no additional cost for parts books or maintenance manual.

All arrangements for delivery and installation shall be made within ten (10) days after receipt of a Delivery Order unless a delay is requested by an individual facility. Arrangements are to be made at each facility with the designated agency contact person listed on the Delivery Order.

If there is currently equipment installed at a particular facility that does not belong to the successful bidder, the successful bidder will coordinate with the facility and the previous contractor to ensure equipment installation is done to assure the facility can function with uninterrupted service.

Dispensers for the laundry and warewashing shall have the capability to automatically dispense different concentrations of detergents and related chemicals based upon what cycle the washing machines are set to. These dispensers shall also have the ability to log which cycle is chosen for every load, how much chemical is dispensed per load, and how many total loads or racks have been washed. ~~For the janitorial chemicals, the dispensers shall distribute a pre-determined amount of chemical based on what size of container the chemical is being diluted into. These dispensers shall also log how many times the chemical is dispensed and how much chemical was dispensed for every time. For those chemicals that are not diluted but are dispensed, the dispenser shall also log how many times the chemical was dispensed and how much chemical was dispensed.~~

4) Method of Award (Page 3)

METHOD OF AWARD: Award will be made to the lowest responsive and responsible bidder by lot. In order to be considered responsive, bidders must bid on all items within each lot presented by this ITB for lots 3 through 6. In order to be considered responsive for lots 1 and 2, bidders must bid on each item that completes a cleaning system. Bidders have a choice of whether to bid with solid, liquid, or both cleaning chemicals. The bid schedule Summary page will determine if the lot is complete and the bid is responsive. ~~For lots 4, 5 and 6, the successful bidder will be the lowest responsive bidder, however, the lowest responsive bidder will have the option of accepting contract award or passing onto the next lowest responsive bidder. This is to encourage bidders to bid as if they will win all lots and be able to ship heavy chemicals with light paper and plastic products, but not be concerned about being stuck with pricing that is disadvantageous to them in the event that they do not win all of the lots.~~

5) Service Schedule (Page 14)

Service Schedule:

The successful bidder shall supply, at no additional cost to the State, adequate experienced personnel capable of and devoted to providing effective and efficient service as required to accomplish the requirements specified in this ITB.

*Service shall be provided at least once every 90 days at all Department of Corrections' facilities located within the Anchorage area (including Eagle River, Palmer, Sutton, Kenai, Wasilla and Seward), Fairbanks and Juneau. At no extra cost, individual facilities may set their own requirements for more frequent service arrangements (weekly, bimonthly, etc.).

Service for facilities located in outlying areas (Nome, Bethel and Ketchikan) shall be provided at least once every 120 days and the costs associated with these regular scheduled maintenance visits is to be included in the price of products purchased. Should it be necessary for these outlying facilities to place ~~unscheduled~~ service calls the contractor will be allowed to bill for actual airfare costs ~~if the emergency service is determined to be a responsibility of the inmates or of the state. If the emergency service is a result of faulty equipment or inadequate preventative maintenance, then the contractor will pay for their own airfare to fix the problem. The contractor must provide adequate evidence of damage and the determination of fault will be at the sole discretion of the state.~~ To receive reimbursement the contractor must submit a copy of the airfare ticket with their invoice. No charges other than coach class airfare will be reimbursed.

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6) Bid Schedule Lot 4 items 3 and 4

Example item 3 has a historical consumption of item number 850818 (26301). This product is universal and fits into a wide range of hardwound roll towel dispensers.

Example item 4 has a historical consumption of item number 850825 (26601). This product is universal and fits into a wide range of hardwound roll towel dispensers.

7) Barge season for outlying institutions (Nome and Bethel)

Standard procedure shall be to ship annual quantities during the barge season for outlying institutions such as in Nome and Bethel (AK). Shipping costs shall be included in the bid for this standard procedure. If these institutions require alternative shipping outside of barge season (such as by air), shipping costs may be billed to the institutions.

8) Pricing for solid detergents versus liquid detergents

In the bid schedule there is the option to provide a solid detergent or liquid detergent for each washing machine (laundry and warewashing). There is also the option to offer both solid and liquid for each machine. The bid schedule will automatically choose the least expensive option. If the other option is more than 5% higher in price per load and the machine is already set up to use the more expensive option, the vendor shall provide fully automated dispensers for the less expensive product.

9) Previously awarded ITB for chemical cleaning



DOC 154 Waxie
Current Renewal an

Total pages in Amendment #2 is 3

In order for your bid to be considered responsive, this amendment, in addition to your original bid, shall be received by the issuing office of the Department of Corrections prior to the bid opening.

Joshua Smith, Contracting Officer
Phone: (907) 465-3338
Fax: (907) 465-2006
joshua.smith2@alaska.gov

Name of the Company

Date

Signature

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