

**STATE OF ALASKA ITB NUMBER 250000002
AMENDMENT NUMBER 2**

RETURN THIS AMENDMENT TO THE ISSUING OFFICE AT:



Department of Military and
Veterans Affairs
Division of Administrative
Services
49000 Army Guard Road
JBER, AK 99505

THIS IS NOT AN ORDER

DATE AMENDMENT ISSUED: September 17, 2024

ITB TITLE: Camp Denali Janitorial Services

ITB OPENING DATE AND TIME: September 20, 2024, at 2:00 p.m. AKST.

The following changes/additions are required:

Question 1: 2.01, A, 2. - The contract scope currently includes both interior and exterior windows. B, 4. - Specifies removing all fingerprints and smudges from glass surfaces up to 7 feet. E, 5. - States that windows and glass should be washed both inside and outside.

If exterior windows are included, this will significantly increase the bid price. It is our understanding that the current janitorial provider does not include exterior window cleaning. Window cleaning services are typically handled by another different internal team, division, or subcontractor specializing in window cleaning. Exterior window cleaning also requires additional insurance for working at heights and is generally beyond the scope of a standard janitorial contract.

We recommend that exterior window cleaning, including both the inside and outside of exterior windows, be excluded from the scope. This will ensure that all bidders are pricing the project on an even playing field. Typically, entry way glass and interior glass surfaces such as relites and partition glass spot-cleaning are included in janitorial scopes, and this is the service we would prefer to bid on.

Answer 1: The only exterior windows to be cleaned will be those at entry ways/main entrances.

Question 2: Do you have estimated quantities of restroom/kitchen paper supplies required for the buildings outlined in this ITB?

Answer 2: Toilet Paper Dispensers: approximately 100. Paper Towel Dispensers: approximately 55.

Question 3: While we understand the requirement for the Contractor's supervisor to speak English (reference A.16), we respectfully request that the requirement for all employees to speak English (reference A.18) be waived from this ITB. A significant portion of the janitorial workforce in Alaska primarily speaks another language, typically Spanish. Removing this requirement from A.18 would likely result in more competitive bids, as non-English-speaking staff are more readily available and could help reduce costs

Answer 3: English speaking staff is a requirement due to multiple reasons; Supervisory staff are required to speak fluent English in the event communication between the Division is necessary to resolve deficiencies or issues with the contract. Additionally, in the event of a base wide emergency, we need to clearly communicate with those on this military installation to provide any necessary instructions.

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Question 4: What is the typical cost associated with submitting fingerprinting and obtaining security clearance? The ITB states that these costs shall be borne by the Contractor. Additionally, will this requirement apply to all Contractor staff?

Answer 4: All potential vendors are required to go through a background check with the 673rd JBER Security Forces. This may also require a thumbprint during this process. No costs will be incurred by the contractor for this process unless any additional background check is required.

Question 5: We assume that all work can be completed during evening hours, from 18:00 to 07:00 the following day. Please confirm if there are any cleaning requirements that must be performed during daytime hours.

Answer 5: Work must be substantially completed prior to 7:00am Alaska Time during the scheduled services days. Please note: some facilities may require the vendor to be there early because access may not be granted without the appropriate staff onsite to allow access to the vendor.

Question 6: The scope states that the Contractor shall be required to provide a schedule of manhours, and the number of employees needed to perform the work. However, Attachment 8 only requests a total monthly cost per location. Is this schedule requirement expected prior to or after award notification? Given that this is a fixed-price bid, we respectfully request that the requirement to submit a schedule and manhours be removed from the ITB.

Answer 6: These are two different requirements. Attachment 8 asks for associated costs to perform this contract monthly. A schedule of values, or a employee schedule, is required for documentation purposes for the division to track any potential concerns that may arise, including but not limited to: theft, deficiencies, etc.

Question 7: If possible, could floor plans be made available?

Answer 7: Floor plans will be provided to the awarded vendor. We cannot supply floorplans in the amendment due to security reasons.

Question 8: Will guest WiFi be made available to the Contractor? We are considering using equipment that requires WiFi access.

Answer 8: Yes, there is an SOA Guest WiFi network, however this is currently down and there is no timeline as to when this will be fixed.

Question 9: Sec. 1.02 Budget. States there is a budget between \$1,250,000 and \$1,400,000 for this contract. Is this budget annual or extended for the duration of the three-year contract?

Answer 9: The Not to Exceed amount is increased to \$1,650,000.00 for the full 5-year term, or \$330,000.00 annually. Bids above the threshold may be considered non-responsive.

Question 10: Are the exterior windows cleaning included in the contract beyond 7 feet? besides the twice a year window washing?

Answer 10: The only exterior windows to be cleaned will be those at entry ways/main entrances.

Question 11: First off, I know that the contract states semi-annual cleaning of the windows. Does that include all exterior windows because it looked like a few areas may require a lift.

Answer 11: The only exterior windows to be cleaned will be those at entry ways/main entrances.

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Question 12: We plan on having a team working with a company vehicle on-site. Could we keep the vehicle on-site for their use?

Answer 12: Work vehicles may be onsite during the workday however vehicles must be removed once the janitorial work is completed.

Question 13: Since this is a very quick turnaround, is October 1st a firm start date or is there a chance that it may be extended?

Answer 13: No, this is a firm date.

Question 14: If we are to keep large equipment on-site, are we limited to the storage closets that were shown during the walkthrough or are there more areas that DMVA would allow us to use?

Answer 14: The only areas in which supplies can be stored will be the custodial closets found in each facility.

Question 15: Could you share the vendor sign-in sheet with us?

Answer 15: Please see attached.

*Attachments:
Map
Sign-in sheet*

In order for your bid to be considered responsive for all items, this amendment, in addition to your original bid, must be received by the issuing office of the Division of Administrative Services prior to the time set for the bid opening.

Brandy L. Halverson
Procurement Officer
PHONE: (907) 428-7221
FAX: (907) 428-7229

NAME OF COMPANY

SIGNATURE

DATE

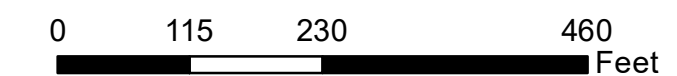


Location Map

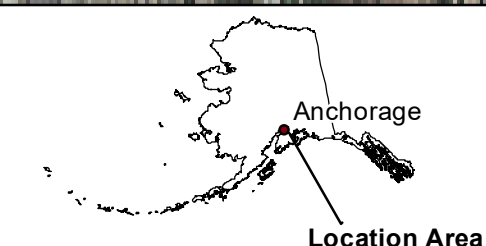
Camp Denali

Borough: Municipality of Anchorage Date: 4/19/2022

Scale 1:2,000 1 inch = 167 feet



- Gate
- Fence
- Installation Area
- Building



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