



Office of the Vice President
and Chief Financial Officer
Procurement Services
<https://procurement.ufl.edu/>

971 Elmore Drive
PO Box 115250
Gainesville, FL 32611-5250
(352) 392-1331 Fax 352-392-8837

July 24, 2019

ADDENDUM #3 PHASE 2 to the University of Florida ITN20NH-101 Janitorial Services for Baby Gator opened on **July 20, 2019 3:00 PM** at the University of Florida, Elmore Hall Conference Room, Radio Road, Gainesville, Florida.

This addendum shall be considered part of the Contract Documents for the above mentioned **ITN20NH-101** as though it had been issued at the same time and incorporated integrally therewith. Where provisions of the following supplementary data differ from those of the original document, this addendum shall govern and take precedence. All other terms, conditions, and regulations will apply.

Phase 2 Timeline

Questions due to nheredia@ufl.edu by end of business	7/31/2019
Answers posted to website	8/5/2019
Pricing Proposals (completed price proposal below plus any additional information)	8/13/2019
	3.00PM

Attached Documents

Price Sheet – To be completed and returned before 8/13/2019, 3.00PM

For each location - Floor plan, square footage and scope of work

Sincerely,

Nicola Heredia, Director
Procurement Services

Please acknowledge receipt of Addendum #3 by signing below, and returning this addendum with your proposal. Failure to include addendum with your proposal may result in rejection.

Signature

Company Name

Company Address

City/State/Zip

Pricing Proposal

Please complete the pricing below for all the locations that you wish to bid on. If you choose not to bid on a certain location please enter 'No Bid' on that line.

Monthly cleaning fee should include all items included in the scope of work for that location.

Routine Daily Cleaning (all services excluding Floor Service)

	Regular Monthly Fee (\$)
Diamond Village Location	
Newell Drive Location	
Lake Alice Location	

Floor Service required

	Fee per occurrence (\$) (cost per cleaning)	Annual Fee (\$)
Diamond Village - Extract carpets (Monthly)		
Diamond Village - Buff and Polish floors (8 times per year)		
Diamond Village - Scrub and Recoat (3 times per year)		
Diamond Village - Strip and wax floors (1 time per year)		
Newell Drive Floor Service - Extract carpets (Monthly)		
Newell Drive Floor Service - Buff and Polish floors (8 times per year)		
Newell Drive Floor Service - Scrub and Recoat (3 times per year)		
Newell Drive Floor Service - Strip and wax floors (1 time per year)		
Lake Alice Floor Service – Extract carpets (Monthly)		
Lake Alice Floor Service – Buff and Polish floors (8 times per year)		
Lake Alice Floor Service – Scrub and Recoat (3 times per year)		
Lake Alice Floor Service – Strip and wax floors (1 time per year)		

Additional terms

Please indicate your acceptance of UF terms and Conditions	Signature
	Date:
Additional Services offered to UF	Please attach separate pricing sheet

I have carefully prepared this price proposal above, I have full authority to make such statements and submit this Bid, and all statements are true and correct.

Signature

Company Name

Company Address

City/State/Zip

Baby Gator Child Development & Research Center

Scope of Work for Diamond Village center

Entrance Doors & Glass

Lobby/Reception Area

Hallways

Class Rooms

Private Offices

Staff Lounge

Kitchen

Microwave

Restroom(s)

Baby Gator Child Development & Research Center

Scope of Work for Diamond Village center

General Cleaning:

• Empty waste paper and trash replacing liners as required	Nightly
• Clean and polish entry glass and classroom door glass	Nightly
• Clean and disinfect sinks in classrooms	Nightly
• Dust with long handled duster all air vents up to 10' high	Weekly

Restrooms:

• Test lights and fixtures and note in logbook if not working properly	Nightly
• Clean and disinfect washbasins/toilets/urinals	Nightly
• Clean and polish all dispensers and fixtures	Nightly
• Dust with long handled duster high surfaces like walls, doors and vents	Nightly
• Sanitize all handles, faucets, door plates and fixtures	Nightly
• Spot clean walls and partitions with hospital grade germicidal solution	Nightly
• Sweep and wash all restroom floors with germicidal solution	Nightly
• Restock all consumable products including paper and soap	Nightly
• Scour to remove rust deposits and scale from washbasins/toilets/urinals	Weekly

Kitchens/Lunch Rooms/Coffee Areas:

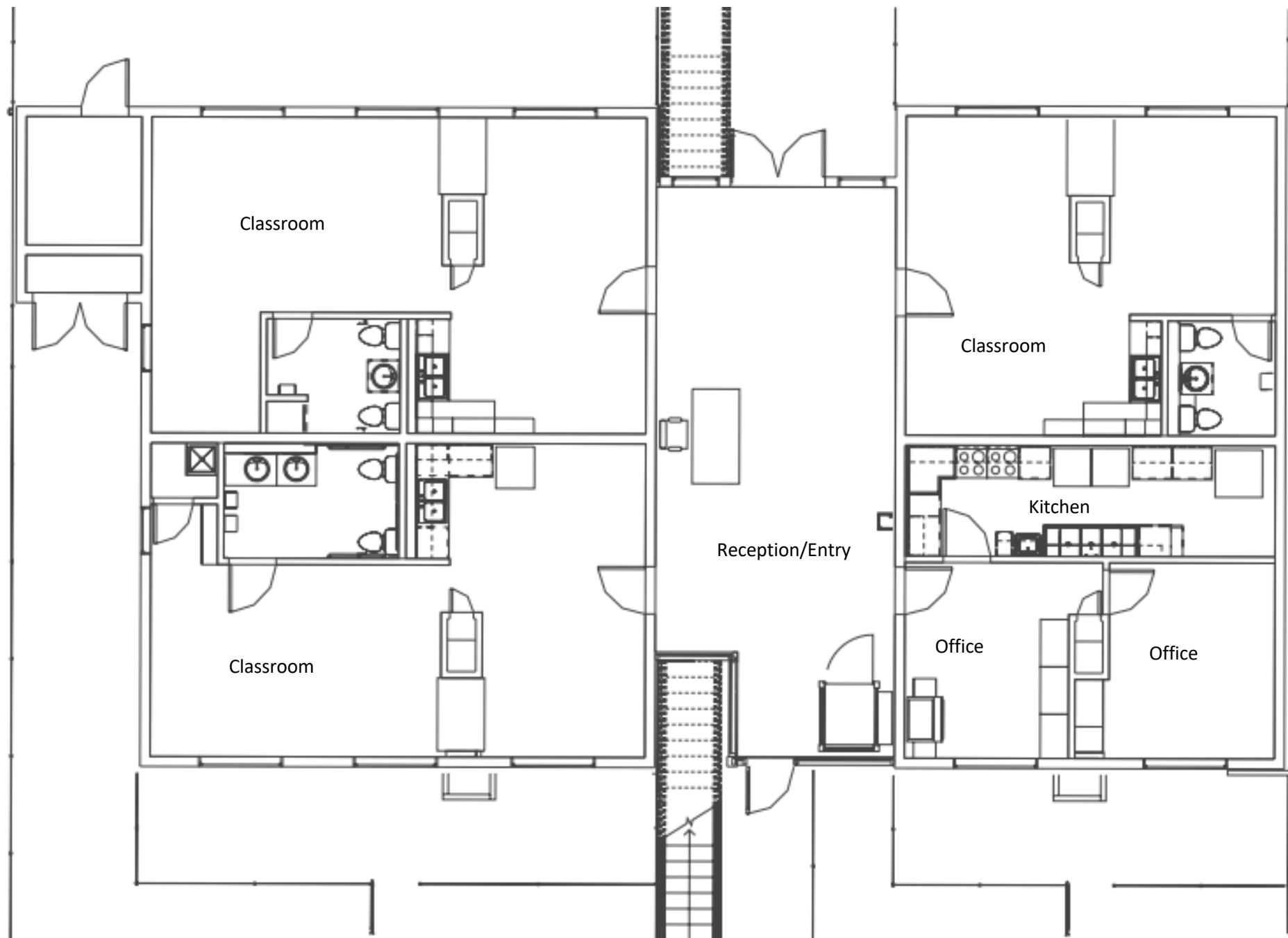
• Wipe out inside of microwave	Weekly
• Wipe/Sanitize counters and fridge door handle (staff lounge)	Weekly

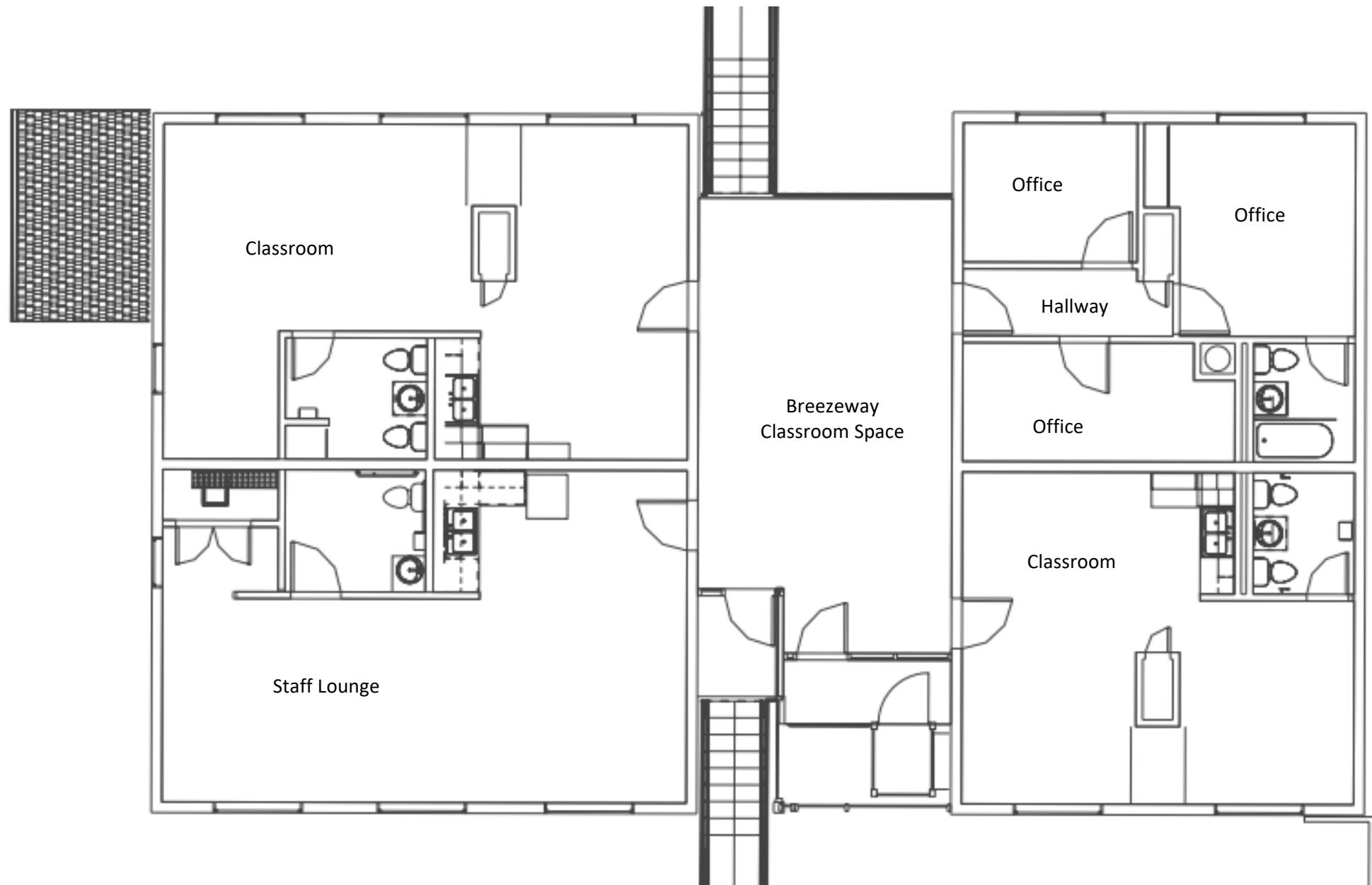
Floor Work:

• Vacuum carpet, rugs and entry mats	Nightly
• Treat and/or remove spots up to 3" diameter	Nightly
• Use putty knife to remove gum, etc. from hard finish floors	Nightly
• Dust mop all hard finish floors	Nightly
• Mop finished floors with neutral cleaner	Nightly
• Sweep corners, baseboards and behind doors	Weekly

Floor Service:

• Extract carpets	Monthly
• Buff and polish floors	8 times per year
• Scrub and recoat floors	3times per year
• Strip and wax floors	1 Annually





Baby Gator Diamond Village Building #0454

Measurement Summary

Area	Square Footage				
	Carpet	Waxable	Non-wax	Wood	Total
1 st Floor					
Reception	--	502	--	--	--
Front Office	--	136	--	--	136
Back Office	--	165	--	--	165
Kitchen	--	--	165	--	165
Classrooms	--	1,443	--	--	1,443
2 nd Floor					
Classrooms	--	939	--	--	939
Admin Offices	--	349	--	--	349
Training Room	--	528	--	--	528
Totals:	--	4,062			4,227

The information contained in this report is an estimate only.

Baby Gator Child Development & Research Center

Scope of Work for Newell Drive center

Entrance Doors & Glass

Lobby/Reception Area

Hallways

Class Rooms

Private Offices

Staff Lounge

Kitchen

Microwave

Restroom(s)

Baby Gator Child Development & Research Center

Scope of Work for Newell Drive center

General Cleaning:

• Empty waste paper and trash replacing liners as required	Nightly
• Clean and polish entry glass and classroom door glass	Nightly
• Clean and disinfect sinks in classrooms	Nightly
• Dust with long handled duster all air vents up to 10' high	Weekly

Restrooms:

• Test lights and fixtures and note in logbook if not working properly	Nightly
• Clean and disinfect washbasins/toilets/urinals	Nightly
• Clean and polish all dispensers and fixtures	Nightly
• Dust with long handled duster high surfaces like walls, doors and vents	Nightly
• Sanitize all handles, faucets, door plates and fixtures	Nightly
• Spot clean walls and partitions with hospital grade germicidal solution	Nightly
• Sweep and wash all restroom floors with germicidal solution	Nightly
• Restock all consumable products including paper and soap	Nightly
• Scour to remove rust deposits and scale from washbasins/toilets/urinals	Weekly

Kitchens/Lunch Rooms/Coffee Areas:

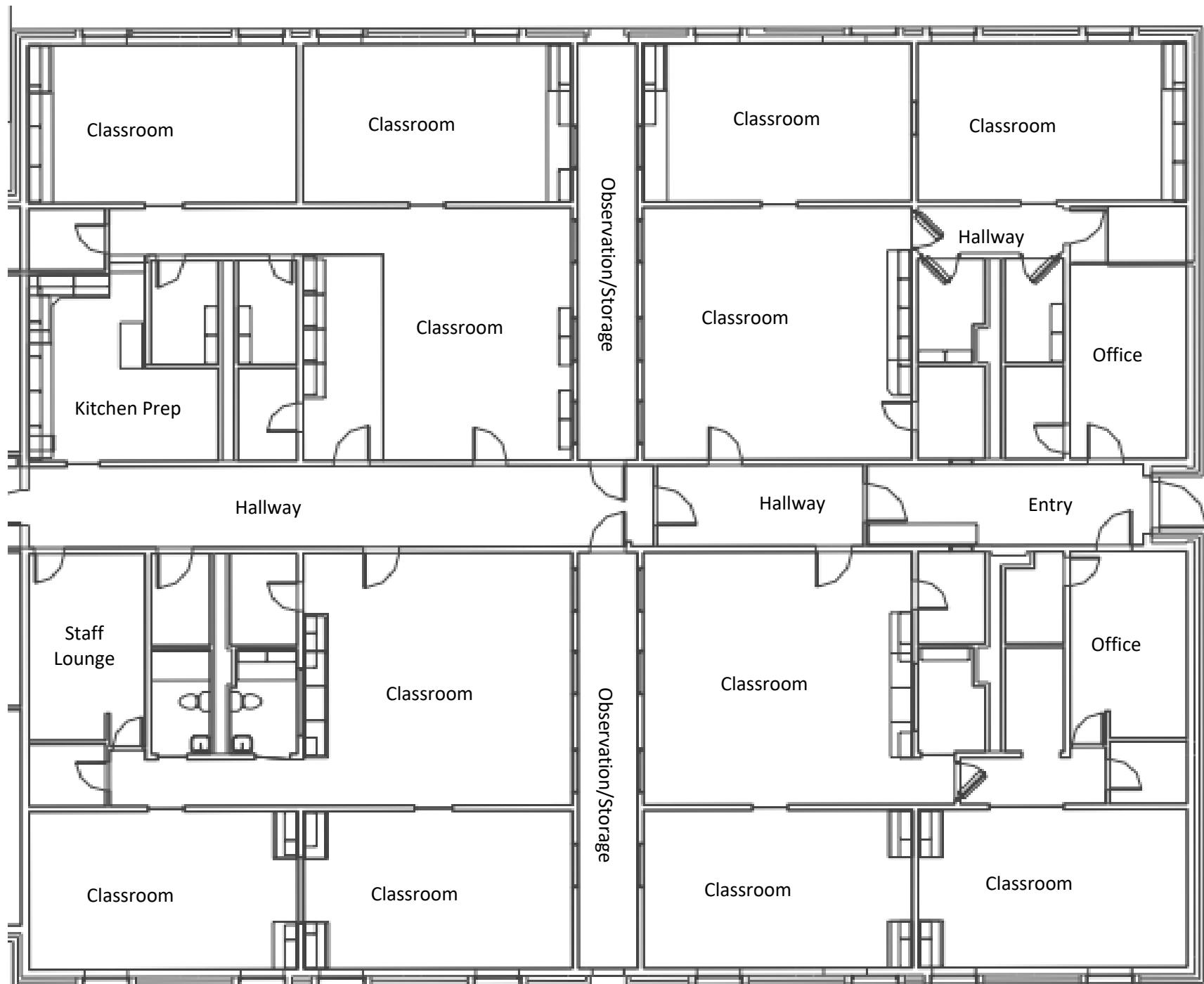
• Wipe out inside of microwave	Weekly
• Wipe/Sanitize counters and fridge door handle (staff lounge)	Weekly

Floor Work:

• Vacuum carpet, rugs and entry mats	Nightly
• Treat and/or remove spots up to 3" diameter	Nightly
• Use putty knife to remove gum, etc. from hard finish floors	Nightly
• Dust mop all hard finish floors	Nightly
• Mop finished floors with neutral cleaner	Nightly
• Sweep corners, baseboards and behind doors	Weekly

Floor Service:

• Extract carpets	Monthly
• Buff and polish floors	8 times per year
• Scrub and recoat floors	3times per year
• Strip and wax floors	1 Annually



Baby Gator Newell Drive Building #0454

Measurement Summary

Area	Square Footage				
	Carpet	Waxable	Non-wax	Wood	Total
Offices	166.1	384.9	---	---	551.0
Day Care Rooms	33.3	4,290.1	---	---	4,323.4
Kitchen Room	---	112.3	---	---	112.3
Kitchen And Laundry Room	---	222.5	---	---	222.5
Hallways	---	1,025.8	---	---	1,025.8
Restrooms	---	---	339.7	---	339.7
Custodial Closet	---	40.0	---	---	40.0
Totals:	199.4	6,075.6	339.7		6,614.7

The information contained in this report is an estimate only.

Baby Gator Child Development & Research Center

Scope of Work for Lake Alice center

Entrance Doors & Glass

Lobby/Reception Area

Hallways

Class Rooms

Private Offices

Lounge

Kitchen

Microwave

Restroom(s)

Baby Gator Child Development & Research Center

Scope of Work for Lake Alice center

General Cleaning:

• Empty waste paper and trash replacing liners as required	Nightly
• Clean and polish entry glass and classroom doors	Nightly
• Clean and disinfect sinks in classrooms	Nightly
• Dust with long handled duster all air vents up to 10" high	Weekly
• Dust chair-rails (including top edge) in hallway and classrooms with duster	Monthly

Restrooms:

• Test lights and fixtures and note in logbook if not working properly	Nightly
• Clean and disinfect washbasins/toilets/urinals	Nightly
• Clean and polish all dispensers and fixtures	Nightly
• Dust with long handled duster high surfaces like walls, doors and vents	Nightly
• Sanitize all handles, faucets, door plates and fixtures	Nightly
• Spot clean walls and partitions with hospital grade germicidal solution	Nightly
• Sweep and wash all restroom floors with germicidal solution	Nightly
• Restock all consumable products including paper and soap	Nightly
• Scour to remove rust deposits and scale from washbasins/toilets/urinals	Weekly

Kitchens/Lounge/Coffee Areas:

• Wipe out inside of microwave (staff lounge)	Weekly
• Wipe/Sanitize counters and fridge handle (staff lounge)	Weekly
• Pressure wash kitchen mats	Monthly

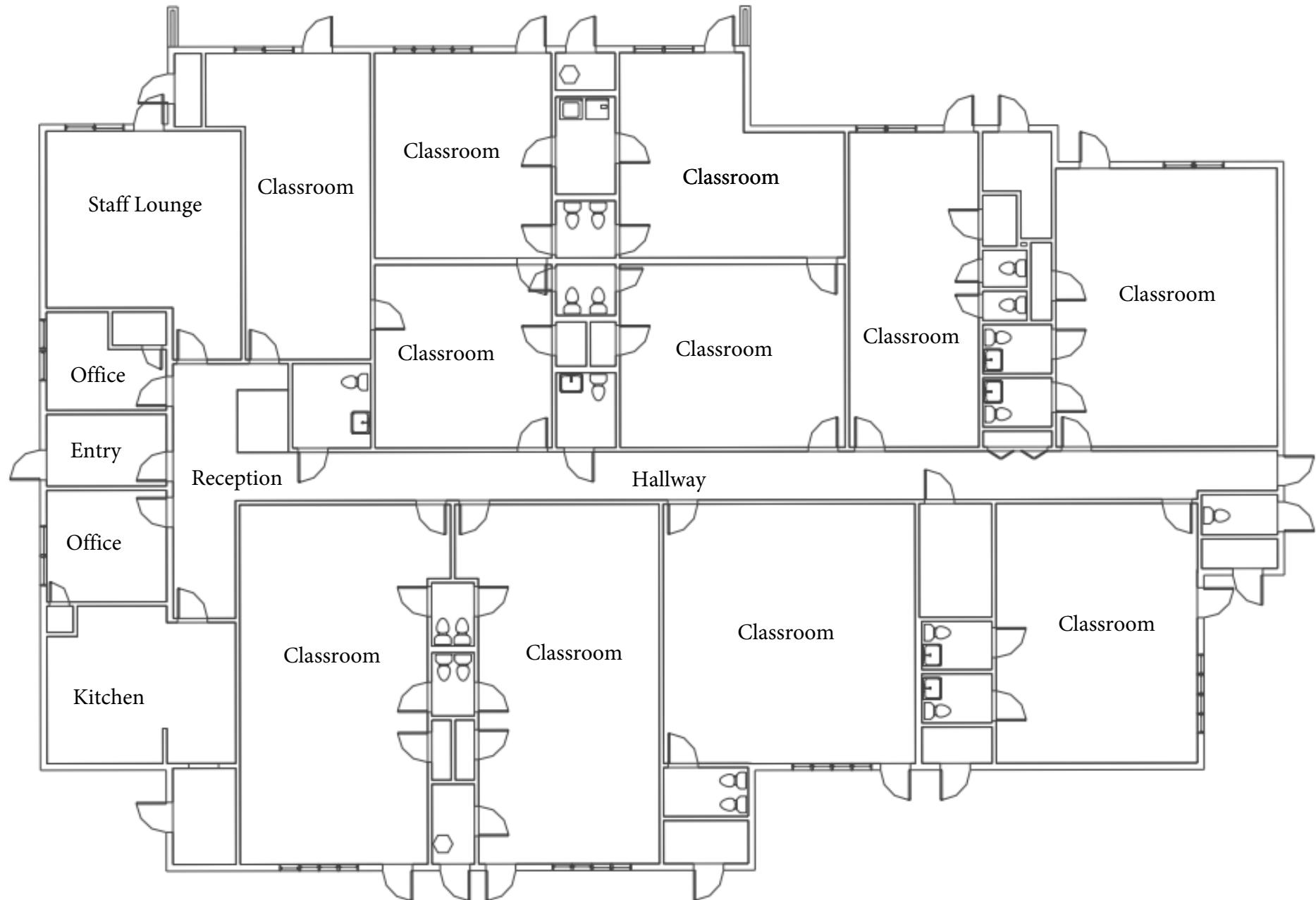
Floor Work:

• Vacuum carpet, rugs and entry mats	Nightly
• Treat and/or remove spots up to 3" diameter	Nightly
• Use putty knife to remove gum, etc. from hard finish floors	Nightly
• Dust mop all hard finish floors	Nightly
• Mop finished floors with neutral cleaner	Nightly
• Sweep corners, baseboards and behind doors	Weekly

Floor Service:

• Extract carpets	Monthly
• Buff and polish floors	8 times per year
• Scrub & recoat	3 times per year
• Strip and wax floors	Annually

Lake Alice



Baby Gator Lake Alice Building #1049

Measurement Summary

Area	Square Footage				
	Carpet	Waxable	Non-wax	Wood	Total
Lobby Entrance	---	85.2	---	---	85.2
Teachers Lounge	---	105.9	---	---	105.9
Office	---	---	136.9	---	136.9
Reception Desk Area	---	47.3	---	---	47.3
Daisies Day Care Service	---	481.6	---	---	481.6
Sweetpeas Day Care Service	---	437.4	---	---	437.4
Sunflowers Day Care Service	---	297.9	---	---	297.9
Orange Blossoms Day Care Service	---	369.9	---	---	369.9
Buttercups Day Care Service	---	424.5	---	---	424.5
Tiger Lillies Day Care Service	---	454.9	---	---	454.9
Marigolds Day Care Service	---	405.8	---	---	405.8
Grasshoppers Day Care Service	---	617.6	---	---	617.6
Fireflies Day Care Service	---	737.1	---	---	737.1
Ladybugs Day Care Service	---	695.5	---	---	695.5
Dragonflies Day Care Service	---	610.1	---	---	610.1
Bumblebees Day Care Service	---	547.0	---	---	547.0
Kitchen Area	---	---	246.8	---	246.8
Pantry Area	---	---	67.3	---	67.3
Hallways	---	664.7	---	---	664.7
Restrooms	---	308.5	139.7	---	448.2
Laundry Room	---	44.9	---	---	44.9
Custodial Closet	---	---	28.7	---	28.7
Totals:	242.8	7,335.8	619.4		7,955.2

The information contained in this report is an estimate only. The measurements for the Daisies and Sweetpeas classrooms will need to be updated due to renovations.