



January 21, 2025

**Addendum #2
BL003-25
Provision of Carpet and Upholstery Cleaning Services on Annual Contract**

****The date to receive bids has been changed from 2:50pm on Friday, January 3, 2025 to 2:50pm on Thursday, January 30, 2025.****

Revisions:

R1: DELETE BL003-25 Bid Schedule, Pages 15-17. REPLACE with BL003-25 Revised Bid Schedule Pages 15R-17R.

Please see the below summation of questions and answers for the above solicitation.

Questions:

Q1. What is considered "gang seating"?

A1. A configuration of chairs or benches where multiple seats are connected side-by-side, forming a continuous row with no gaps between them; chairs, tables, and sofas with interlocking configurations; also referred to as "tandem seating."

Q2. When requested for upholstery cleaning, will this include vinyl chairs and benches too?

A2. Yes. This is not applicable to the Department of Community Services ("DOCS"). For Police Services ("Police"), no, fabric only.

Q3. How are oversize/double seating fabric chair and benches to be counted?

A3. They should be counted as individual items. Each chair or bench, regardless of size, is considered one unit for the purposes of cleaning and pricing.

Q4. Some chairs have fabric seating and vinyl backs; how should contractors price them?

A4. The same as if it was all covered in fabric or vinyl.

Q5. There are a lot of viny/fabric benches with backs, table booth seatings, and chairs in various Libraries and Senior Centers; how should contractors price them?

A5. Benches and chairs should be priced as individual units. Please see attached BL003-25 Revised Bid Schedule.

Q6. At times contractors may get requests for cleaning cubicles; how should contractors price them?

A6. Non-furniture upholstered items should be charged by man labor hours. Please see BL003-25 Revised Bid Schedule.

- Q7: If some locations want the pillows cleaned as well, how should contractors price them?
A7: **Please see BL003-25 Revised Bid Schedule. This is not applicable to the Department of Fire and Emergency Services ("Fire"), DOCS, Sheriff's Office, or Police.**
- Q8: For oversized lounge chairs, loveseats, and sofas, how should they be priced?
A8: **Oversized lounge chairs, loveseats, and sofas should be priced per linear foot. Please see BL003-25 Revised Bid Schedule.**
- Q9: At some County locations, there are classrooms and nurseries with various-sized rugs. How are contractors to price them? In the bid schedule, there is only cost for ten (10) rugs. There are more than ten rugs; one location may have ten or more rugs. Will ten rugs be the cut off?
A9: **All Bid Schedule line items are approximate. Square footage and County needs may vary. There are no minimum or maximum quantities.**
- Q10: Can the County provide a copy of the winning bid for the incumbent for this contract?
A10: **If contractors want to request a copy of the winning bid for BL097-23, an Open Records Request may be submitted on the Gwinnett County website.**
- Q11: Was there an incumbent contractor prior and is the scope of work the same?
A11: **The prior contract, BL097-23, was awarded to Statewide Services, Inc.**
- Q12: What was the incumbent contract number and amount used to execute the contract?
A12: **These services were previously under Gwinnett County contract BL097-23, which was awarded for \$99,291.12.**
- Q13: What is the County's budget for this project?
A13: **There is approved funding for this project. The County expects each contractor to bid a competitive price.**
- Q14: Will the contract be awarded to one or several contractors?
A14: **The County reserves the right to make an award as deemed in its best interest, which may include awarding to a single vendor or multiple vendors.**
- Q15: Can equipment be left at any location?
A15: **Not all locations. DOCS and Police do not have the space to allow this. Fire will not allow this. The only exception is the Gwinnett Justice and Administration Center; if space is available there, equipment storage can be coordinated between the contractor and a County representative.**
- Q16: Are bonds required?
A16: **No.**
- Q17: Can the locations be visited at any time?
A17: **During the bid process and after award, prior coordination will be required. For DOCS, if a visit is needed outside of regular business hours, advance notice must be given and approved by a department representative. The same applies for Fire. For the Department of Support Services ("DOSS"), Sheriff's Office, and Police, prior arrangements must be made.**
- Q18: Who is/are the current contractor(s) on the contract?
A18: **See A11.**

- Q19: How long has the incumbent contractor had the contract?
A19: BL097-23 was active from October 25, 2023 to October 24, 2024.
- Q20: How much is the incumbent being paid (in as much detail as the County can provide)?
A20: See the attached BL097-23 Bid Tab.
- Q21: Do contractors need to schedule to visit some of the sites or can they simply drop in?
A21: See A17.
- Q22: Does the County have a current contract and contractor in place?
A22: See A11 and A19.
- Q23: What was the previous contract amount for each year?
A23: See the attached BL097-23 Bid Tabulation.
- Q24: How much is the incumbent being paid per location?
A24: See the attached BL097-23 Bid Tabulation.
- Q25: Our company understands modular carpet tiles are to be cleaned via encapsulation; how/who determines which additional areas (other types of carpet) are cleaned via extraction vs. encapsulation?
A25: Fire and Police only have modular tiles to be cleaned. DOSS's Operations and Maintenance Division will determine which areas and then coordinate with the contractor.
- Q26: After encapsulation cleaning is completed, dried material needs to be vacuumed; who is responsible for the post cleaning vacuum: County staff, or is the contractor expected to return to vacuum debris?
A26: For Fire, Police, and DOSS, the contractor is expected to return and perform post-cleaning vacuuming.
- Q27: Is preference given to local (in County) businesses?
A27: Gwinnett County does not have a preference program at this time.
- Q28: Does the County anticipate awarding the contract to multiple contractors, or is the intent to pick a single contractor?
A28: See A14.
- Q29: Are there existing norms/approvals for standard cleaning chemicals and their respective MSDS sheets that should be maintained? Can the County provide datasheets for previously approved chemicals?
A29: Standard Material Safety Data Sheets (MSDS) should be kept for all chemicals used. A copy of all MSDS should be filed with the Operations and Maintenance Division of DOSS.
- Q30: Must floor mats AND rugs be cleaned onsite, or is offsite cleaning acceptable/preferred?
A30: It is preferred that rugs not leave the facilities. For DOSS, determination will be made on a case-by-case basis.
- Q31: Upholstery cleaning is a little different regarding the description of work; are there further details available such as type of upholstery, whether the furniture pieces are chairs sofas, theater seats, etc.?
A31: Unless otherwise specified, this information can be provided by the appropriate County representative(s) when service is being scheduled.

DOSS: The upholstery may include fabric, vinyl, and leather materials. Most items are standard commercial-grade fabric or vinyl designed for high-traffic use. Furniture types include Chairs (office chairs, guest seating, and conference room chairs); Sofas and Loveseats (typically found in lobby

and reception areas); Theater Seats (upholstered seats in auditoriums or meeting spaces); Benches and Booths (found in communal areas or breakrooms); Lounge Chairs (often located in waiting areas or lounges).

Police: This would need to be accomplished during a site visit by the contractor.

Q32: Could the County please confirm whether every location is to be cleaned every six (6) months (twice a year)?

A32: Police, Fire, and Department of Support Services: yes, twice a year. Sheriff's Office, Department of Community Services: cleaning will be done as needed.

Q33: Are contractors permitted to use subcontractors for emergency work, if necessary?

A33: If contractors anticipate using subcontractors, that information needs to be included in their bid submittal. Please see BL003-25 List of Subcontractors, Page 21.

Q34: Would it be possible for contractors to schedule a time to visit some or most of the facilities they plan to bid on?

A34: See A17.

Q35: Should contractors price the carpet cleaning, protecting, and sanitizing separately? Ideally, this would all be done at the same time and would save money for the County if priced all together, but our company wanted to clarify what the County's expectations were on how they would like to receive contractors' pricing?

A35: Contractors should provide pricing as structured in the BL003-25 Revised Bid Schedule.

Q36: The Invitation to Bid states that all equipment and chemicals must be Carpet and Rug Institute (CRI) approved (Page 13, sections A & B); however, there is no upholstery cleaning equipment or carpet/upholstery protectant chemical on the market that is CRI approved, either. Will the County make exceptions for these circumstances? How should contractors proceed?

A36: In the event that some protectors and/or equipment aren't on the approved list, the County will review and determine exceptions on a case-by-case basis.

Q37: Once the bid is awarded, will the County send out a schedule which must be adhered to, or will the contractor(s) be responsible to coordinate with each department to create a cleaning schedule?

A37: The awarded contractor(s) will coordinate with County representatives on the schedules to which the contractor(s) will adhere.

Attachments:

1. BL003-25 Revised Bid Schedule, Pages 15R – 17R
2. Previous bid tabulation (BL097-23)

Thank you,



Casey Beaston
Purchasing Associate II

This addendum should be signed in the space provided below and returned with your bid. Failure to do so may result in your bid being deemed non-responsive.

Company Name _____

Authorized Representative _____

FAILURE TO RETURN THIS PAGE AS PART OF YOUR BID PACKAGE MAY RESULT IN REJECTION OF BID.

REVISED BID SCHEDULE

ITEM #	DESCRIPTION	APPROX. ANNUAL QTY	UNIT PRICE (per sq. ft., or each)	TOTAL PRICE
SECTION 1: SUPPORT SERVICES				
1	Sections 1A – 1D: Department of Support Services (General Buildings, Gwinnett County Public Libraries, Gwinnett County Airport, Gwinnett County Tag Offices) – Carpet Cleaning (2 times per year; 1,044,120 sq. ft. x 2)	2,088,240 sq. ft.	\$	\$
2	Sections 1A – 1D: Department of Support Services (General Buildings, Gwinnett County Public Libraries, Gwinnett County Airport, Gwinnett County Tag Offices) – Carpet Protector Application	200,000 sq. ft.	\$	\$
3	Sections 1A – 1D: Department of Support Services (General Buildings, Gwinnett County Public Libraries, Gwinnett County Airport, Gwinnett County Tag Offices) – Carpet Sanitization	50,000 sq. ft.	\$	\$
SECTION 1 TOTAL				\$
SECTION 2: POLICE SERVICES				
4	Section 2: Police Services - Carpet Cleaning (2 times per year; 215,428 sq. ft x 2)	430,856 sq. ft.	\$	\$
5	Section 2: Police Services - Carpet Protector Application (1 time per year)	215,428 sq. ft.	\$	\$
SECTION 2 TOTAL				\$
SECTION 3: FIRE AND EMERGENCY SERVICES				
6	Section 3: Fire and Emergency Services - Carpet Cleaning (1 time per year)	125,549 sq. ft.	\$	\$
7	Section 3: Fire and Emergency Services - Carpet Protector Application (1 time per year)	125,549 sq. ft.	\$	\$
SECTION 3 TOTAL				\$
SECTION 4: COMMUNITY SERVICES				
8	Section 4: Community Services – Carpet Cleaning (as-needed basis)	52,955 sq. ft.	\$	\$

COMPANY NAME _____

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REVISED BID SCHEDULE

ITEM #	DESCRIPTION	APPROX. ANNUAL QTY	UNIT PRICE (per sq. ft., or each)	TOTAL PRICE
9	Section 4: Community Services – Carpet Protector Application (as-needed basis)	52,955 sq. ft.	\$	\$
SECTION 4 TOTAL				\$
SECTION 5: SHERIFF				
10	Section 5: Sheriff – Carpet Cleaning (as-needed basis)	10,200 sq. ft.	\$	\$
11	Section 5: Sheriff – Carpet Protector Application (as-needed basis)	10,200 sq. ft.	\$	\$
SECTION 5 TOTAL				\$
SECTION 6: MISCELLANEOUS				
12	Carpeted Entrance Mats - Cleaning (maximum size 6x6)	10 each	\$	\$
13	Upholstery Cleaning (per piece of furniture)	10,000 each	\$	\$
14	Upholstery Cleaning (per pillow)	100 each	\$	\$
15	Upholstery Cleaning (oversized lounge chairs, loveseats, sofas)	500 linear ft.	\$	\$
16	On Demand/Spot/Emergency Cleaning Request	20 each	\$	\$
17	On Demand/Spot/Emergency Cleaning Request Trip Charge	20 each	\$	\$
18	Hourly labor rate for miscellaneous/unspecified items	100 hours	\$	\$
SECTION 6 TOTAL				\$
GRAND TOTAL OF ALL SECTIONS				\$

*NOTE: All Bid Schedule line items are approximate. Square footage and County needs may vary. There are no minimum or maximum quantities.

COMPANY NAME _____

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REVISED BID SCHEDULE CONTINUED

Gwinnett County requires pricing to remain firm for the duration of the initial term of the contract. Failure to hold firm pricing for the initial term of the contract will be sufficient cause for Gwinnett County to declare bid non-responsive. Contract to begin upon award (may require Board of Commissioners approval).

<p>Unless otherwise noted, quoted prices will remain firm for four (4) additional one-year periods. If a percentage increase/decrease is a part of the renewal options, please note this in the space provided together with an explanation.</p>			
Renewal Option 1:	_____ % Increase	_____ % Decrease	Explanation _____
Renewal Option 2:	_____ % Increase	_____ % Decrease	Explanation _____
Renewal Option 3:	_____ % Increase	_____ % Decrease	Explanation _____
Renewal Option 4:	_____ % Increase	_____ % Decrease	Explanation _____

Certification Of Non-Collusion in Bid Preparation _____
Signature Date

The undersigned acknowledges receipt of the following addenda, listed by number and date appearing on each:

Addendum No.	Date	Addendum No.	Date
_____	_____	_____	_____
_____	_____	_____	_____

In compliance with the attached specifications, the undersigned acknowledges all requirements outlined in the "Instructions for Vendors" and all documents referred to therein, if this bid is accepted by the Board of Commissioners within ninety (90) days of the date of bid opening, to furnish any or all of the items upon which prices are bid, at the price set opposite each item bid, delivered to the designated point(s) within the time specified in the bid schedule. By submission of this bid, I understand that Gwinnett County uses Electronic Payments for remittance of goods and services. Vendors should select their preferred method of electronic payment upon notice of award. For more information on electronic payments, please refer to the Electronic Payment information in the instructions for vendors.

Legal Business Name _____
 Complete Address _____

Does your company currently have a location within Gwinnett County? Yes No

Representative Signature _____ Printed Name _____

Telephone Number _____ E-mail Address _____

BID TABULATION

BL097-23
 Provision of Carpet & Upholstery Cleaning Services on an Annual Contract
 Department of Support Services

October 25, 2023 - October 24, 2024				Carter 1 Enterprises (OC)		Intercontinental Commercial Services, Inc. (ICS, Inc.) (L)		Four Thirteen Enterprises dba Oxifresh Carpet Cleaning (L)		Statewide Services, Inc. (OC)	
ITEM #	DESCRIPTION	APPROX. QTY.		UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
SECTION 1: SUPPORT SERVICES											
1	Sections 1A – 1D: Department of Support Services (General Buildings, Gwinnett County Public Libraries, Gwinnett County Airport, Gwinnett County Tag Offices) – Carpet Cleaning	2,011,270	SQ. FT.	\$0.14	\$281,577.80	\$0.06	\$120,676.20	\$0.17	\$341,915.90	\$0.02	\$40,225.40
2	Sections 1A – 1D: Department of Support Services (General Buildings, Gwinnett County Public Libraries, Gwinnett County Airport, Gwinnett County Tag Offices) – Carpet Protector Application	200,000	SQ. FT.	\$0.02	\$4,000.00	\$0.08	\$16,000.00	\$0.15	\$30,000.00	\$0.02	\$4,000.00
3	Sections 1A – 1D: Department of Support Services (General Buildings, Gwinnett County Public Libraries, Gwinnett County Airport, Gwinnett County Tag Offices) – Carpet Sanitization	50,000	SQ. FT.	\$0.04	\$2,000.00	\$0.06	\$3,000.00	\$0.15	\$7,500.00	\$0.02	\$1,000.00
SECTION 1 TOTAL				\$287,577.80		\$139,676.20		\$379,415.90		\$45,225.40	
SECTION 2: POLICE SERVICES											
4	Section 2: Police Services - Carpet Cleaning (2 times per year)	222,278	SQ. FT.	\$0.15	\$33,341.70	\$0.08	\$17,782.24	\$0.17	\$37,787.26	\$0.02	\$4,445.56
5	Section 2: Police Services - Carpet Protector Application (1 time per year)	222,278	SQ. FT.	\$0.02	\$4,445.56	\$0.10	\$22,227.80	\$0.15	\$33,341.70	\$0.02	\$4,445.56
SECTION 2 Total				\$37,787.26		\$40,010.04		\$71,128.96		\$8,891.12	
SECTION 3: FIRE AND EMERGENCY SERVICES											
6	Section 3: Fire and Emergency Services - Carpet Cleaning (1 time per year)	123,325	SQ. FT.	\$0.15	\$18,498.75	\$0.08	\$9,866.00	\$0.17	\$20,965.25	\$0.02	\$2,466.50
7	Section 3: Fire and Emergency Services - Carpet Protector Application (1 time per year)	123,325	SQ. FT.	\$0.02	\$2,466.50	\$0.10	\$12,332.50	\$0.15	\$18,498.75	\$0.02	\$2,466.50
SECTION 3 TOTAL				\$20,965.25		\$22,198.50		\$39,464.00		\$4,933.00	
SECTION 4 COMMUNITY SERVICES											
8	Section 4: Community Services – Carpet Cleaning (as-needed basis)	35,000	SQ. FT.	\$0.25	\$8,750.00	\$0.08	\$2,800.00	\$0.17	\$5,950.00	\$0.02	\$700.00
9	Section 4: Community Services – Carpet Protector Application (as-needed basis)	35,000	SQ. FT.	\$0.02	\$700.00	\$0.10	\$3,500.00	\$0.15	\$5,250.00	\$0.02	\$700.00
SECTION 4 TOTAL				\$9,450.00		\$6,300.00		\$11,200.00		\$1,400.00	
SECTION 5: WATER RESOURCES											
10	Section 5: Department of Water Resources – Carpet Cleaning (2 times per year)	97,247	SQ. FT.	\$0.18	\$17,504.46	\$0.08	\$7,779.76	\$0.17	\$16,531.99	\$0.02	\$1,944.94
11	Section 5: Department of Water Resources – Carpet Protector Application (1 time per year)	97,247	SQ. FT.	\$0.02	\$1,944.94	\$0.10	\$9,724.70	\$0.15	\$14,587.05	\$0.02	\$1,944.94
SECTION 5 TOTAL				\$19,449.40		\$17,504.46		\$31,119.04		\$3,889.88	
SECTION 6: MISCELLANEOUS											
12	Carpeted Entrance Mats - Cleaning (maximum size 6x6)	10	EA	\$399.00	\$3,990.00	\$25.00	\$250.00	\$25.00	\$250.00	\$20.00	\$200.00
13	Upholstery Cleaning (per piece of furniture)	10,000	EA	\$0.90	\$9,000.00	\$5.00	\$50,000.00	\$75.00	\$750,000.00	\$4.00	\$40,000.00
14	On Demand/Spot/Emergency Cleaning Request	20	EA	\$250.00	\$5,000.00	\$150.00	\$3,000.00	\$50.00	\$1,000.00	\$150.00	\$3,000.00
15	On Demand/Spot/Emergency Cleaning Request Trip Charge	20	EA	\$250.00	\$5,000.00	\$50.00	\$1,000.00	\$100.00	\$2,000.00	\$150.00	\$3,000.00
SECTION 6 TOTAL				\$22,990.00		\$54,250.00		\$753,250.00		\$46,200.00	
GRAND TOTAL				\$398,219.71		\$279,939.20		\$1,285,577.90		\$110,539.40	
Will Vendor Hold Pricing Firm? Renewal Option One				1% Increase		Yes		TBD		Yes	
Will Vendor Hold Pricing Firm? Renewal Option Two				1% Increase		Yes		TBD		Yes	
Will Vendor Hold Pricing Firm? Renewal Option Three				1% Increase		3% Increase		TBD		Yes	
Will Vendor Hold Pricing Firm? Renewal Option Four				1% Increase		3% Increase		TBD		Yes	

Recommended Vendor:
 Statewide Services, Inc.
 Attn: Michael Ricks
 3249 Bakewell Street
 Douglasville, GA 30135
 Phone: 443-804-4119
michaelricks2000@yahoo.com