



November 14, 2022

**TO: HOLDERS LIST**

**SUBJECT: Janitorial Services 2023  
RFP NO. 071766**

**ADDENDUM NUMBER # 04**

This addendum is issued to modify the following within the RFP:

Update the Offer Sheet with additional rate lines to reflect whether the cleaning is for the facility, carpet, or windows (Attachment B). An updated offer sheet template will be added to this Procurements page as Addendum 04A for your use in preparing a proposal.

- Separate monthly rate lines for facilities 1a., 1b., 1c., 2a., and 2b for ease of use.
- Clarify bid rates (monthly, per cleaning, annual) for other lines.
- See following page for detailed changes.

Facility	Monthly Rate
1a. Administration - Sitcum Plaza	1a. \$ _____ per month
1b. Number of times per year for carpet restoration cleaning <u>two (2)</u> and,	1b. \$ _____ per year for usable SF in Exhibit (1)
1c. Number of times per year for interior window cleaning <u>two (2)</u> .	1c. \$ _____ per windows in Exhibit (1)
2a. Maintenance Facility Cleaning	2a. \$ _____ per month
2b. Carpet Restoration Cleaning per usable square foot. State recommended number of cleanings per year <u>two (2)</u> .	2b. \$ _____ per year for usable SF in Exhibit (2)
3. Main Gate House	3. \$ _____ per month
4. EB 1 Gate House	4. \$ _____ per month
5. Blair Gate House	5. \$ _____ per month
8. US Customs & Border Protection	8. \$ _____ per month
<b>Total Monthly Cost</b>	\$ _____
	Monthly Rate
10. Fabulich Center (Port to provide a monthly occupancy report to Contractor.)	10. \$ _____ per month
11. Carpet Restoration/Cleaning. Number of cleanings per year <u>two (2)</u> .	11. \$ _____ per year for usable SF in Exhibit (3)
	Rate per cleaning
12. Blair Gate House (rate per cleaning)	12. \$ _____ per cleaning month
13. NWSA Admin	13. \$ _____ per cleaning month
	Rate per hour
14. Non-Recurring General Cleaning	14. \$ _____ per hour
15. Non-Recurring Interior Window/Glass Cleaning	15. \$ _____ per hour
	Rate per usable square foot
16. Non- Recurring Carpet Restoration/Cleaning	16. \$ _____ per usable SF