

ADDENDUM 1

(please sign and return with the submittal)

The following are questions received and the City's responses accordingly:

QUESTIONS AND ANSWERS:

Question 1:

Is there a current contract and/or budget in place for bid number IFB 24-FMD-021?

Response 1:

The City does have a current contract in place for these services. Contract information can be requested through a Public Records Request with the City Clerk's Office at:
[https://cityofphoenixaz.govqa.us/WEBAPP/rs/\(S\(nizybztnykgdpqzvtzqmp3oj\)\)/support/home.aspx](https://cityofphoenixaz.govqa.us/WEBAPP/rs/(S(nizybztnykgdpqzvtzqmp3oj))/support/home.aspx)

Several departments with varying budgets are participating in the solicitation and budgets can be adjusted depending on operation needs.

Question 2:

I just needed clarification on this solicitation if this is for exterior or interior windows or both?

Response 2:

This solicitation is for both the exterior and interior windows.

Question 3:

Also is there a current contract?

Response 3:

See response to Question 1.

Question 4:

Is there a budget?

Response 4:

See response to Question 1.

Question 5:

Pricing really depends on the number of window washing frequencies, especially for high-rise buildings. Can we get an estimated number of frequencies per group?

Response 5:

The estimate number of frequencies for window washing requests per group is one to two times externally per fiscal year per facility. This number is only an estimate and may vary.

Question 6:

Over the past year, what frequencies have been performed with each group: Fire Department, Human Services, Library, Police, Public Works, Water Services, High Rise.

Response 6:

For external cleanings, the frequencies per group are below:

Human Service, Library, Police, High Rise – 1-2 times per year

Fire and Water Services – one time per year

Public Works – twice per year

Question 7:

Will site visits per location or group be available? If so, who can we communicate with for each group?

Response 7:

Due to the number of locations and groups, site visits for all locations or groups are not available. The City will conduct site visits of two locations during the solicitation period. An updated Schedule of Events is included in this addendum.

Question 8:

Submittal Section & Additional Services Submittal Section: Per floor cleaning at City Hall for inside & outside. Cleaning only outside windows of 1 high-rise floor is not practical. Should this be interior only prices?

Response 8:

No, this should not be interior only prices. The Optional Additional Services allow for additional pricing on specific areas when a whole building cleaning is not needed or requested. The Optional Additional Services allows bidders to provide pricing for inside only, outside only, and a combined total per floor. An hourly price is also being requested for touch up work, areas that may need a higher frequency of cleanings, and other services as defined in the Scope of Work.

Question 9:

Are we able to set up a meeting at each high rise building to access the roof and see what types of anchors / davit systems are in place?

Response 9:

See response to Question 7.

Question 10:

I needed more information that would supplement the provided attachment “A” sheet. Where would I find more information regarding this.

Response 10:

Additional information is available on the first tab of Attachment A and Section 3 – Scope of Work of the IFB.

CHANGE:

Section 1, Instructions, Subsection 1.3, Timeline – Schedule of Events is amended as follows:

Solicitation Issue Date	August 21, 2023
Pre-Offer Conference (Non-Mandatory)	August 31, 2023, 9:00am The public will be able to join the WebEx by the meeting link or phone number noted below and listen to the Pre-Offer meeting live: Join by meeting link https://phxpublicworks.webex.com/phxpublicworks/j.php?MTID=m48091313b642201a137012382a060108 Copy and paste link into browser. Join by phone +1-415-655-0001 US Toll Access code: 2480 727 329
Written Inquiries Due Date	September 6, 2023, 2:00pm Email all inquiries to kristina.pylant@phoenix.gov

<p style="text-align: center;">Site Visit</p>	<p>September 22, 2023, 9:00am</p> <p>The site visit will begin at Phoenix City Hall, then proceed to 100 West Building. Attendees must meet at Phoenix City Hall at the designated date and time to participate in the site visit of both locations.</p> <p>Site Visit starting location: Phoenix City Hall 200 W. Washington St. 1st Floor, Atrium Phoenix, AZ 85003</p> <p>The site visit will begin promptly at 9:00am.</p>
<p style="text-align: center;">Offer Due Date</p>	<p>October 4, 2023, 11:00am</p> <p>See Item 2.12 for submission of offer instructions.</p> <p>The public will be able to call the WebEx phone number noted below and listen to the Bid Opening meeting live:</p> <p>Join by phone +1-415-655-0001 US Toll Access Code: 2499 294 0539</p>

The balance of the specifications and instructions remain the same. Bidder must acknowledge receipt and acceptance of this addendum by signing below and returning the entire addendum with the bid or proposal submittal.

Name of Company: _____

Address: _____

Authorized Signature: _____

Print Name and Title: _____