



CITY OF COCONUT CREEK

FINANCE AND ADMINISTRATIVE SERVICES  
PURCHASING AND CONTRACTS DIVISION

4800 WEST COPANS ROAD  
COCONUT CREEK, FLORIDA 33063

ADDENDUM NO. 1

August 24, 2020

RFP No.: 09-02-20-09  
RFP Name: Janitorial Services  
Due Date/Time: September 2, 2020 at 9:00 a.m. EST

Our records indicate that your firm is in receipt of proposal documents for Janitorial Services. This Addendum is hereby made part of the specifications and shall be included with all contract documents.

- Questions and Answers (1 through 42) will be transmitted electronically through the "Questions Tab" of the eBids System.
- REPLACE PAGE: 37 with 37(a)  
Note: Words underlined and **bold** are additions, words ~~marked through~~ are deletions

This addendum acknowledgment sheet must be submitted electronically with your response through the eBid System by the due date and time indicated above. Failure to return this sheet may disqualify Proposer.

\_\_\_\_\_  
Proposer's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Company Address

( ) \_\_\_\_\_  
Phone Number

( ) \_\_\_\_\_  
Fax Number

LORIE MESSER  
Purchasing Analyst  
[lmesser@coconutcreek.net](mailto:lmesser@coconutcreek.net)

**8. Special Events**

The City shall occasionally, have special events that will require janitorial attention in addition to the regularly scheduled services. The Contractor shall include a separate cost for staffing these events.

**9. City Facilities**

The City, at its own discretion, may choose to expand or reduce contracted janitorial services to City facilities in the future under the same General Terms and Conditions, Special Terms and Conditions, and Detailed Requirements – Scope of Services described herein.

#	Facility Name	Facility Address	Work Days	Approximate Square Footage	Cleaning Hours
<b>Night time</b>					
1.	City Hall	4800 W. Copans Rd.	MON – TH	24,573	6 pm – 6 am
2.	Public Works, E.O.C and I.T.	4900 W. Copans Rd.	MON – TH	13,952	6 pm – 6 am
3.	Utilities and Engineering	5295 Johnson Rd.	MON – TH	14,800	6 pm – 6 am
4.	911 Dispatch Center 2 <sup>nd</sup> floor	4900 W. Copans Rd.	MON – SUN	9245	6 pm – 6 am
5.	Community Center (exclude fitness center and gym).	1100 Lyons Road (to be cleaned 2-times per day)	MON - SUN	13,437	10 pm- 6am 1:00 pm
6.	Recreation Complex (exclude fitness center and gym).	4455 Sol Press Blvd. (to be cleaned 2-times per day)	MON - SUN	15,896	10 pm- 6am 1:00pm

Daytime		Facility Address	Work Days	Approximate Square Footage	Cleaning Hours
7.	Fire Station # 94 office area only.	4455 Sol Press Blvd.	MON – TH	4,453	8 am – 6 pm
8.	Police Department	4800 W. Copans Rd.	MON – TH	15,931	8 am – 6 pm
9.	Parks with restrooms and Pavilions	Multiple locations - See below	MON – SUN	<del>28,270</del> <b>29,989</b>	7 am – 5 pm
10.	Parks without Restroom and Pavilions	Multiple locations - See below	MON – SUN	n/a	7 am – 5 pm
11.	Sabal Pines Parks, code compliance and recreation offices.	5005 NW 39 Ave.	MON – TH	<del>2842</del> <b>4100</b>	8 am – 6 pm
12.	City Commission Offices, Chambers, and Human Resources Department	4800 W. Copans Rd.	MON – TH	6,453	8 am – 6 pm
13.	Records Department 2 <sup>nd</sup> floor	4900 W. Copans Rd.	MON - TH	1000	8 am - 6pm