

City of Doral ITN 2025-12

City Facilities Custodial Services Addendum No. 5

July 7, 2025

The original Invitation to Negotiate (ITN) documents shall remain in full force and effect, except as modified herein, which shall take precedence over any contrary provisions in the prior documents.

- I. ITN-2025-12 Bid due date is hereby postponed from July 17, 2025 at 2:00pm via Demandstar to July 24, 2025 at 2:00pm via Demandstar. As discussed during the MANDATORY Pre-Bid meeting, please plan for sufficient time to upload your ITN Bid response to Demandstar so you may allow for any troubleshooting issue, thus allowing for a successful upload of your document to Demandstar. ITN responses that are not completely uploaded to Demandstar by 2:00pm on July 24, 2025 will be deemed non-responsive.
- II. Submission of required <u>BID BOND</u>

 Due to the change of the ITN bid deadline as outlined in item "I" above, the <u>Bid Bond</u>

 <u>deadline</u> submission is also amended.

A Bid Bond in the amount of five (5%) percent of the base bid amount is required for this project. BID Bond MUST be submitted to the City Clerks Office no later than July 24, 2025 at 2:00pm.

- III. Please be advised that the deadline for questions is Monday, July 7, 2025 at 5:00pm. We will not be able to address any questions past this date and time.
- IV. The following are answers to questions from prospective proposers of ITN-2025-12. Subsequent Addendum will be issued with additional answers to questions from prospective proposers.
 - 1. Q. To help us plan and budget accordingly, we kindly ask that you confirm the required cleaning service hours (what time the crew can start and when they have to finish the job) for each of the following facilities:
 - Doral Central Park Community Center Day Porter / Night Cleaning
 - Doral Aquatic Center:
 - ❖ Water Park Day Porter
 - Competition Side Night Cleaning
 - Doral Legacy Park Community Center Day Porter
 - Additionally, please provide a detailed list of the monthly consumables required for each facility, including the item names and quantities.

A. Cleaning Service Hours

Doral Central Park Community Center

• Day Porter: 12:30 PM - 9:30 PM

Night Cleaning: Begins at 9:00 PM

Doral Aquatic Center

- Water Park Day Porter:
 - ❖ As outlined in the proposal, service is needed from 10:00 AM − 6:00 PM on Saturdays and Sundays from April through October 31st.
 - ❖ During the 10-week summer season, service is required Tuesday through Sunday, 10:00 AM − 6:00 PM.
- Competition Side Night Cleaning:
 - Service required year-round, 7 days a week 1 porter 2 hours.

Doral Legacy Park Community Center

• Day Porter: as needed per hour fee.

Monthly Cleaning Consumables

We currently spend approximately \$2,155 per month on cleaning supplies for the Community and Aquatic Center and Community Center (we have only been open a month and membership is growing). Below is a list of commonly used consumables and their typical sources:

Chemical Type

Disinfectants (EPA-grade)

Degreasers

Restroom Cleaners Hand Soap & Sanitizer

Disinfectant Wipes

Mop Solutions / Floor Care

Vendors

REX Chemical, Armchem, Amazon

REX, Home Depot, Darman

Armchem, Darman, Home Depot

Armchem, Amazon, ULINE

ULINE, Amazon

ULINE, Home Depot, REX

2. Q. Please provide the following information:

Floor Plans & Measurements

- PDF/CAD floor plans for each facility with room dimensions and corridors.
- Counts of sinks, toilets, showers and trash-receptacle locations per restroom/area.
- A. Plans have been provided to prospective proposers that have requested them in writing as instructed to the attendees of the Mandatory Pre-Bid Conference and as outlined in Addendum No. 2.

All counts related to sinks, toilets and trash receptacles are provided in the floor plans that have been issued to prospective proposers.

3. Q. Please provide the following information: Task of frequency & Scope?

- A. Please refer to ITN Scope of service page.
- 4. Q. Please provide the following information:

Events and Peak Demand

- Calendar of recurring events at the Cultural Arts Center and the Community Center, with estimated attendance figures.
- Seasonal schedule and daily attendance projections for the Aquatic Center (Competition and Water-Park sides).

A. For calendar of recurring events please refer to https://www.cityofdoral.com/Departments/Parks-and-Recreation/Special-Events

Seasonal Scheduled for Aquatic Center – Water Park Side Winter Season (Nov. 1- Mar22) CLOSED

Spring Season (Mar22 – June 8)

- m Open Saturday Sunday: 10:00 AM 6:00 PM
- X Closed Monday Friday
- Estimated Attendance: ~4,800 total (800 people × 6 weekend days)

Summer Season (June 9 – August 17)

- III Open Tuesday Sunday: 10:00 AM 6:00 PM
- X Closed Mondays (for Maintenance)
- Estimated Attendance: ~48,000 total (800 people × 60 days)

Summer Adjusted Season (Aug 17 – Sept 1)

- m Open Saturday Sunday: 10:00 AM 6:00 PM
- X Closed Monday Friday
- **Estimated Attendance: ~3,200 total (800 people × 4 weekend days)**

Fall Season (Sept 1 – Oct 31)

- <u>m</u> Open Saturday Sunday: 10:00 AM 6:00 PM
- X Closed Monday Friday
- Estimated Attendance: ~7,200 total (800 people × 9 weekends × 2 days)
- Aquatic Center (Competition Side Year Round)
- Monday Friday: 8:00 AM 8:00 PM
- saturday Sunday: 8:00 AM 2:00 PM
- Estimated Weekly Attendance: ~2,100 (300 people/day × 7 days/week)
- Estimated Annual Attendance: ~109,500 (300 people × 365 days)
- 5. Q. Could you share the current staffing levels by location (i.e., number of porters and supervisors per site)?
 - A. Please refer to answer on questions no. 1 & 4 of this Addendum. Also, answer to questions no. 11 & 12, Addendum 4.
- 6. Q. Question related to Insurance Requirement

Please Clarify the difference between Minimum Insurance Requirements in the ITN.

Pg. 104, Exhibit. A. 3, Minimum Insurance Requirements. III, A., Employer's Liability and Pg. 23, Sect. 2,11, C., Insurance Requirements, Workers Compensation.

Please note the difference in both sections for Commercial Liability and Worker's Compensation.

A. Please be advised that page 104 takes precedence as it relates to the Insurance Requirement. That said, attached to this Addendum 5 is "Amended page 23, Section 2.11. This page has been amended to match what is required on page 104 - Insurance Requirement.

Additional responses to questions will be provided in subsequent issued Addendum.

If you should have any questions regarding this addendum, please do not hesitate to contact roman.martinez@cityofdoral.com.

Sincerely,

Roman Martinez, MBA, CPPO, CPPB Procurement and Asset Management Director sufficient time to unload their ITN pdf bid response to Demandstar and rule out any troubleshooting issues that may arise with the upload.

All information required by the Invitation to Negotiate must be supplied to constitute a regular submittal.

2.11 INSURANCE REQUIREMENTS (Refer to Exhibit "A", page 104)

Successful bidder shall maintain, at their sole expense, during the term of this agreement the following insurances (to be furnished at time of award):

A. Commercial General Liability Insurance (Occurrence Basis)

Combined single limit Bodily Injury/Property Damage, including Products Liability, with minimum limits of not less than \$2,000,000.

B. Automobile Liability Insurance

Combined single limit Bodily Injury/Property Damage of not less than \$1,000,000 combined single limit covering owned, hired and non-hired vehicle use.

C. Worker's Compensation:

Worker's compensation insurance covering thee Bidder and the Bidder's employees with not less than the following limits:

Worker's Compensation - Statutory State of Florida

- \$1,000,000 for bodily injury caused by an accident, each accident.
- \$1,000,000 for bodily injury caused by disease, each employee.
- \$1,000,000 for bodily injury caused by disease, policy limit.

Workers Compensation insurance must be provided for all persons fulfilling this contract, whether employed, contracted, temporary or subcontracted.

Please Note: The Certificate shall contain a provision that coverage afforded under the policy will not be cancelled until at least thirty (30) days prior written notice has been given to the City. Certificates of insurance, reflecting evidence of the required insurance, shall be provided to the City. In the event the Certificate of Insurance provided indicates that the insurance shall terminate and lapse during the period of this Agreement, the vendor shall furnish, at least thirty (30) days prior to the expiration of the date of such insurance, a renewed Certificate of Insurance as proof that equal and like coverage for the balance of the period of the Agreement or extension hereunder is in effect.

The City reserves the right to require additional insurance in order to meet the full value of the scope of services.

At award time, the successful bidder must furnish a Certificate of Insurance and Declaration of Coverage Page showing the City of Doral as additional named insured on each of the policies referenced above.

2.12 EXCEPTIONS TO SPECIFICATIONS

Exceptions to the specifications shall be listed on the Bid Form and shall reference the section. Any exceptions to these Sections may be cause for the bid to be considered non-responsive.

2.13 COMPLETE PROJECT REQUIRED

(AMENDED page, Addendum 5)