



**ITB No. 18-22-44402
Janitorial Cleaning Services, Herlong Airport**

**Addendum No. 01
October 5, 2018
Questions and Answers**

The following changes are being made:

Article V – BID FORM

The Bid Form has been changed. Respondents must submit the **REVISED BID FORM**, which is attached as Exhibit A.

QUESTIONS AND ANSWERS

- Q1. Which documents/exhibits are due for review prior to submitting your bid?
- R1. JAA does not need to review any documents before bids are submitted. Respondent's bid package must contain all the documentation that is required by ITB No. 18-22-44402.**
- Q2. Does JAA want the Respondent to use specific chemicals for the cleaning services, including carpet?
- R2. JAA does not require any specific chemicals. The carpet shall be cleaned with products compatible with carpet squares. Respondent shall test chemicals on a small area prior to full application.**
- Q3. What is the square footage for Suite 400 and Suite 500?
- R3. Suite 400 is 2010 square feet and Suite 500 is 1873 square feet.**
- Q4. What is the square footage for the floor stripping, waxing and buffering?
- R4. Suite 400 - Vinyl 983 square feet and Suite 500 - Vinyl 1364 square feet.**
- Q5. How often does JAA require the floors to be stripped?
- R5. A minimum of once a year. JAA reserves the right to request quotes for additional cleaning.**

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- Q6. Does the Reference Form, Exhibit A, have to be included on the two copies and one on the USB flash drive?
- R6. **The Reference Form should be completed by the person submitting a reference on behalf of your respective company. The person completing the form should seal and sign the envelope as instructed in the ITB. The envelope containing the reference should be returned to the company submitting the bid who should include the reference unopened with their bid.**

The Question and Answer period is closed.

Bid Due Date is October 17, 2018 at 2:00 PM (local time)

BIDS SHOULD BE DELIVERED TO THE JAA ADMINISTRATION BUILDING, 14201 PECAN PARK ROAD, JACKSONVILLE, FL 32218. DO NOT DELIVER BIDS TO HERLONG AIRPORT.