



Post Office Box 3005
2831 Talleyrand Avenue
Jacksonville, Florida 32206-0005
www.jaxport.com

September 30, 2021

ADDENDUM NO. 01
TO SPECIFICATIONS AND CONTRACT DOCUMENTS
FOR
REQUEST FOR PROPOSAL NO. 21-03
JANITORIAL CLEANING SERVICES
(100% SEB participation only)
FOR THE JACKSONVILLE PORT AUTHORITY

The item(s) of this Addendum shall modify and become a part of the contractual documents for this project as of this date.
(Failure to acknowledge this addendum may be grounds for rejection of proposal.)

Item No. 01

Throughout the RFP Specifications and any E-Builder Notifications, **DELETE:** *“Proposals are due: WEDNESDAY, OCTOBER 6, 2021 at 2:00PM”* **REPLACE TO READ:** *Proposals are due:*

WEDNESDAY, OCTOBER 13, 2021 at 2:00 PM (EST)

Item No. 02

Revise RFP Specifications, Attachment No. 01-Service Locations, BIMT Location No. 4 (page SLL-2), **DELETE:** *“Approximately 12,225 sq. ft.”* and **REPLACE TO READ:** *“Approximately 12,776 sq. ft.”*

Item No. 03

Reference to RFP Specifications Attachment No. 4, Location No. 4, Blount Island Marine Terminal (BIMT) **DELETE** and **REPLACE WITH:** *“LOCATION NO. 4 – REVISED COPY, Blount Island Marine Terminal”* (Addendum No. 01, Attachment No. 3)

ATTACHMENTS TO CONTRACT SPECIFICATIONS

Attachment No. 1 – *Questions received by E-mail and/or E-Builder*

Attachment No. 2 – *Service Locations Drawings (12-pages)*

Attachment No. 3 – *Revised “RFP Attachment No. 4 - BIMT Cleaning Requirements” to add Container Freight Station (2-pages)*

Attachment No. 4 – *Restroom Square Footage for BIMT & TMT (3-pages)*

Acknowledgment of the following addenda is hereby made:

Addendum #1, Dated: _____ Initials _____

Company: _____

NOTE: THIS ADDENDUM SHALL BE ACKNOWLEDGED ON THE BID FORM OR UPLOADED WITH BID PACKAGE IN E-BUILDER. FAILURE TO ACKNOWLEDGE ADDENDUM MAY BE GROUNDS FOR REJECTION OF BID.

PLEASE VISIT [HTTPS://WWW.JAXPORT.COM/PROCUREMENT/](https://www.jaxport.com/procurement/) OR CALL PROCUREMENT SERVICES AT (904) 357-3455, PRIOR TO THE BID OPENING TO DETERMINE IF ANY ADDITIONAL ADDENDA HAVE BEEN RELEASED ON THIS PROJECT.



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**REQUEST FOR PROPOSAL NO. 21-03
JANITORIAL CLEANING SERVICES
(100% SEB participation only)
FOR THE JACKSONVILLE PORT AUTHORITY**

RESPONSE TO QUESTIONS

1. Do we have to be Jaxport certified SEB to bid? If so, how do we go about setting that up?

ANSWER: Bidders must be certified as a Small Business Enterprise as defined under ARTICLE V, Section 5.02 of the bid package. The list of certifying agencies and their contact information are under ARTICLE V, Section 5.03 of the bid package.

2. I am having issues accessing E-Builder, who do I contact?

ANSWER: E-Builder's Technical Support can be reached via phone: 1-888-288-5717, fax: 1-888-576-9322, or email support@e-builder.net.

3. Please advise...for this RFP 21-03, you're asking for copy of Occupational License for the past three years. What documents would consider as Occupational License for Janitorial Service bid?

ANSWER: The Proposer's Duval County Tax Collector's Business Tax Receipt.

4. Is there a site visit or walk through for the janitorial RFP?

ANSWER: Site visits will be scheduled on a per request basis. Request for site visits must be made to Procurement Services at (904) 357-3455 or jerrie.gunder@jaxport.com no later than **Monday, October 4, 2021 by 4:30 PM** to be considered. Refer to this Addendum Attachment No. 2 "Location Drawings" and Attachment No. 3 "Restroom Square Footage" for BIMT (service location #4) and TMT (service location #5).

ATTACHMENT NO. 2

LOCATION DRAWINGS

PCOB (service location #1)

SOC (service location #2)

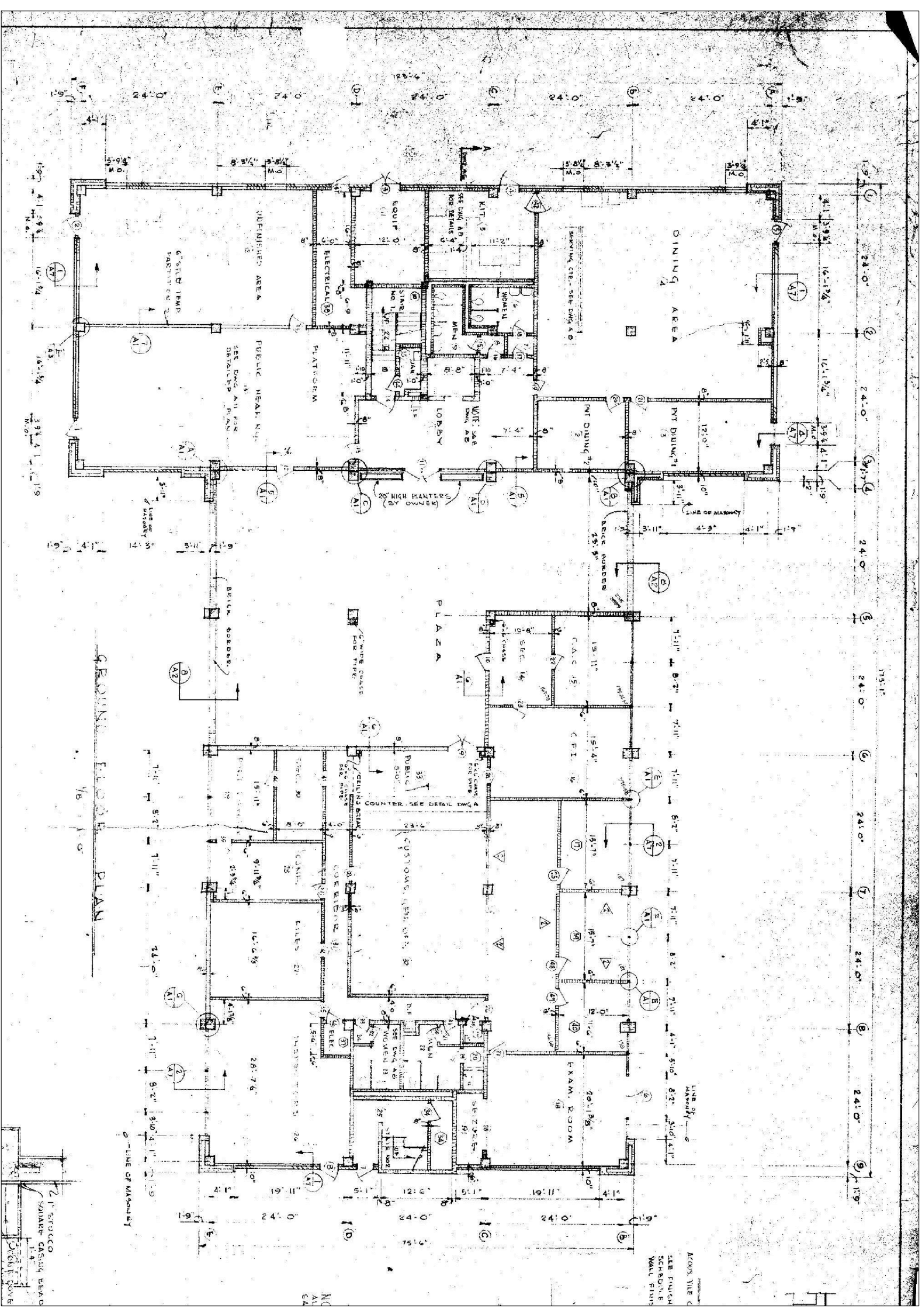
DPCT (service location #3)

BIMT (service location #4)

TMT (service location #5)

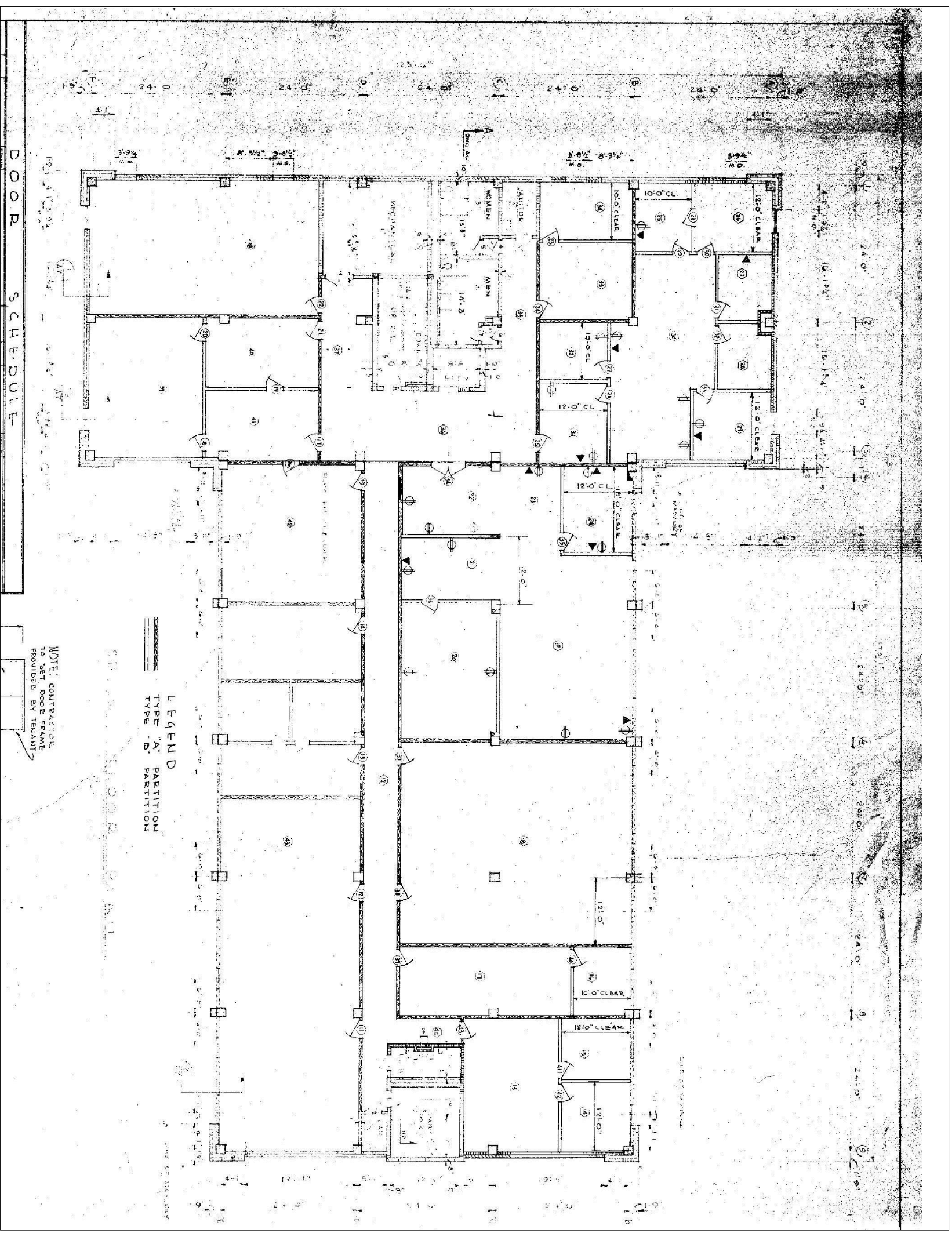


BUILDING T-1
PCOB
2831 TALLEYRAND AVE.
(GROUND FLOOR)



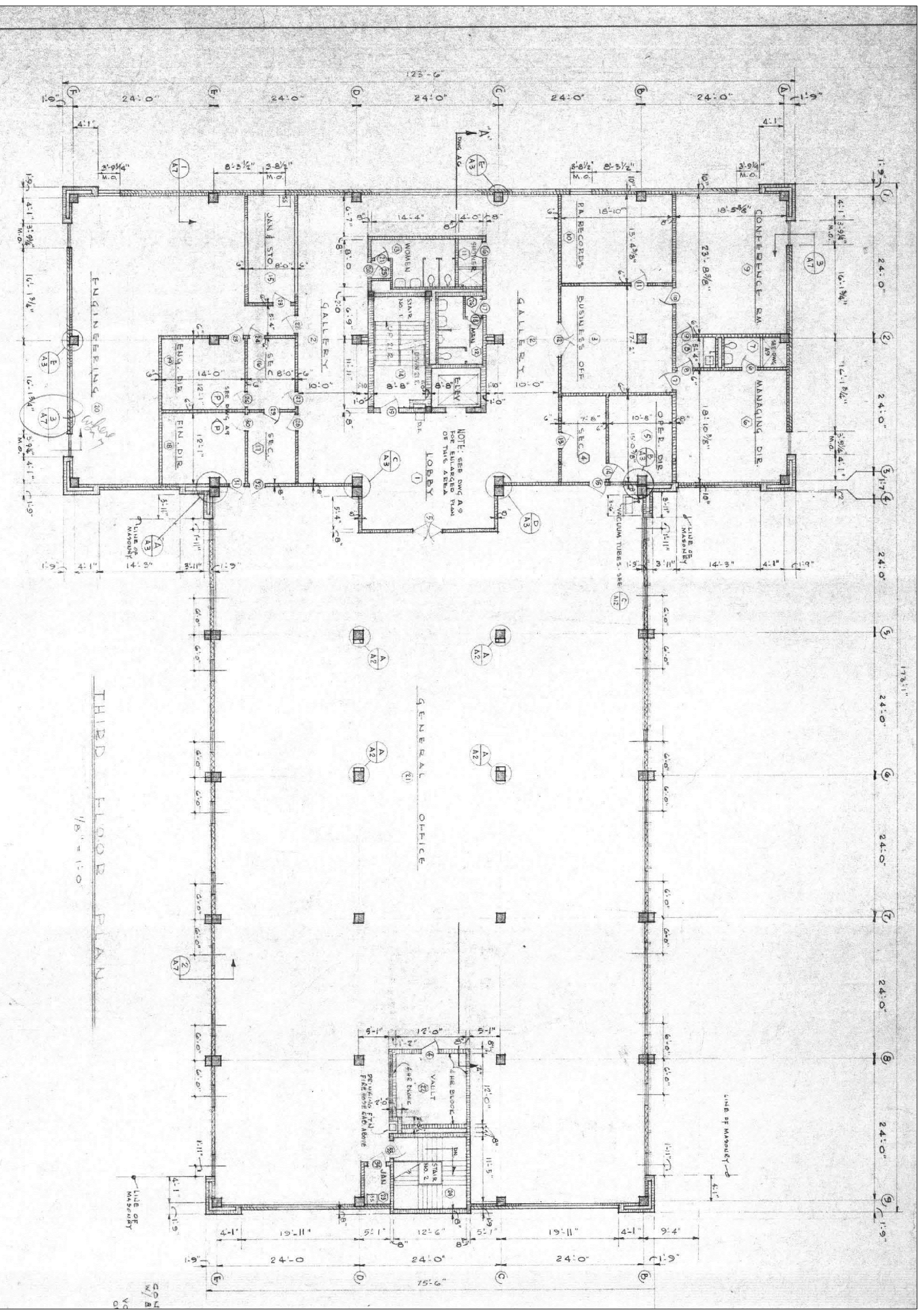


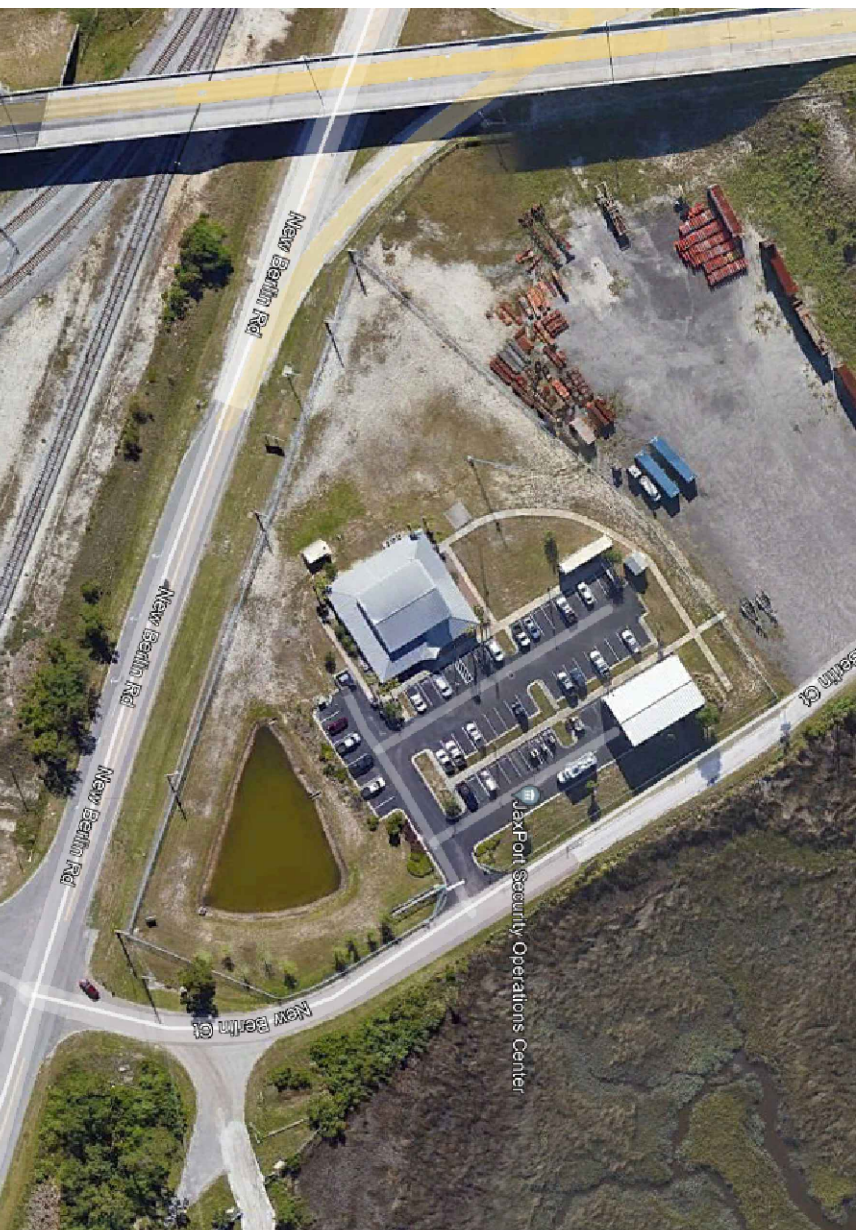
BUILDING T-1
PCOB
2831 TALLEYRAND AVE.
(SECOND FLOOR)



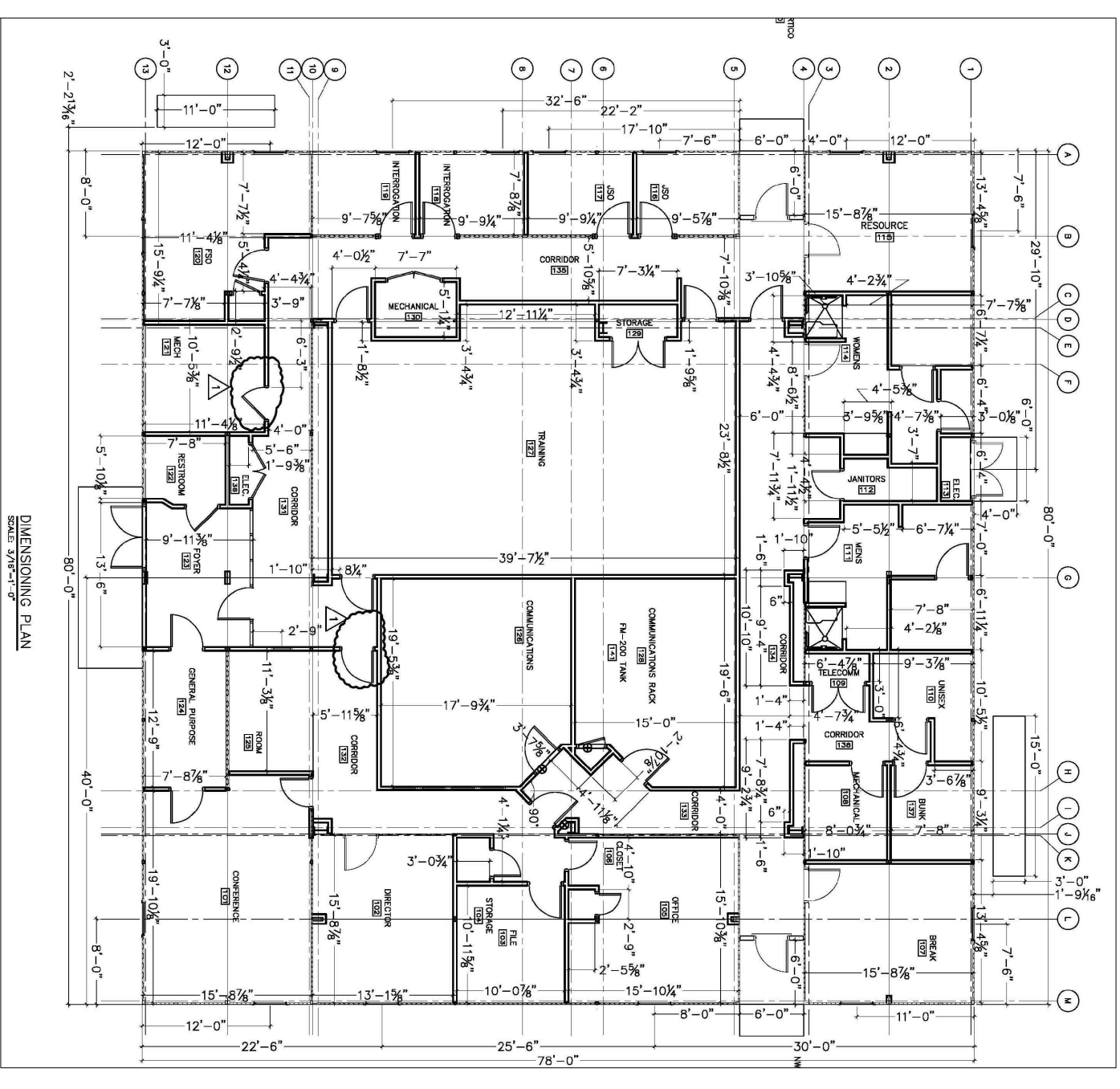


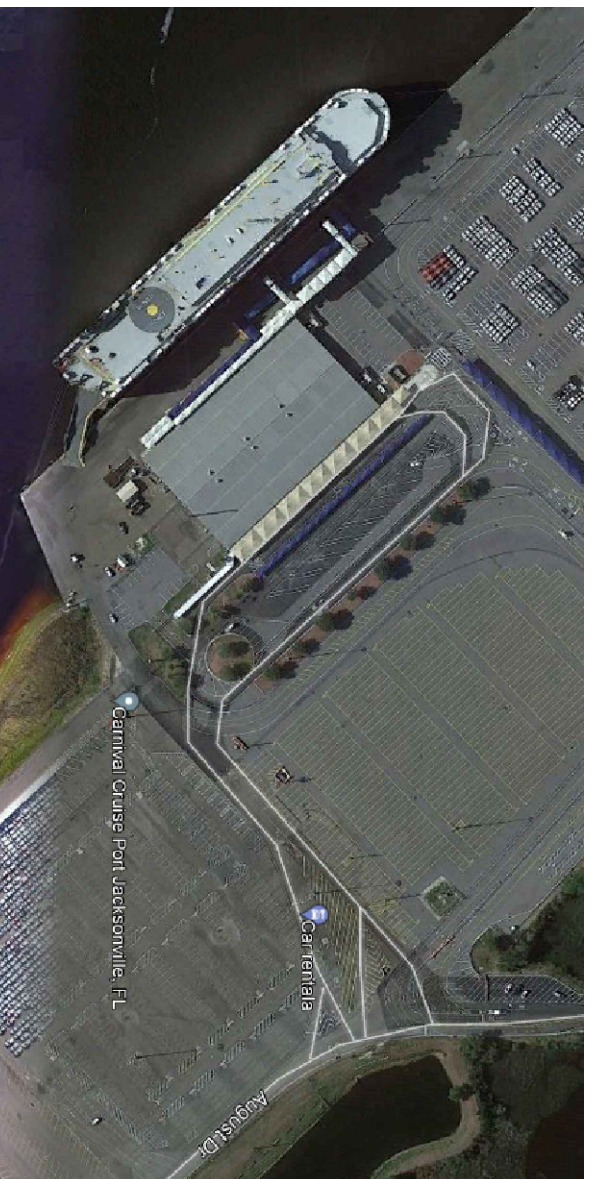
BUILDING T-1
PCOB
2831 TALLEYRAND AVE.
(THIRD FLOOR)



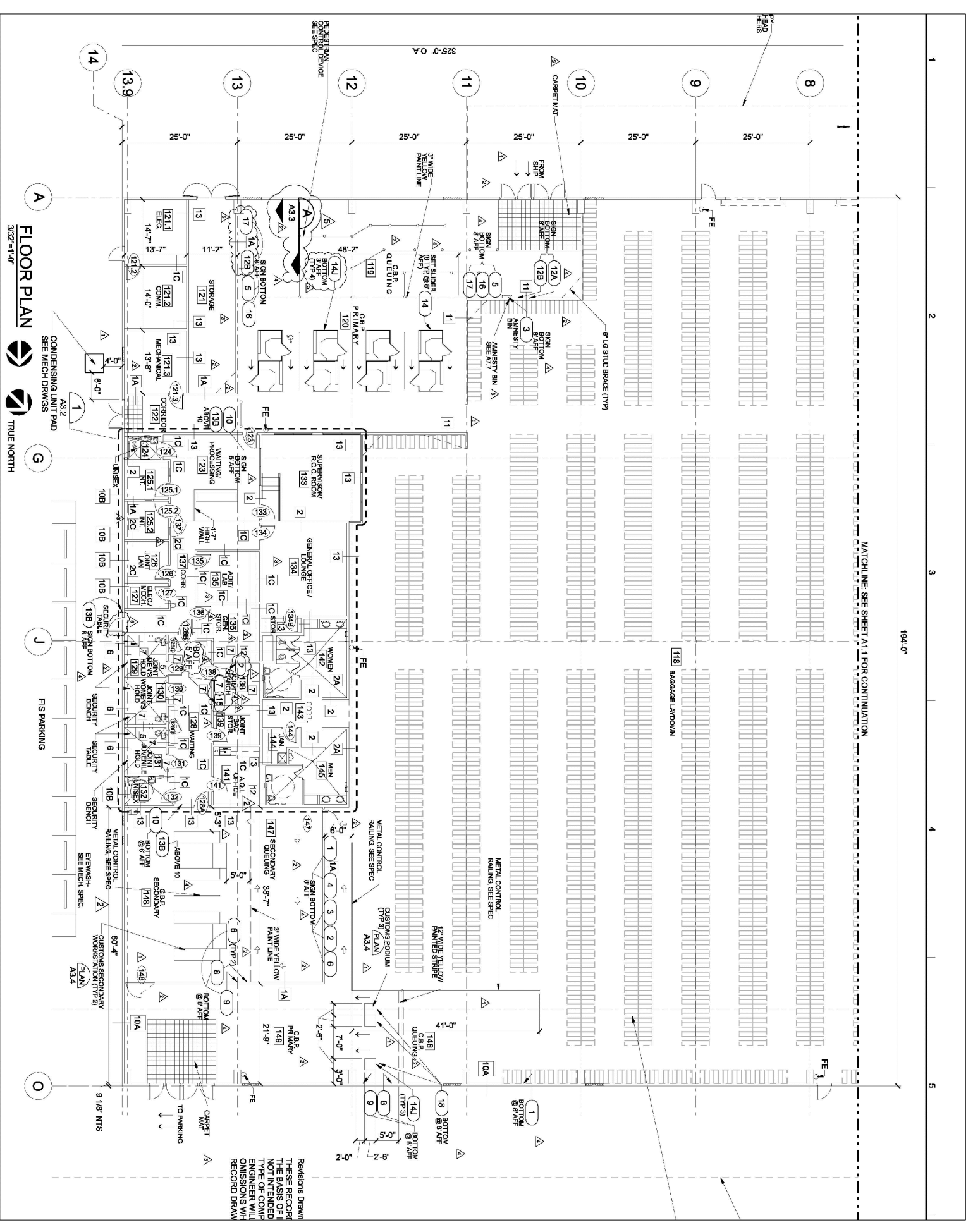


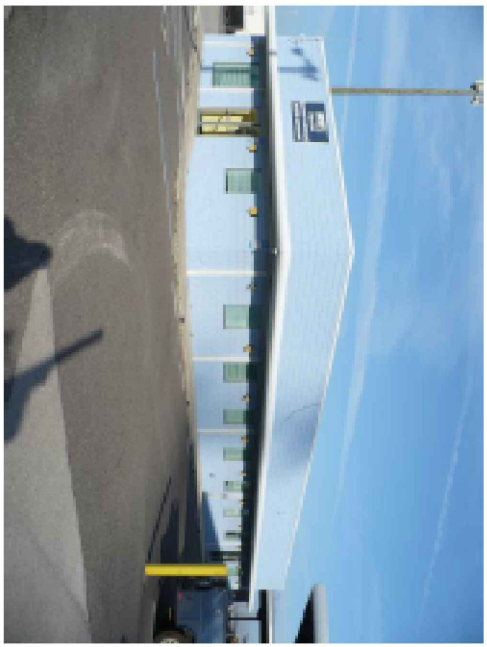
BUILDING SOC
DPMT SOC
9530 NEW BERLIN COURT



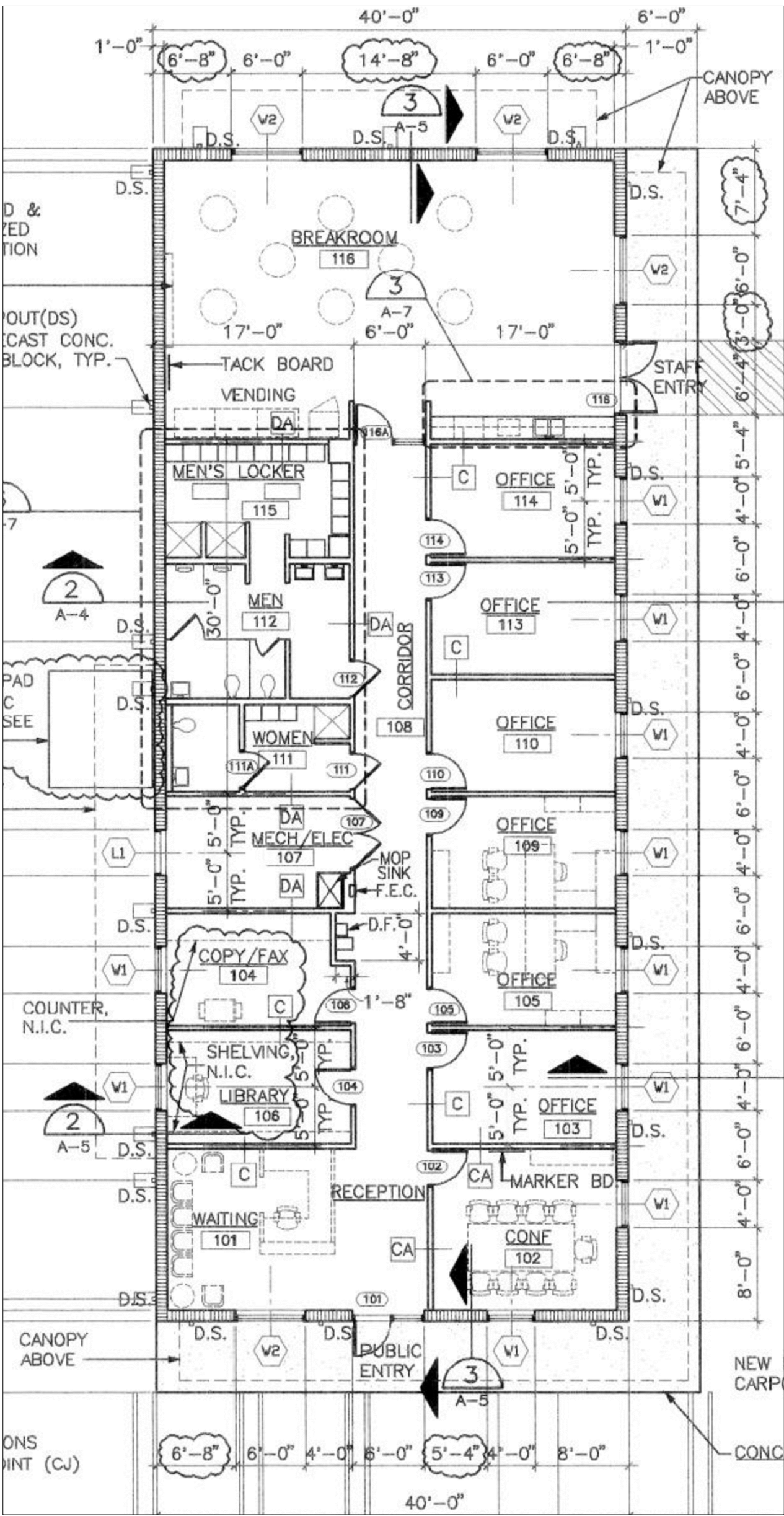


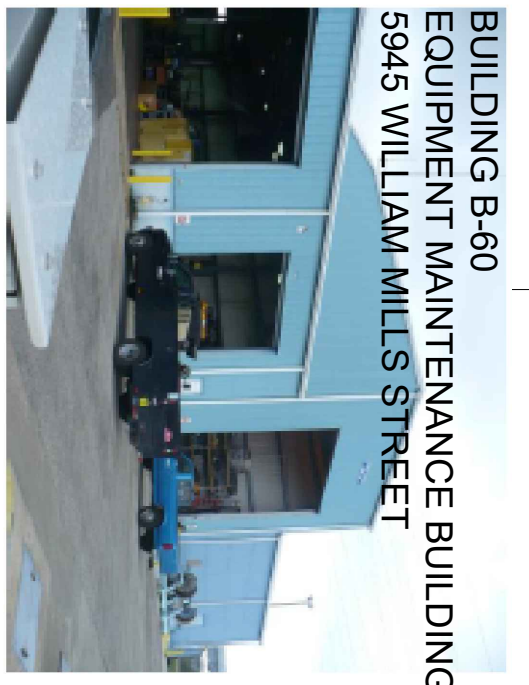
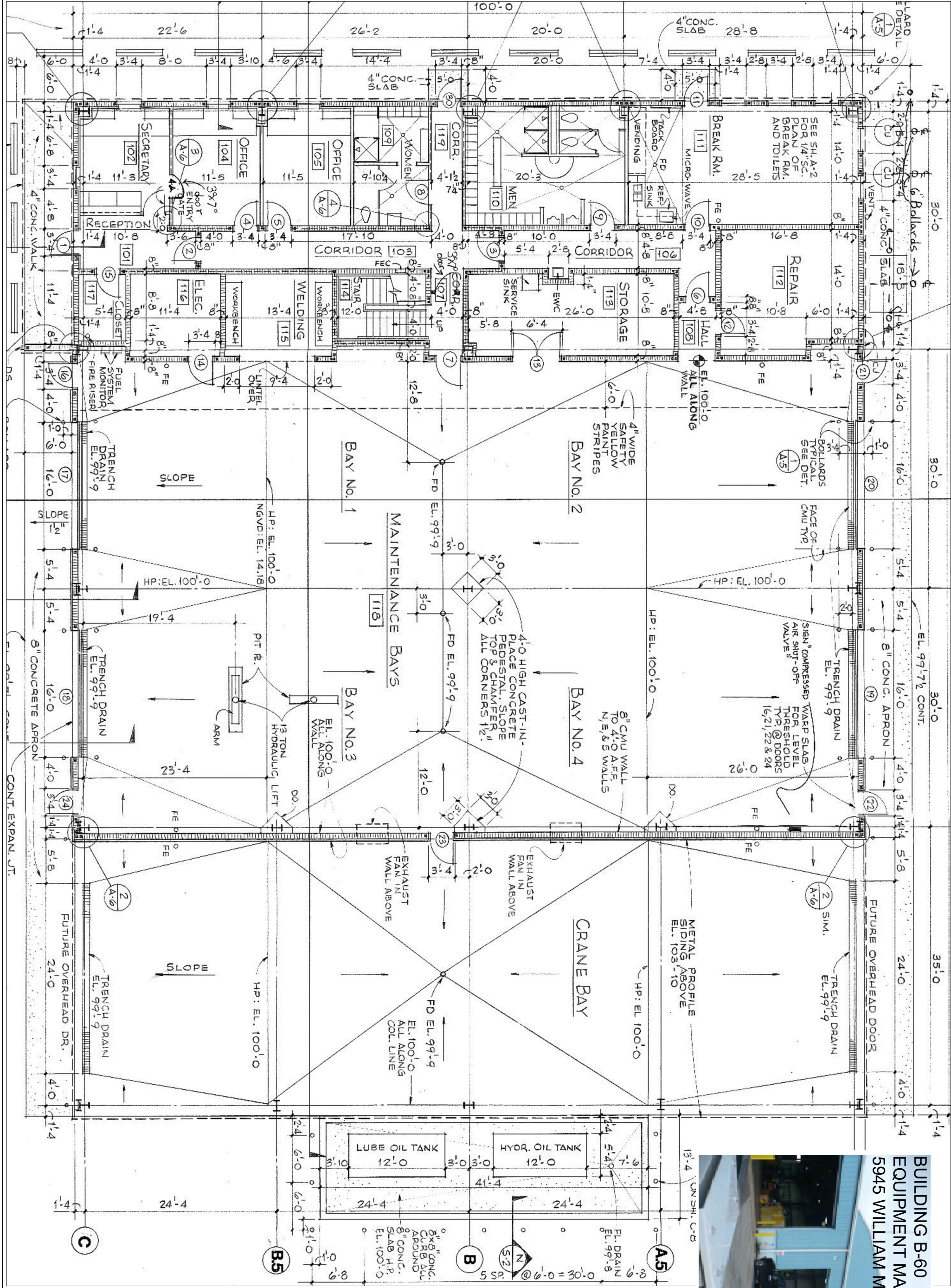
**DPMT
CRUISE TERMINAL
9810 AUGUST DRIVE**





BUILDING B-59
 OPS
 5945 WILLIAM MILLS STREET

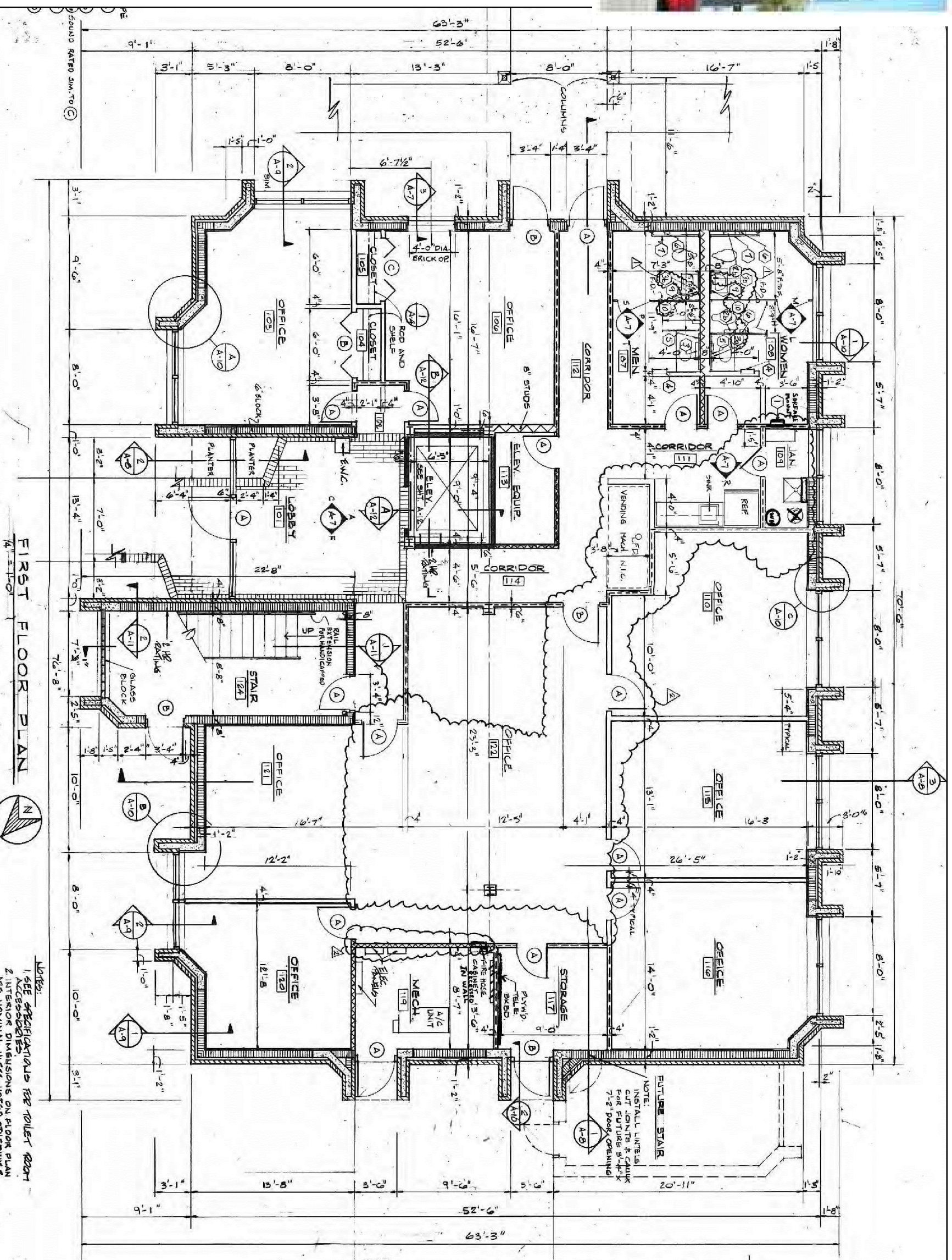




**BUILDING B-60
EQUIPMENT MAINTENANCE BUILDING
5945 WILLIAM MILLS STREET**



**BUILDING B-1
ACCESS CONTROL
9620 DAVE RAWLS BLVD
(FIRST FLOOR)**



FIRST FLOOR PLAN
1/4" = 1'-0"



- Notes:**
1. SEE SPECIFICATIONS FOR TOLLER ROOM ACCESSORIES
 2. INTERIOR DIMENSIONS ON FLOOR PLAN ARE NOMINAL UNLESS NOTED OTHERWISE
 3. ALL INTERIOR PARTITIONS SHALL EXTEND TO THE UNDERSIDE OF THE FLOOR SLAB ABOVE.

**OPERATIONS FACILITY
BLOUNT ISLAND MARINE TERMINAL • JACKSONVILLE, FLORIDA
JACKSONVILLE PORT AUTHORITY**

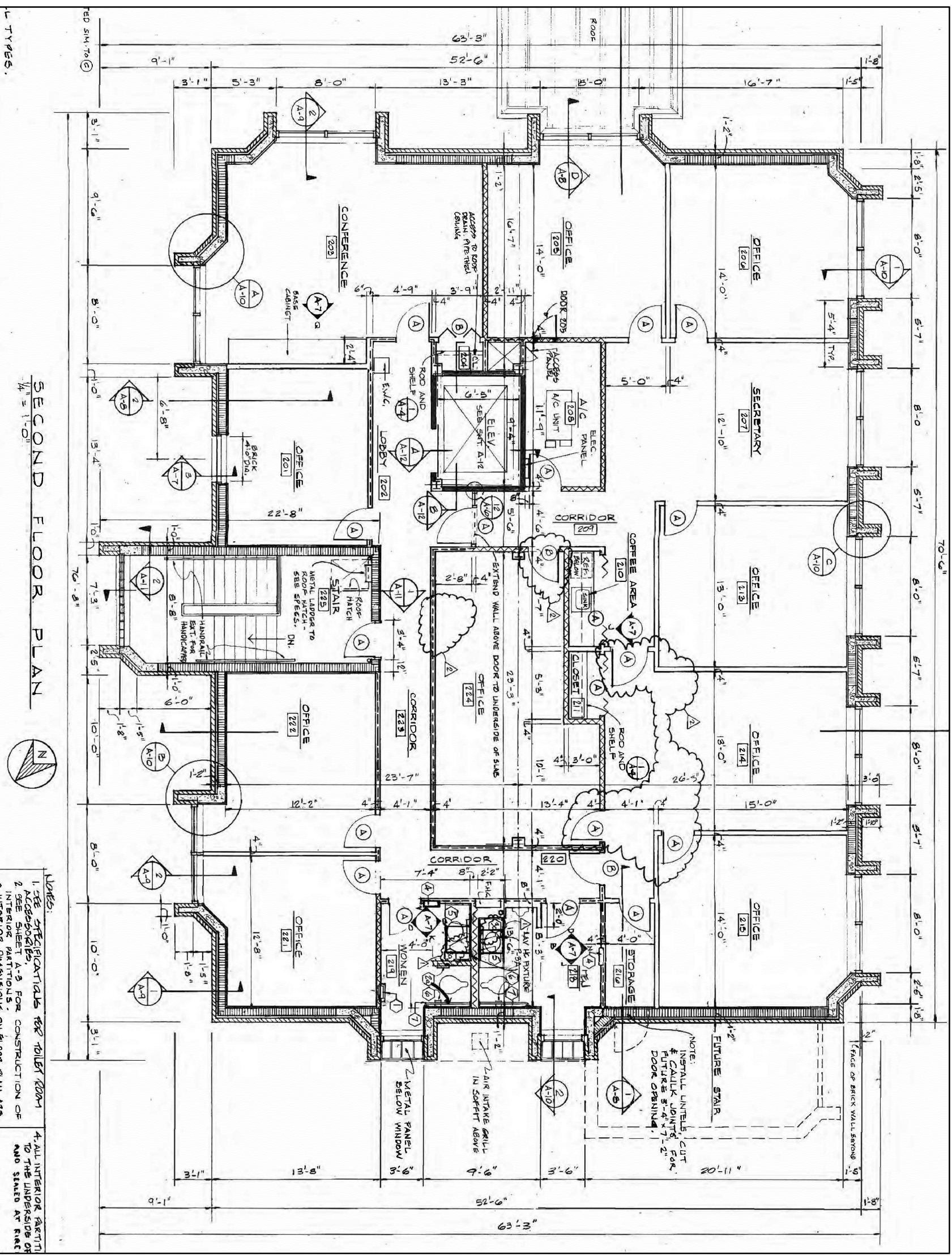
Revisions

Mk	Date	Description
Δ (SJM)	8/1/11	TOILET ACCESSORIES
Δ (SJM)	8/1/11	OFFICE LAYOUT

FIRST FLOOR PLAN
Form No. 209-01/12/2010 Date 11/2/2010 Drawn by J.D.J.



**BUILDING B-1
ACCESS CONTROL
9620 DAVE RAWLS BLVD
(SECOND FLOOR)**



NOTES:
 1. SEE SPECIFICATIONS FOR TOILET ROOM
 2. SEE SHEET A-3 FOR CONSTRUCTION OF INTERIOR PARTITIONS.
 3. INTERIOR DIMENSIONS ON FLOOR PLAN ARE NOMINAL UNLESS NOTED OTHERWISE.
 4. ALL INTERIOR PARTITION TO THE UNDERSIDE OF AND STAIR AT RISE

SECOND FLOOR PLAN
 1/4" = 1'-0"

LETTERS.

**OPERATIONS FACILITY
 BLOUNT ISLAND MARINE TERMINAL JACKSONVILLE, FLORIDA
 JACKSONVILLE PORT AUTHORITY**

Revisions	
No.	Description
1	15 JAN 91 TOILET ACCESSORIES
2	8 MAY 91 OFFICE LAYOUT
3	
4	

SECOND FLOOR PLAN

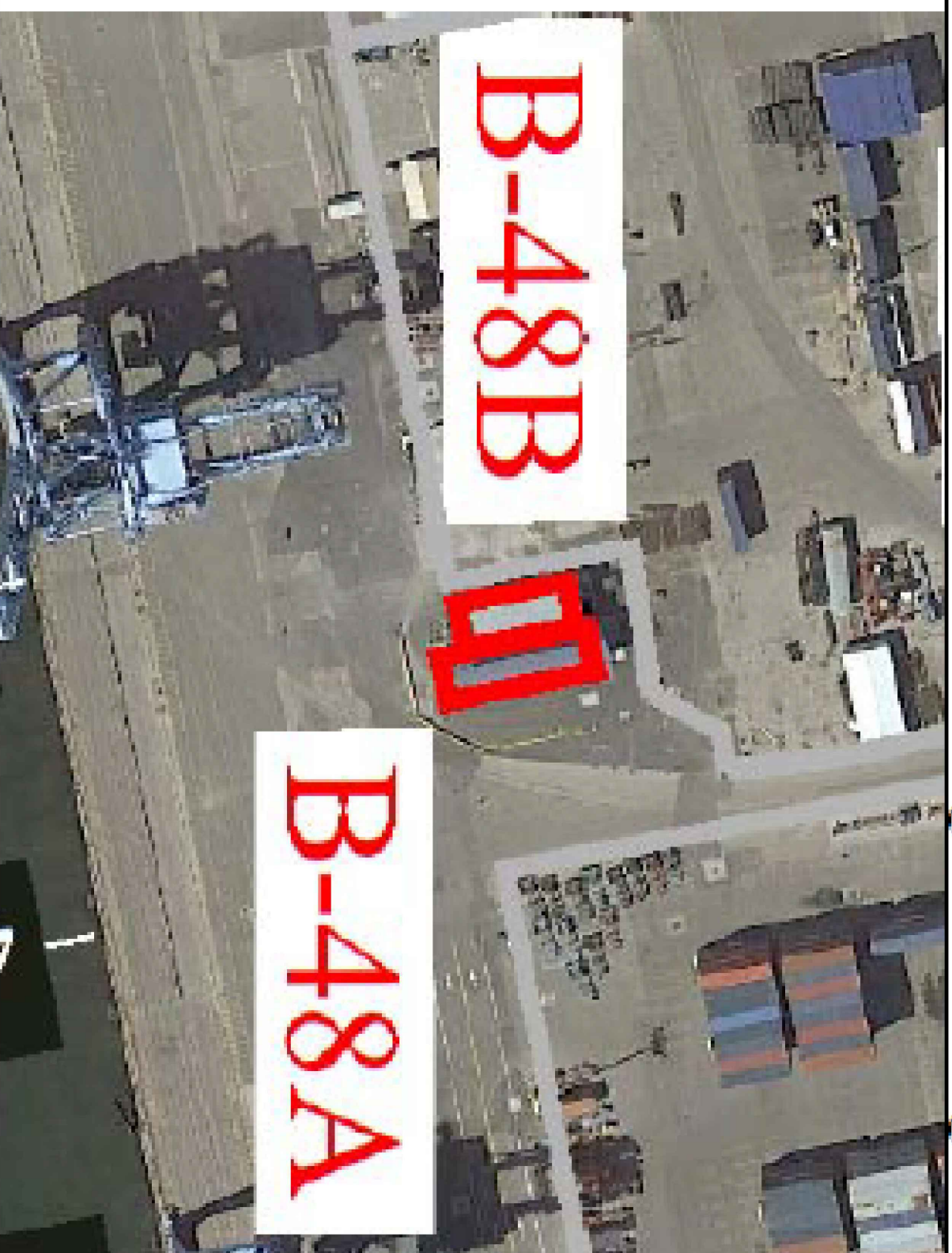
File No. 8920122000 Date 11.8.90 Drawn BY []

B-48-B

JPA

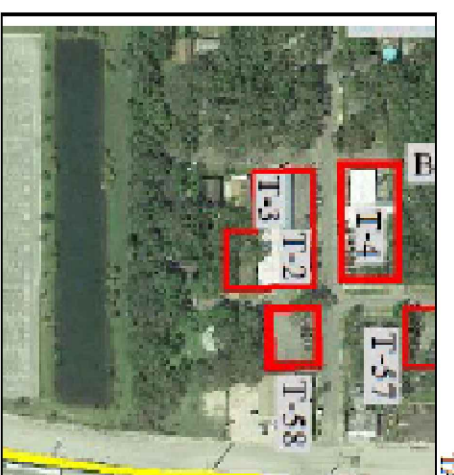
JPA

Switchgear Building

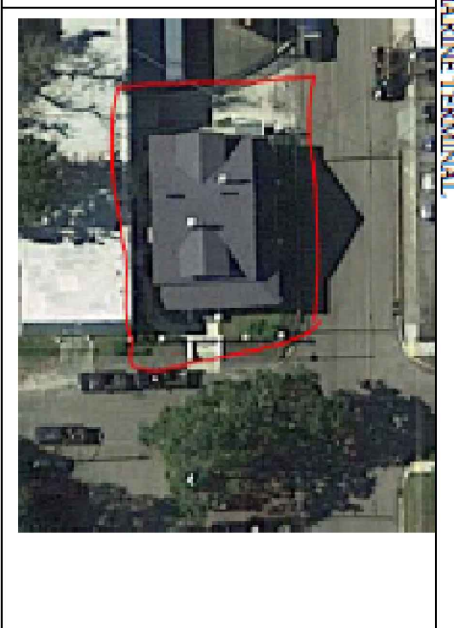




BUILDING T2
2064 E 11TH STREET
(2 FLOORS BREAKROOM &
STORAGE)

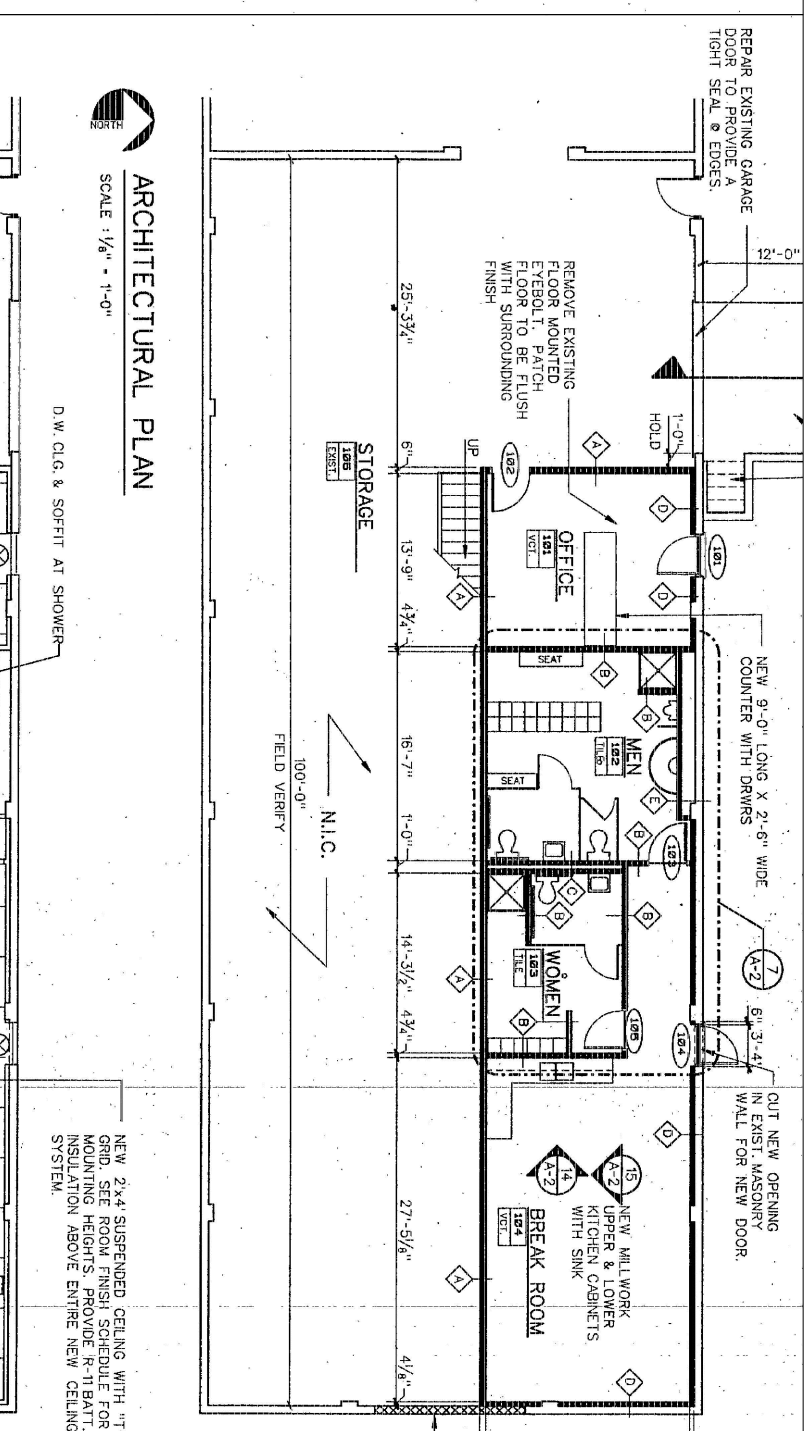
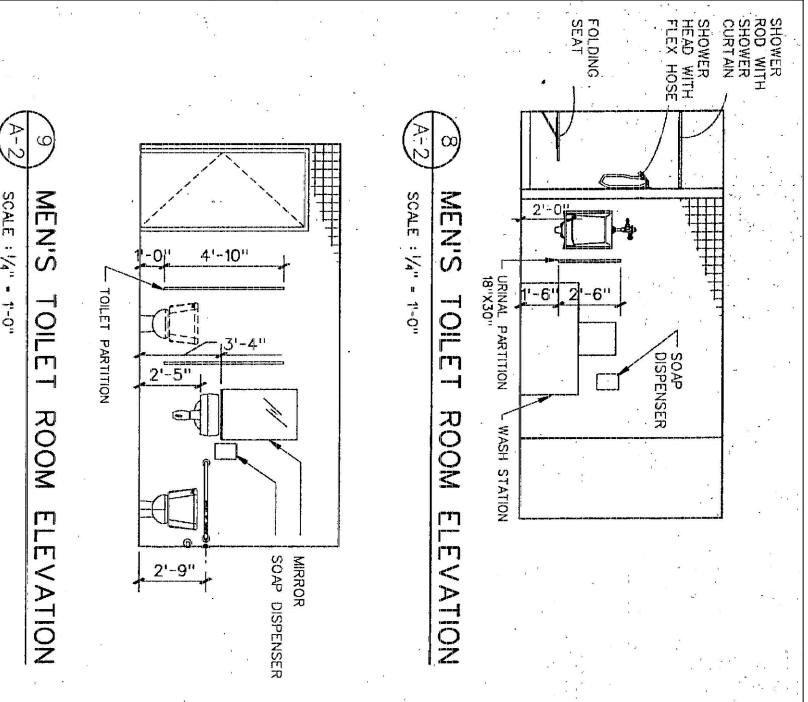
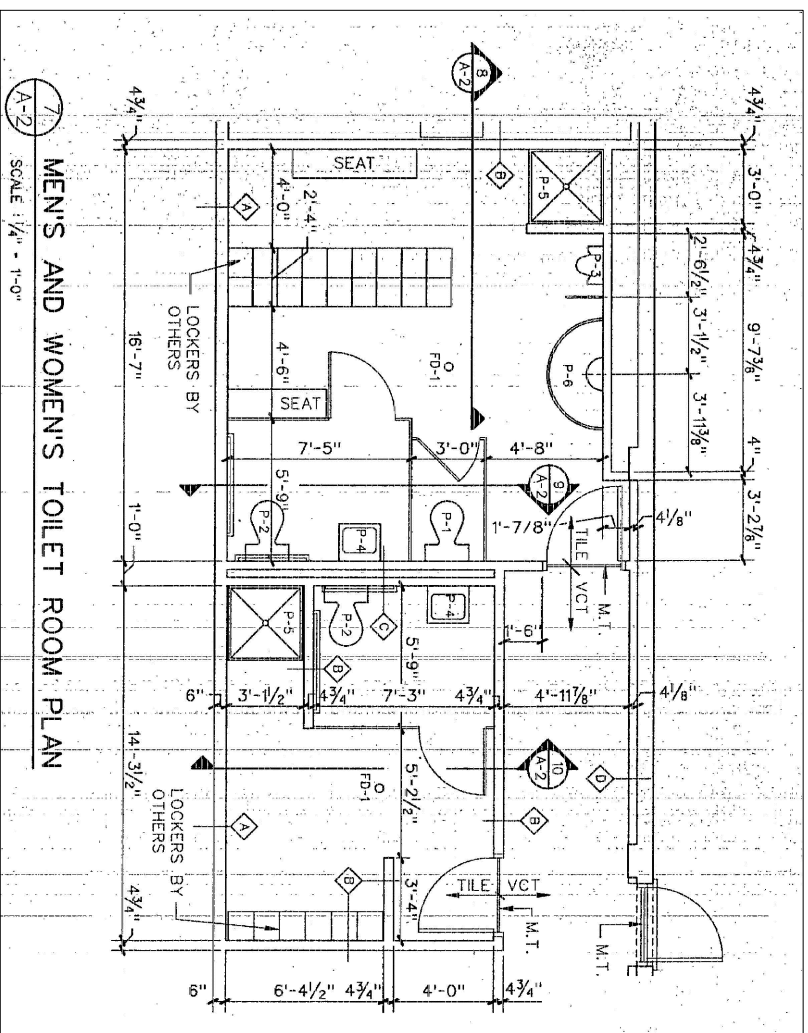


T2 TMT Operations Building
2064 E 11th St.
PLAN VIEW



T2 TMT Operations Building
PLAN VIEW FROM GOOGLE EARTH

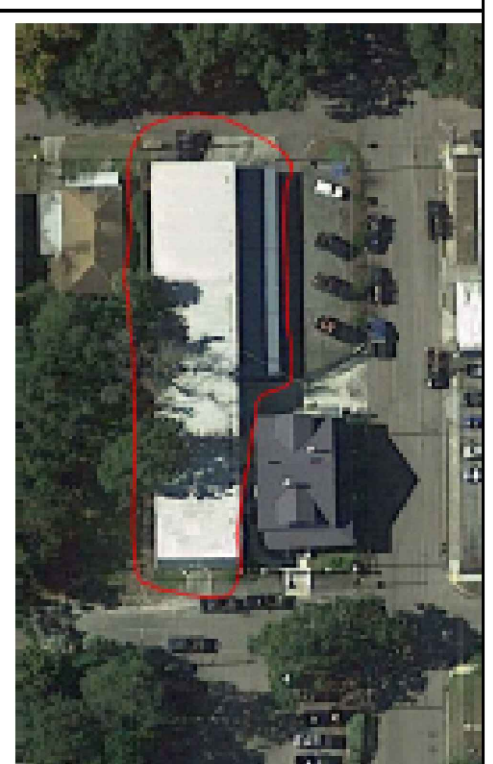
TALLEYRAND MARINE TERMINAL



**BUILDING T3
TMT EQUIPMENT MAINTENANCE
2064 E 11TH STREET
NO DRAWINGS**



**T3 TMT Equipment Maintenance
PLAN VIEW**



**T3 TMT Equipment Maintenance
PLAN VIEW FROM GOOGLE EARTH**

ATTACHMENT NO. 3

BIMT

(Service Location #4)

**REVISED CLEANING
REQUIREMENTS**

LOCATION NO. 4 – REVISED COPY

BLOUNT ISLAND MARINE TERMINAL (BIMT)

**SECURITY ACCESS CONTROL CENTER - 9620 Dave Rawls Blvd.
FACILITIES & EQUIPMENT MAINTENANCE - 5945 William Mills Street
CONTAINER FREIGHT STATION - 5160 William Mills Street
Jacksonville, FL 32226**

DAILY (Monday – Friday)

1. Offices and Breakroom

- Vacuum carpet floors in offices/breakroom and arrange chairs
- Empty trash and replace liners
- Clean baseboards, door and walls as needed
- Wipe down counter, microwave, refrigerator door and top with damp cloth
- Clean and disinfect sinks
- Sweep and mop hard floors
- Pick up trash in designated area
- Replace paper and soap products as required

2. Reception area, offices, break rooms, repair room and hallways

- Dust mop and wet mop all floors
- Vacuum carpet in offices
- Clean baseboards, door and walls as needed

3. Restrooms - eight (8) (2 times per day, morning & afternoon at 9620 Dave Rawls Blvd.)

- Clean and disinfect toilets and urinals
- Clean and disinfect partitions and walls
- Sweep, mop and disinfect floors
- Clean and disinfect sinks/showers
- Clean all mirrors and stainless-steel finishes
- Empty trash and replace liners
- Fill paper products and soap dispensers

4. Stairwell (Wednesday only)

- Sweep and mop stairwell

5. Offices and common areas (Weekly)

- Sweep brick at entrance and clean entrance glass
- Sweep stairwells
- Wipe cleared desks, credenzas and file cabinets
- Dust window ledges
- Dust vertical blinds

NOTE:

The General Daily / Nightly / Weekly / Monthly Cleaning Requirements listed under the RFP ARTICLE IV - SCOPE OF WORK, Section 4.11 applies as needed.

WAREHOUSE #1 RESTROOMS
Daily (Monday through Friday)

1. Restrooms – three (3)

- Clean and disinfect toilets and urinals
- Clean and disinfect partitions and walls
- Sweep, mop and disinfect floors
- Clean and disinfect sinks
- Clean all mirrors and stainless-steel finishes
- Empty trash and replace liners
- Fill paper products as required
- One soap bar per sink

CONCRETE RESTROOMS
DAILY (Tuesday & Thursday)

1. Restrooms – two (2)

- Clean and disinfect toilets
- Clean and disinfect sinks and walls
- Mop and disinfect floors
- Restock paper supplies and soap
- Empty trash cans and replace liners
- Clean all mirrors and stainless finishes

CONTAINER FREIGHT STATION (CFS) *(added location)*
DAILY (Monday, Wednesday & Friday)

1. Restrooms – four (4)

- Clean and disinfect toilets and urinals
- Clean and disinfect sinks and walls
- Mop and disinfect floors
- Restock paper supplies and soap
- Empty trash cans and replace liners
- Clean all mirrors and stainless finishes

SWITCHGEAR BUILDING
DAILY (Monday through Friday)

1. Office and Restroom – two (2)

- Empty trash and replace liners
- Dust mop and wet mop floors (1st & 2nd floors)
- Clean all glasses, mirrors and stainless finishes
- Wipe clean break area counter tops
- Clean entrance door and remove handprint
- Clean and disinfect toilets
- Clean and disinfect sinks and walls
- Restock paper supplies and soap

ATTACHMENT NO. 4

RESTROOMS SQUARE FOOTAGE

BIMT (service location #4)

TMT (service location #5)

RESTROOM SQUARE FOOTAGE

SERVICE LOCATION NO. 4

BLOUNT ISLAND MARINE TERMINAL (BIMT)

BIMT WAREHOUSE #1 RESTROOMS

5051 Propeller Drive, Jacksonville FL 32226

RESTROOMS – three (3):

- (1) *190sqft 1st Men's*
- (2) *81sqft Women's has an indoor & outdoor access*
- (3) *190sqft. 2nd Men's*

BIMT CONCRETE RESTROOMS

9667 Blount Island Blvd, Jacksonville FL 32226

RESTROOMS – two (2):

- (1) *144sqft Men's*
- (2) *108sqft Women's*

BIMT CONCRETE RESTROOMS

8998 William Mills Rd, Jacksonville FL 32226

RESTROOMS – two (2)

- (1) *144sqft Men's*
- (2) *108sqft Women's*

BIMT CONTAINER FREIGHT STATION *(added location)*

5160 William Mills St., Jacksonville FL 32226

RESTROOMS – two (2) sets each area:

SOUTH END

- (1) *313 ½ sqft Men's*
- (2) *153sqft Women's*

NORTH END

- (1) *42sqft Men's*
- (2) *42sqft Women's*

BIMT SWITCHGEAR BUILDING

OFFICE RESTROOMS – two (2): *See "RFP Attachment No. 1 - Service Locations" for sq. ft. details*

RESTROOM SQUARE FOOTAGE

SERVICES LOCATION NO. 5

TALLEYRAND MARINE TERMINAL (TMT)

**TMT OPERATIONS BUILDING (1ST FLOOR & 2ND FLOOR)
2064 East 11TH Street, Jacksonville, FL 32206**

RESTROOMS – four (4): *See “RFP Attachment No. 1 - Service Locations” for sq. ft. details*

**TMT EQUIPMENT MAINTENANCE & FACILITIES BREAKROOMS
2039 East 11TH Street, Jacksonville, FL 32206**

RESTROOMS – two (2): *See “RFP Attachment No. 1 - Service Locations” for sq. ft. details*

**TMT WAREHOUSE #1, NE CORNER
2085 Talleyrand Avenue, Jacksonville, FL 32206**

RESTROOMS – two (2):

- (1) *Men’s - 212 sqft*
- (2) *Women’s - 57sqft*

**TMT WAREHOUSE #1, WEST DECK
2085 Talleyrand Avenue, Jacksonville, FL 32206**

RESTROOMS – two (2):

- (1) *Men’s – 200 sqft*
- (2) *Women’s – 100sqft*

**TMT PHASE “C” RESTROOMS
2085 Talleyrand Avenue, Jacksonville, FL 32206**

RESTROOMS – two (2)

- (1) *Men’s – 80 sqft*
- (2) *Women’s – 21sqft*

TMT MAIN ROAD RESTROOMS

2085 Talleyrand Avenue, Jacksonville, FL 32206

RESTROOMS – two (2):

- (1) *Men's – 110 sqft*
- (2) *Women's – 110 sqft*

TMT GATE RESTROOMS

East 11TH Street, Jacksonville, FL 32206

RESTROOMS – four (4):

- (1) *Men's – 55 sqft*
- (2) *Women's – 55 sqft*
- (3) *2-Mobile – 51 sqft*

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