DATE: October 2, 2012

TO: All Prospective Bidders

FROM: Delores R. Pertee

RE: EXTERIOR BUILDING CLEANING SERVICES AT THE COLUMBUS CENTER – BC-20844-P
ADDENDUM # 2

The following amends the above referenced Bid documents. Receipt of this addendum must be acknowledged by completing the enclosed "Acknowledgement of Receipt of Addenda" Form and submitting it along with the Bid forms to the University.

The due date and time for the Bids to be submitted to the University remains as MONDAY, OCTOBER 8, 2012 by 2:00 p.m., via fax to the attention of Delores R. Pertee at 410-455-1009.

A. CLARIFICATION:

Per follow-up to our Pre-Bid Meeting and site tour, the following is provided as clarification to the requirements under Section I: Description of Work, of the Bid documents.

1. Window Walls – only the exterior will be cleaned as part of this contract.
2. The window wall at the Front Lobby shall be cleaned inside and outside.
3. The interior and exterior of each elevator (2) car is to be cleaned, and is usually done on weekends. The glass on floors 3, 4 and 5 of the elevator is also included in this contract.
4. All exterior metal is to be cleaned, and the corrugated panels on the outside of the building are metal and are included in this contract.
5. The frosted glass panels on the shell shapes on the outside of the building are not included.
6. There is no parking available at the Columbus Center. The successful contractor will have to use the garage next door or other parking facilities in the area.

B. QUESTIONS AND ANSWERS:

1. QUESTION: In the walkthrough, it was mentioned that the building drawings including the exterior elevations would be available. When could we expect this to be distributed?
   ANSWER: The requested elevation drawings are attached.
2. QUESTION: What is the value of this contract or what is the current projected budget for the new contract?
   ANSWER: UMBC is seeking the firm that will offer the best value -- quality services at the best prices. The budget will be determined at that time.

3. QUESTION: Section 2 of the Material Safety Data Sheet (MSDS) for Murphy’s Oil Soap (Colgate-Palmolive Institutional Products) Composition/information on ingredients lists an OSHA Regulated Component as Potassium Hydroxide which under the Clean Water Act is a section 311 material. What measures will you require to dispose of the Murphy’s Oil Soap used in conjunction with this project?
   ANSWER: The Columbus Center management and UMBC’s Environmental Safety and Health Department will work together to collect the runoff from the Tent and dispose of it properly.

4. QUESTION: Section 13 of the MSDS for Murphy’s Oil Soap, addresses disposal considerations. “Any disposal practice must be in compliance with local, state and federal laws and regulations. Do not dump into sewers, any body of water, or on the ground.” Given your high visibility location in the inner harbor and the proximity of the waterways of the inner harbor to your facility, what requirements do you have in place to contain, capture and prevent this material from coming into contact with the environmentally sensitive surrounding areas?
   ANSWER: The Columbus Center management and UMBC’s Environmental Safety and Health Department will work together to collect the runoff from the Tent and dispose of it properly.

5. QUESTION: Will it be necessary to notify the Fire Department or US Coast Guard if improperly or non-contained Murphy’s Oil soap is allowed to enter into the inner harbor waterway?
   ANSWER: No. All contact with the appropriate authorities would be made by the Columbus Center management in such an event.

6. QUESTION: On the Bid Price Form, Section F “Other”, what are we pricing in this area?
   ANSWER: This area is provided for the company to list any requirement that may have been overlooked, but that is essential in order to perform the scope of work of this contract as contained in the bid documents, and not to add additional services.
7. QUESTION: My company did the initial window and post construction cleaning of the entire building many years ago. There is no easy access to some of the areas of the building, and it appears that the windows have not been cleaned in many years, as noticed during the walk-through last week. Can we add this portion of work to our bid under Section F: “Other”, as the Interior North Wall, Glass & Frames? How do we list this in the bid correctly so that you understanding the area we are referring to?

I believe this section is open to the bidders to make suggestions as to what they feel can bring to the table to improve the building’s appearance as an addition to the areas already covered in the bid.

ANSWER: See Question #6 above. If you would like to propose an additional area, please ensure that it is priced separately and not included in your total lump sum price.

8. QUESTION: What is the height of the tent?
ANSWER: The top of the tent is approximately 108 feet high. The top of the skylights are approximately 114 feet high.

9. QUESTION: Are there any weight issues with holding workers while cleaning the tent?
ANSWER: No.

10. QUESTION: What is the timeframe for completing the cleaning?
ANSWER: The contract requires no official or specific timeline for cleaning the building’s exterior. However, in the past the work has typically been completed in late Spring/early Summer and typically lasted from 1-2 weeks, depending on the number of workers assigned to the job and the prevailing weather conditions.

11. QUESTION: Is Murphy’s Oil Soap the only product that can be used on the tent? Toloul is referenced in Attachment A, Section 6: Cleaning, Paragraph C, Item #1 as another cleaner that can be used for badly soiled areas. Please clarify.

ANSWER: Despite the cleaning specifications stated in Attachment A, we require that the fabric area of the roof to not be washed with anything other than Murphy’s Oil Soap at the recommended dilution rate of .33 ounce per gallon of water. The soap should be applied gently with only soft, nylon bristle brushes.
12. QUESTION: What is the estimated amount of metal surfaces that will be cleaned?
   ANSWER: We do not currently have an estimate for the amount of metal surfaces to be cleaned; However, the attached elevation drawings show each side of the building. The contractor may wish to calculate the square footage of any surface using these drawings.

13. QUESTION: How long is the building?
   ANSWER: The Columbus Center building is 380 feet long.

14. QUESTION: Is there any OSHA inspection requirements?
   ANSWER: No. This is not a University requirement.

15. QUESTION: How frequently were the services of each line on the Bid Price Form performed previously, and were you happy with those frequencies?
   ANSWER: All services have been performed annually, with the exception of the exterior metal surface washing which has been done on an as-needed basis, which typically has been every 5 years.

16. QUESTION: What are the weight restrictions on the lobby floor?
   ANSWER: There are no weight restrictions per se, but any large equipment other than regular cleaning equipment (such as lifts or booms) would have to be cleared by the Facilities Management prior to it being used on the job.

17. QUESTION: Are we authorized to use water-fed extension poles for first floor exterior window cleaning?
   ANSWER: Yes, that is acceptable.

18. QUESTION: Are we authorized to use the tie-ups (Anchorage system) on the rooftop?
   ANSWER: Yes. All anchorages will have been inspected and certified prior to the start of the contract. The Columbus Center will not provide ropes, D-rings, seats, swing stages or any other equipment required in order to rappel or move about the building’s exterior.

19. QUESTION: Is there a wage scale that applies to this contract?
   ANSWER: No.
20. **QUESTION:** Who currently is performing this contract or providing this service? Can you please provide me with the previous award amount and contractors’ information for this project?

**ANSWER:** Valcourt Building Services, previously provided this service, however, our contract with them has expired and we must bid this work out for the new contract. The amount of the previous contract is available, per request, under the Public Information Act.

**Enclosure:** Building Elevation Drawings
Acknowledgement of Receipt of Addenda Form

**Cc:** Procurement File

**END OF ADDENDUM #2 DATED 10/2/12**
This addendum was posted on the University’s eBid Board and eMaryland Market on 10/2/12.
(Original with enclosures were not mailed)
BID NO.: BC-20844-P

BID DUE DATE: MONDAY, OCTOBER 8, 2012 AT 2:00 P.M.

BID FOR: EXTERIOR BUILDING CLEANING SERVICES AT THE COLUMBUS CENTER

NAME OF BIDDER: ________________________________

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA

The undersigned, hereby acknowledges the receipt of the following addenda:

Addendum No. ___ dated _09/12/12
Addendum No. ___ dated _10/2/12
Addendum No. ___ dated ________
Addendum No. ___ dated ________
Addendum No. ___ dated ________

As stated in this Addendum, this form is to be returned within your Bid.

______________________________
Signature

______________________________
Printed Name

______________________________
Title

______________________________
Date

END OF FORM