



SUPERIOR COURT OF CALIFORNIA
COUNTY OF ALAMEDA
FINANCE BUREAU

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TO: POTENTIAL BIDDERS RECEIVING RFP NUMBER SC 012/026
FROM: Superior Court of California, County of Alameda
Finance Bureau
DATE: March 27, 2012
SUBJECT/PURPOSE OF MEMO: ADDENDUM NO. 1 TO RFP NUMBER SC 012/026

CONTACT FOR FURTHER INFORMATION: Linda Salcido: Procurement Manager
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This Addendum No. 1 is issued for the Janitorial RFP No. SC 012/026, which was posted on the Courts website on March 1, 2012.

Changes/Edits to RFP:

Section 6.0 Submission of Proposals subsection 6.2 b. should be corrected as follows:

The Proposer must submit one (1) original and five (5) copies of the cost proposal.

Attachment 4: Revised Document attached.

Attachment 8: Information related to the West Winton Facility should read:

Rentable Square Footage for cleaning: 6,322

Questions received:

Q1: What is the average number of people who enter into each of the Court locations?

A1: Here are the averages for each site; this does not include number of employees: Rene C. Davidson Courthouse/Administration Building 3,172; Hayward Hall of Justice 2,000-2,500; Juvenile Justice Center 500-800; George E. McDonald Hall of Justice 350; Berkeley Courthouse 120; Wiley W. Manuel Courthouse 1,450; and Fremont Hall of Justice 1800-2200. There is no regular public access to the Office of Information Technology site.

Q2: How many employees are located in each of the Court locations?

A2: Here are the staff counts by location: Rene C. Davidson Courthouse 295; Hayward Hall of Justice 144; Juvenile Justice Center 23; George E. McDonald Hall of Justice 40; Berkeley Courthouse 13; Wiley W. Manuel Courthouse 118; Fremont Hall of Justice 67; West Winton facility 15; Administration Building 32; and Office of Information Technology 34.

Q3: How many day porters does the Court require at each site?

A3: There should be a minimum of one at each site; however the Court is asking vendors to provide their own recommendations based on information they have about each site, staffing and public visiting to make a recommendation.

Q4: Does the current Contractor provide union labor?

Q4: Yes, however this is not a requirement of the Contract.

Q5: What are the key periods of activity throughout the Court?

A5: There are no key periods, should any special events be scheduled the Court will notify the Contractor of any special services that may be required should an event take place, however this does not happen with any regularity.

If you have any questions with regard to this addendum please submit them to the Courts email address bidquestions@alameda.courts.ca.gov

ATTACHMENT 4
PROPOSER’S ACCEPTANCE OF TERMS AND CONDITIONS

Instructions: Mark the appropriate choice below and sign this attachment.

_____ Proposer accepts Attachment 2: Court Standard Terms and Conditions (“Attachment 2”) without exception.

OR

_____ Proposer proposes exceptions or modifications to Attachment 2. Proposer must also submit (i) a red-lined version of Attachment 2 that clearly tracks proposed modifications, and (ii) a written explanation or rationale for each exception or proposed modification.

BY (<i>Authorized Signature</i>) 
PRINTED NAME OF PERSON SIGNING
TITLE OF PERSON SIGNING