



PURCHASING DEPARTMENT

COLE COUNTY COMMISSION

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To: All Interested Parties
From: Jessica Bryant, Cole County Purchasing Agent
Date: December 18, 2024
Re: Addendum One to Cole County Bid No. 2024-22 Cleaning Services, EMS

The following information hereby becomes part of the above-referenced Request for Bid and shall be fully considered in the preparation of your response.

1. During the Pre-Bid Meeting held on December 16, 2024 at 10:00 a.m. a tour was given of the EMS Facility located at 319 Adams Street, Jefferson City, Missouri 65109, so the contractor(s) could see the layout of the area.
2. Does the County want inside and outside of the windows cleaned? Does the County want all of the building windows cleaned?
 - We are requesting for the interior windows be cleaned monthly, only on the areas discussed in the RFP. An option will be added to be bid tab to clean all exterior windows annually. Please see the new bid tab document that is downloaded on the website.
3. Does the County want buffing done on both sides of the building?
 - Yes, buffing is to be done on all the laminate flows in the building – twice per year.
4. Does the County want the stairs cleaned?
 - Yes.
5. Does the County want the elevator cleaned?
 - Yes.
6. Is there an approved chemical to use for buffing?
 - Please follow the below steps we received regarding the floors:

When routine/daily cleaning no longer provides adequate results, a more aggressive deep cleaning is required to thoroughly clean the floor.

1. Thoroughly sweep or vacuum the flooring remove all loose dirt and grit.
2. Prepare a cleaning solution using one of the recommended pH neutral cleaners identified on the reference chart below.
3. The dilution ratio depends on light to heavy soil conditions. Follow the manufacturer's label instructions.
4. Apply the cleaning solution with a nylon or rayon mop, or pump type sprayer. **DO NOT FLOOD THE FLOOR.**
5. Let the cleaning solution dwell for 5 to 15 minutes (dwell time is based on soil conditions of the floor). **DO NOT ALLOW THE SOLUTION TO DRY.**
6. Scrub the flooring using a single disc rotary machine (175 – 350 RPM) equipped with a 3M 5100 red pad or equivalent. In small areas, use a deck brush attached to a handle.
7. Remove the cleaning solution using a wet vacuum or a map.
8. Rinse the floor thoroughly with clean water.
9. Allow the flooring to dry completely.

NOTE: The cleaning process may need to be repeated on heavily soil floors.

MAINTENANCE PRODUCT REFERENCE CHART

NOTE: Always follow the manufactures label for proper mixing ratios and use.

Initial Cleaning

| | Daily Cleaning | Daily Cleaning | Deep Cleaning |
|---|---------------------------------------|--|--|
| Buckeye www.buckeyeinternational.com 1-800-321-2583 | Straight Up | Straight Up | Straight Up |
| Buckeye Blue Certified Green Products | Buckeye Blue Tenacity | True 7 | Buckeye Blue Tenacity |
| Diversey www.diversey.com 1-800-558-2332 | Profi | Profi | Profi |
| Prominence Certified Green Products | Prominence Stride | Stride | Prominence Stride |
| Spartan Chemical www.spartanchemical.com 1-800-537-8990 | TriBase | TriBase | TriBase |
| Certified Green Products | Green Solutions Industrial Cleaner | Green Solutions All Purpose Cleaner | Green Solutions All Purpose Cleaner |
| XL North www.xlnorth.com 1-888-530-2259 | XL APC All Purpose Cleaner | XL APC All Purpose Cleaner | XL APC All Purpose Cleaner |

The bid receipt date and time HAVE NOT CHANGED; submissions will be received until Wednesday, January 8, 2025 at 3:00 p.m.

I/We have received Addendum Number One to Bid No. 2024-22 and have fully considered the information provided in preparing a response.

Name of Company

Agent and Title

Authorized Signature