

A G R E E M E N T

THIS AGREEMENT ("Agreement") is made and entered into this 17th day of October, 2017 (the "Effective Date"), by and between the COUNTY OF FRESNO, a political subdivision of the State of California, hereinafter referred to as "COUNTY", and Crown Window Cleaning and Building Services, Inc., whose corporate address is 2017 N. Gateway Blvd. #103, Fresno, CA 93727, hereinafter referred to as "CONTRACTOR".

R E C I T A L S

WHEREAS, COUNTY has a need for window washing services; and

WHEREAS, COUNTY issued Request for Quotation No. 18-002 and Addendum No. One and Two thereto for window washing services (collectively, the "RFQ"); and

WHEREAS, CONTRACTOR submitted the lowest overall responsive bid for providing the services requested in the RFQ; and

WHEREAS, CONTRACTOR is qualified and willing to perform said services as stated in CONTRACTOR's response to the RFQ ("Response").

NOW, THEREFORE, for and in consideration of the promises herein, and for other good and valuable consideration, the parties agree as follows:

1. OBLIGATIONS OF THE CONTRACTOR

A. CONTRACTOR shall perform and deliver all window washing services set forth in the RFQ and CONTRACTOR's Response, both of which are attached hereto as Attachments A and B, respectively, and incorporated herein by reference.

B. CONTRACTOR shall furnish all labor and materials, including tools, and equipment required to perform all the work in a good and workmanlike manner, free from any and all liens and claims of mechanics, material-men, subcontractors, artisans, machinists, teamsters, day-men and laborers required for the services described in Attachment A.

C. CONTRACTOR shall comply with all applicable Federal, State, County and City regulations regarding wages, hours, and working conditions.

2. OBLIGATIONS OF THE COUNTY

1 A. COUNTY shall compensate the CONTRACTOR as provided in this Agreement.

2 B. Only the COUNTY's Internal Services Department – Facilities Services Division is
3 authorized to place orders for window washing services under this Agreement.

4 C. COUNTY shall provide one (1) "County Representative," to represent the
5 COUNTY as set forth herein below and work with the CONTRACTOR in carrying out
6 CONTRACTOR's obligations under this Agreement. The County Representative will be the
7 COUNTY's Facilities Division Manager or his or her designee.

8 D. The County Representative will:

- 9 a. Approve window washing schedules;
- 10 b. Inspect and accept CONTRACTOR's work; and
- 11 c. Verify work completion.

12 **3. TERM**

13 The term of this Agreement shall be for a period of three (3) years, commencing on
14 the Effective Date, through and including the last day of the three-year period. This Agreement may
15 be extended for two (2) additional consecutive twelve (12) month periods upon written approval of
16 both parties no later than thirty (30) days prior to the first day of the next twelve (12) month
17 extension period. COUNTY's Director of Internal Services/Chief Information Officer or his/her
18 designee, is authorized to execute such written approval on behalf of COUNTY based on
19 CONTRACTOR's satisfactory performance.

20 **4. TERMINATION**

21 A. Non-Allocation of Funds – The terms of this Agreement, and the services to be
22 provided hereunder, are contingent on the approval of funds by the appropriating government
23 agency. Should sufficient funds not be allocated, the services provided may be modified, or this
24 Agreement terminated, at any time by giving the CONTRACTOR thirty (30) days advance written
25 notice.

26 B. Breach of Contract – The COUNTY may immediately suspend or terminate this
27 Agreement in whole or in part, where in the determination of the COUNTY there is:

- 28 a. An illegal or improper use of funds;

- b. A failure to comply with any term of this Agreement;
- c. A substantially incorrect or incomplete report submitted to the COUNTY;
- d. Disregard for California laws and regulations; or
- e. Improperly performed service.

In no event shall any payment by the COUNTY constitute a waiver by the COUNTY of any breach of this Agreement or any default which may then exist on the part of the CONTRACTOR. Neither shall such payment impair or prejudice any remedy available to the COUNTY with respect to the breach or default. The COUNTY shall have the right to demand of the CONTRACTOR the repayment to the COUNTY of any funds disbursed to the CONTRACTOR under this Agreement, which in the judgement of the COUNTY were not expended in accordance with the terms of this Agreement. The CONTRACTOR shall promptly refund any such funds upon demand.

C. Without Cause – Under circumstances other than those set forth above, this Agreement may be terminated by COUNTY upon giving thirty (30) days advance written notice of an intention to terminate to CONTRACTOR.

5. COMPENSATION

A. COUNTY shall compensate CONTRACTOR at the rates and pricing specified in Attachment B, which shall remain in effect for the duration of this Agreement.

B. Scheduled Services –The pricing listed in Attachment B is as follows: (1) Service fees for County buildings designated as Group I is \$8,076 per month or \$96,912 annually; (2) Service fees for buildings designated as Group II is \$1,600 per quarter or \$6,400 annually; (3) Service fees for buildings designated as Group III is \$27,248 semi-annually or \$54,496 annually; (4) Service fees for buildings designated as Group IV is \$22,763 annually; (5) and fees for buildings referred to as Group V is \$16,111 annually. The maximum compensation amount for Scheduled Services under this Agreement shall not exceed \$983,410 for the entire potential five-year term of this Agreement. If it is determined by County Representative that additional washings are necessary for any building described in Attachment A during the contract term, the contracted for pricing applicable to that building shall remain the same.

1 Notwithstanding the above-specified rates for scheduled services at County
2 buildings, it is understood that COUNTY may, if necessary, withdraw any of the specified
3 County buildings from service at any time during the contract term. In such an instance,
4 CONTRACTOR's compensation shall be reduced accordingly based on such reduction of
5 services.

6
7 C. Extra Services – This Agreement shall not be construed as a commitment to
8 purchase any Extra Services from CONTRACTOR. CONTRACTOR shall provide Extra
9 Services only at COUNTY's request, upon obtaining advance written authorization from the
10 County Representative or his or her designee. Extra Services shall include, but are not
11 necessarily limited to, the potential addition of other building locations and miscellaneous
12 services to include pressure-washing services that may be provided by CONTRACTOR.
13 CONTRACTOR's charges for Extra Services shall be at the rates specified in Attachment B, or
14 if no rate applicable to the particular services to be provided is specified in Attachment B, then
15 such charges shall be based on CONTRACTOR's then current rates charged to customers
16 similarly situated. The maximum compensation for Extra Services hereunder shall not exceed
17 \$25,000 for the entire potential five-year term of this Agreement.

18 D. In no event shall the maximum total compensation payable under this Agreement
19 exceed \$1,008,410 over the entire potential five-year term of this Agreement. It is understood
20 that all expenses incidental to CONTRACTOR's performance of services under this Agreement
21 shall be borne by CONTRACTOR.

22 **6. INVOICING**

23 CONTRACTOR shall submit invoices in triplicate to the County of Fresno, Facility
24 Services Division, 4590 E. Kings Canyon, Fresno, CA 93702. Payment shall be made by COUNTY
25 within forty-five (45) days from receipt of an approved invoice by COUNTY by mail addressed to
26 CONTRACTOR's remittance address: 2017 N Gateway Blvd #103 Fresno, CA 93727.

1 Invoices shall clearly reference the provided contract number, identify the
2 responsible COUNTY department or division, the name of the facility or special district where
3 the services were performed, and the date(s) such services were performed.

4 **7. INDEPENDENT CONTRACTOR**

5 In performance of the work, duties and obligations assumed by CONTRACTOR
6 under this Agreement, it is mutually understood and agreed that CONTRACTOR, including any
7 and all of the CONTRACTOR'S officers, agents, and employees will at all times be acting and
8 performing as an independent contractor, and shall act in an independent capacity and not as an
9 officer, agent, servant, employee, joint venturer, partner, or associate of the COUNTY.
10 Furthermore, COUNTY shall have no right to control or supervise or direct the manner or method
11 by which CONTRACTOR shall perform its work and function. However, COUNTY shall retain the
12 right to administer this Agreement so as to verify that CONTRACTOR is performing its obligations
13 in accordance with the terms and conditions thereof.

14 CONTRACTOR and COUNTY shall comply with all applicable provisions of law and
15 the rules and regulations, if any, of governmental authorities having jurisdiction over matters the
16 subject thereof.

17 Because of its status as an independent contractor, CONTRACTOR shall have
18 absolutely no right to employment rights and benefits available to COUNTY employees.
19 CONTRACTOR shall be solely liable and responsible for providing to, or on behalf of, its
20 employees all legally required employee benefits. In addition, CONTRACTOR shall be solely
21 responsible and save COUNTY harmless from all matters relating to payment of CONTRACTOR's
22 employees, including compliance with Social Security withholding and all other regulations
23 governing such matters. It is acknowledged that during the term of this Agreement,
24 CONTRACTOR may be providing services to others unrelated to the COUNTY or to this
25 Agreement.

26 **8. MODIFICATION**

27 This Agreement may be modified from time to time by the written consent of all the
28 parties without, in any way, affecting the remainder.

1 **9. NON-ASSIGNMENT**

2 Neither party shall assign, transfer or sub-contract this Agreement nor their rights or
3 duties under this Agreement without the prior written consent of the other party.

4 **10. HOLD HARMLESS**

5 CONTRACTOR agrees to indemnify, save, hold harmless, and at COUNTY's
6 request, defend the COUNTY, its officers, agents, and employees from any and all costs and
7 expenses, damages, liabilities, claims, and losses occurring or resulting to COUNTY in connection
8 with the performance, or failure to perform, by CONTRACTOR, its officers, agents, or employees
9 under this Agreement, and from any and all costs and expenses, damages, liabilities, claims, and
10 losses occurring or resulting to any person, firm, or corporation who may be injured or damaged
11 by the performance, or failure to perform, of CONTRACTOR, its officers, agents, or employees
12 under this Agreement.

13 **11. INSURANCE**

14 Without limiting the COUNTY's right to obtain indemnification from
15 CONTRACTOR or any third parties, CONTRACTOR, at its sole expense, shall maintain in full
16 force and effect, the following insurance policies throughout the term of the Agreement:

17 A) COMMERCIAL GENERAL LIABILITY

18 Commercial General Liability Insurance with limits of not less than One Million
19 Dollars (\$1,000,000) per occurrence and an annual aggregate of Two Million Dollars
20 (\$2,000,000). This policy shall be issued on a per occurrence basis. COUNTY may require
21 specific coverages including completed operations, products liability, contractual liability,
22 Explosion-Collapse-Underground, fire legal liability or any other liability insurance deemed
23 necessary because of the nature of this contract.

24 B) AUTOMOBILE LIABILITY

25 Comprehensive Automobile Liability Insurance with limits for bodily injury of not
26 less than Two Hundred Fifty Thousand Dollars (\$250,000.00) per person, Five Hundred
27 Thousand Dollars (\$500,000.00) per accident and for property damages of not less than Fifty
28 Thousand Dollars (\$50,000.00), or such coverage with a combined single limit of Five Hundred

1 Thousand Dollars (\$500,000.00). Coverage should include owned and non-owned vehicles
2 used in connection with this Agreement.

3 C) WORKER'S COMPENSATION

4 A policy of Worker's Compensation insurance as may be required by the
5 California Labor Code.

6 CONTRACTOR shall obtain endorsements to the Commercial General Liability
7 insurance naming the County of Fresno, its officers, agents, and employees, individually and
8 collectively, as additional insured, but only insofar as the operations under this Agreement are
9 concerned. Such coverage for additional insured shall apply as primary insurance and any
10 other insurance, or self-insurance, maintained by COUNTY, its officers, agents and employees
11 shall be excess only and not contributing with insurance provided under CONTRACTOR's
12 policies herein. This insurance shall not be cancelled or changed without a minimum of thirty
13 (30) days advance written notice given to COUNTY.

14 Within thirty (30) days from the date CONTRACTOR executes this Agreement,
15 CONTRACTOR shall provide certificates of insurance and endorsement as stated above for all
16 of the foregoing policies, as required herein, to the County of Fresno, Attn: Facility Services
17 Manager, 4590 E. Kings Canyon, Fresno, CA 93702, stating that such insurance coverages
18 have been obtained and are in full force; that the County of Fresno, its officers, agents and
19 employees will not be responsible for any premiums on the policies; that such Commercial
20 General Liability insurance names the County of Fresno, its officers, agents and employees,
21 individually and collectively, as additional insured, but only insofar as the operations under this
22 Agreement are concerned; that such coverage for additional insured shall apply as primary
23 insurance and any other insurance, or self-insurance, maintained by COUNTY, its officers,
24 agents and employees, shall be excess only and not contributing with insurance provided under
25 CONTRACTOR's policies herein; and that this insurance shall not be cancelled or changed
26 without a minimum of thirty (30) days advance, written notice given to COUNTY.

27 In the event CONTRACTOR fails to keep in effect at all times insurance
28 coverage as herein provided, the COUNTY may, in addition to other remedies it may have,

1 suspend or terminate this Agreement upon the occurrence of such event.

2 All policies shall be with admitted insurers licensed to do business in the State of
3 California. Insurance purchased shall be purchased from companies possessing a current A.M.
4 Best, Inc. rating of A FSC VII or better.

5 **12. AUDITS AND INSPECTIONS**

6 CONTRACTOR shall at any time during CONTRACTOR's normal business hours,
7 and upon prior written notice, as often as the COUNTY may deem necessary, make available to
8 the COUNTY for examination all of its records and data with respect to the matters covered by this
9 Agreement. CONTRACTOR shall, upon request by the COUNTY, permit the COUNTY to audit and
10 inspect all of such records and data necessary to ensure CONTRACTOR's compliance with the
11 terms of this Agreement. Any such examinations or audits shall be at the COUNTY's expense.

12 If this Agreement exceeds ten thousand dollars (\$10,000.00), CONTRACTOR shall
13 be subject to the examination and audit of the Auditor General for a period of three (3) years after
14 final payment under contract (Government Code Section 8546.7).

15 **13. NOTICES**

16 A) **AUTHORITY TO GIVE AND RECEIVE NOTICES**

17 The persons and their addresses having authority to give and receive notices
18 under this Agreement include the following:

19 **COUNTY OF FRESNO**

20 Facility Services Manager
21 4590 E. Kings Canyon Road
22 Fresno, CA 93702
Telephone: (559) 600-7242
FAX: (559) 600-7739

CONTRACTOR

Kenneth C. Blair
Officer
2017 N. Gateway Blvd #103
Fresno, CA 93727
Telephone: (559) 252-9793
FAX: (559) 252-9795

23 All notices between the COUNTY and CONTRACTOR provided for or permitted
24 under this Agreement must be in writing and delivered either by personal service, by first-class
25 United States mail, by an overnight commercial courier service, or by telephonic facsimile
26 transmission. A notice delivered by personal service is effective upon service to the recipient. A
27 notice delivered by first-class United States mail is effective three COUNTY business days after
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1 deposit in the United States mail, postage prepaid, addressed to the recipient. A notice delivered
2 by an overnight commercial courier service is effective one COUNTY business day after deposit
3 with the overnight commercial courier service, delivery fees prepaid, with delivery instructions
4 given for next day delivery, addressed to the recipient. A notice delivered by telephonic facsimile
5 is effective when transmission to the recipient is completed (but, if such transmission is completed
6 outside of COUNTY business hours, then such delivery shall be deemed to be effective at the
7 next beginning of a COUNTY business day), provided that the sender maintains a machine record
8 of the completed transmission. For all claims arising out of or related to this Agreement, nothing in
9 this section establishes, waives, or modifies any claims presentation requirements or procedures
10 provided by law, including but not limited to the Government Claims Act (Division 3.6 of Title 1 of
11 the Government Code, beginning with section 810).

12 **14. GOVERNING LAW**

13 Venue for any action arising out of or related to this Agreement shall only be in
14 Fresno County, California.

15 The rights and obligations of the parties and all interpretation and performance of
16 this Agreement shall be governed in all respects by the laws of the State of California.

17 **15. DISCLOSURE OF SELF-DEALING TRANSACTIONS**

18 This provision is only applicable if the CONTRACTOR is operating as a corporation
19 (a for-profit or non-profit corporation) or if during the term of this agreement, the CONTRACTOR
20 changes its status to operate as a corporation.

21 Members of the CONTRACTOR's Board of Directors shall disclose any self-dealing
22 transactions that they are a party to while CONTRACTOR is providing goods or performing
23 services under this agreement. A self-dealing transaction shall mean a transaction to which the
24 CONTRACTOR is a party and in which one or more of its directors has a material financial interest.
25 Members of the Board of Directors shall disclose any self-dealing transactions that they are a party
26 to by completing and signing a *Self-Dealing Transaction Disclosure Form (Attachment C)* and
27 submitting it to the COUNTY prior to commencing with the self-dealing transaction or immediately
28 thereafter.

1 **16. ENTIRE AGREEMENT**

2 This Agreement constitutes the entire agreement between the CONTRACTOR and
3 COUNTY with respect to the subject matter hereof and supersedes all previous Agreement
4 negotiations, proposals, commitments, writings, advertisements, publications, and understandings
5 of any nature whatsoever unless expressly included in this Agreement. In the event of any
6 inconsistency in interpreting the documents comprising this Agreement, the inconsistency shall be
7 resolved by giving precedence in the following order of priority: (1) the text of this Agreement
8 (excluding Attachments "A" and "B"); (2) Attachment "A" (RFQ); and (3) Attachment "B"
9 (CONTRACTOR's Response).

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1 IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of
2 the day and year first hereinabove written.

3 CONTRACTOR

4 Kenneth C Blair
Kenneth Blair, President

6 Date: 9-18-2017

7 [Signature]
8
9 Monti Cappellety, Treasurer, Vice President

11 Date: 9.18.2017

12 Crown Window Cleaning & Building
13 Services, Inc.
2107 N. Gateway Blvd. #103
14 Fresno, CA 93727

17 FOR ACCOUNTING USE ONLY:

18 FUND: 1045
19 SUBCLASS: 10000
20 ORG NO.: 8935
21 ACCT. NO.: 7070

COUNTY OF FRESNO

[Signature]
Brian Pacheco
Chairman, Board of Supervisors

Date: October 17, 2017

Bernice E. Seidel
Clerk, Board of Supervisors

By: [Signature]
DEPUTY

REVIEWED & RECOMMENDED FOR APPROVAL

Robert W. Bash, Director of Internal Services/
Chief Information Officer

By: [Signature]

APPROVED AS TO LEGAL FORM

Daniel C. Cederborg
County Counsel

By: [Signature]
DEPUTY

APPROVED AS TO ACCOUNTING FORM

Oscar J. Garcia, CPA
Auditor-Controller/Treasurer-Tax Collector

By: [Signature]

ATTACHMENT A
REQUEST FOR QUOTATION
18-002

COUNTY OF FRESNO



REQUEST FOR QUOTATION NUMBER: 18-002 WINDOW WASHING SERVICES

Issue Date: July 20, 2017

Closing Date: AUGUST 22, 2017 AT 2:00 P.M.

All Questions and Quotations must be electronically submitted on the Bid Page on Public Purchase.

For assistance, contact Debbie Scharnick at Phone (559) 600-7110.

BIDDER TO COMPLETE

**Undersigned agrees to furnish the commodity or service stipulated in the attached response at the prices and terms stated in this RFQ.
Bid must be signed and dated by an authorized officer or employee.**

Except as noted on individual items, the following will apply to all items in the Quotation Schedule:

- A cash discount of _____ % _____ days will apply. County does not accept terms less than 15 days.

COMPANY

ADDRESS

CITY

STATE

ZIP CODE

()

TELEPHONE NUMBER

()

FACSIMILE NUMBER

E-MAIL ADDRESS

SIGNATURE

PRINT NAME

TITLE

Purchasing Use: DS:mh

ORG/Requisition: 8935 / 1321801041

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KEY DATES

RFQ Issue Date: July 20, 2017

Written Questions for RFQ Due: August 7, 2017 at 10:00 AM
Questions must be submitted on the Bid Page at Public Purchase.

RFQ Closing Date: August 22, 2017 at 2:00 P.M.
Quotations must be electronically submitted on the Bid Page.

Site Inspection: August 2, 2017 at 9:00 AM
2220 Tulare Street
Plaza Lobby

VENDOR CONFERENCE & SITE INSPECTION:

We will meet in the lobby of the Plaza building and depart from there to the various sites that pertain to this project. Each bidder shall have examined the site of work before bidding and shall be responsible for having acquired full knowledge of the job and of all problems affecting it. No variations or allowance from the contract sum will be made because of lack of such examination.

Bidders are to contact Debbie Scharnick at County of Fresno - Purchasing, (559) 600-7111, if they are planning to attend.

If there are no responses for the site inspection by July 31, 2017 at 4:00 pm, the inspection will be cancelled. There will not be a second site inspection scheduled.

OVERVIEW

The County of Fresno is soliciting bids to provide all labor, transportation, materials, and equipment (including any lifting equipment needed), permits, fees, taxes and insurance to perform window washing services at a variety of County buildings located throughout the Fresno Metropolitan area. The County will not provide any scaffolding, rigging or other lifting equipment, as specified herein.

BID INSTRUCTIONS

- Bidders must electronically submit bid package in pdf format, no later than the quotation closing date and time as stated on the front of this document, to the Bid Page on Public Purchase. The County will not be responsible for and will not accept late bids due to slow internet connection or incomplete transmissions.
- Bids received after the closing time will NOT be considered.
- Interpretation: Should any discrepancies or omissions be found in the bid specifications or doubt as to their meaning, the bidder shall notify the Buyer in writing at once. The County shall not be held responsible for verbal interpretations. Questions regarding the bid must be received by Purchasing stated within this document. All addenda issued shall be in writing, duly issued by Purchasing and incorporated into the contract.
- ISSUING AGENT/AUTHORIZED CONTACT: This RFQ has been issued by County of Fresno, Purchasing. Purchasing shall be the vendor's sole point of contact with regard to the RFQ, its content, and all issues concerning it.

All communication regarding this RFQ shall be directed to an authorized representative of County Purchasing. The specific buyer managing this RFQ is identified on the cover page, along with his or her telephone number, and he or she should be the primary point of contact for discussions or information pertaining to the RFQ. Contact with any other County representative, including elected officials, for the purpose of discussing this RFQ, its content, or any other issue concerning it, is prohibited unless authorized by Purchasing. Violation of this clause, by the vendor having unauthorized contact (verbally or in writing) with such other County representatives, may constitute grounds for rejection by Purchasing of the vendor's quotation.

The above stated restriction on vendor contact with County representatives shall apply until the County has awarded a purchase order or contract to a vendor or vendors, except as follows. First, in the event that a vendor initiates a formal protest against the RFQ, such vendor may contact the appropriate individual, or individuals who are managing that protest as outlined in the County's established protest procedures. All such contact must be in accordance with the sequence set forth under the protest procedures. Second, in the event a public hearing is scheduled before the Board of Supervisors to hear testimony prior to its approval of a purchase order or contract, any vendor may address the Board.

- APPEALS: Appeals must be submitted in writing within seven (7) working days after notification of proposed recommendations for award. A "Notice of Award" is not an indication of County's acceptance of an offer made in response to this RFQ. Appeals shall be submitted to County of Fresno Purchasing, 4525 E. Hamilton Avenue 2nd Floor, Fresno, California 93702-4599 and in Word format to gcornuelle@co.fresno.ca.us. Appeals should address only areas regarding RFQ contradictions, procurement errors, quotation rating discrepancies, legality of procurement context, conflict of interest, and inappropriate or unfair competitive procurement grievance regarding the RFQ process.

Purchasing will provide a written response to the complainant within seven (7) working days unless the complainant is notified more time is required. If the appealing bidder is not satisfied with the decision of Purchasing, he/she shall have the right to appeal to the County Administrative Office within seven (7) working days after Purchasing's notification; if the appealing bidder is not satisfied with CAO's decision, the final appeal is with the Board of Supervisors. Please contact Purchasing if the appeal will be going to the Board of Supervisors.

GENERAL REQUIREMENTS & CONDITIONS

LOCAL VENDOR PREFERENCE AND DISABLED VETERAN BUSINESS ENTERPRISE BID

PREFERENCE: The Local Vendor Preference and Disabled Veteran Business Enterprise Preference **do not** apply to this Request for Quotation.

DEFINITIONS: The terms Bidder, Proposer, Contractor and Vendor are all used interchangeably and refer to that person, partnership, corporation, organization, agency, etc. which is offering the quotation and is identified on page one of this Request For Quotation (RFQ).

INTERPRETATION OF RFQ: Vendors must make careful examination of the requirements, specifications and conditions expressed in the RFQ and fully inform themselves as to the quality and character of services required. If any person planning to submit a quotation finds discrepancies in or omissions from the RFQ or has any doubt as to the true meaning or interpretation, correction thereof may be requested in writing from Purchasing by August 7, 2017 10:00 AM, cut-off.

Questions must be submitted on the Bid Page at Public Purchase or contact Debbie Scharnick at (559) 600-7110.

NOTE: Time constraints will prevent County from responding to questions submitted after the cut-off date.

Any change in the Request for Quotation will be made by written addendum issued by the County. The County will not be responsible for any other explanations or interpretations.

AWARD: Award will be made to the vendor(s) offering the services, products, prices, delivery, equipment and system deemed to be to the best advantage of the County. The County shall be the sole judge in making such determination. Award Notices are tentative: Acceptance of an offer made in response to this RFQ shall occur only upon execution of an agreement by both parties or issuance of a valid written Purchase Order by Fresno County Purchasing.

RIGHT TO REJECT BIDS: The County reserves the right to reject any and all bids and to waive informalities or irregularities in bids. Failure to respond to all questions or not to supply the requested information could result in rejection of your quotation.

CODES AND REGULATIONS: All work and material to conform to all applicable Federal, State, local and special district building codes, laws, ordinances, and regulations.

TAXES: The quoted amount must include all applicable taxes. If taxes are not specifically identified in the quotation it will be assumed that they are included in the total quoted.

SALES TAX: Fresno County pays California State Sales Tax in the amount of 7.975% regardless of vendor's place of doing business.

TAXES, PERMITS & FEES: The successful bidder shall pay for and include all federal, state and local taxes direct or indirect upon all materials; pay all fees for, and obtain all necessary permits and licenses, unless otherwise specified herein.

TAXES, CHARGES AND EXTRAS:

- A) **DO NOT** include Federal Excise Tax. County is exempt under Registration No. 94-73-03401-K.
- B) County is exempt from Federal Transportation Tax. Exemption certificate is not required where shipping papers show consignee as County of Fresno.
- C) Charges for transportation, containers, packing, etc. will not be paid unless specified in bid.

GUARANTEE AGAINST DEFECTS: All items are to carry a full guarantee against defects in materials and workmanship and guarantee against breakage and other malfunctions when performing work for which they are designed.

VENDOR ASSISTANCE: Successful bidder shall furnish, at no cost to the County, a representative to assist County departments in determining their product requirements.

MINOR DEVIATIONS: The County reserves the right to negotiate minor deviations from the prescribed terms, conditions and requirements with the selected vendor.

BIDDERS' LIABILITIES: County of Fresno will not be held liable for any cost incurred by vendors in responding to the RFQ.

PRICE RESPONSIBILITY: The selected vendor will be required to assume full responsibility for all services and activities offered in the quotation, whether or not they are provided directly. Further, the County of Fresno will consider the selected vendor to be the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the contract. The contractor may not subcontract or transfer the contract, or any right or obligation arising out of the contract, without first having obtained the express written consent of the County.

PRICES: Bidder agrees that prices quoted are for the contract period, and in the event of a price decline such lower prices shall be extended to the County of Fresno. Prices shall be quoted F.O.B. destination.

CONFIDENTIALITY: Bidders shall not disclose information about the County's business or business practices and safeguard confidential data which vendor staff may have access to in the course of system implementation.

NEWS RELEASE: Vendors shall not issue any news releases or otherwise release information to any third party about this RFQ or the vendor's quotation without prior written approval from the County of Fresno.

BACKGROUND REVIEW: The County reserves the right to conduct a background inquiry of each proposer/bidder which may include collection of appropriate criminal history information, contractual and business associations and practices, employment histories and reputation in the business community. By submitting a quotation/bid to the County, the vendor consents to such an inquiry and agrees to make available to the County such books and records the County deems necessary to conduct the inquiry.

ADDENDA: In the event that it becomes necessary to revise any part of this RFQ, addenda will be provided to all agencies and organizations that receive the basic RFQ.

CONFLICT OF INTEREST: The County shall not contract with, and shall reject any bid or quotation submitted by the persons or entities specified below, unless the Board of Supervisors finds that special circumstances exist which justify the approval of such contract:

1. Employees of the County or public agencies for which the Board of Supervisors is the governing body.
2. Profit-making firms or businesses in which employees described in Subsection (1) serve as officers, principals, partners or major shareholders.
3. Persons who, within the immediately preceding twelve (12) months, came within the provisions of Subsection (1), and who were employees in positions of substantial responsibility in the area of service to be performed by the contract, or participated in any way in developing the contract or its service specifications.
4. Profit-making firms or businesses in which the former employees described in Subsection (3) serve as officers, principals, partners or major shareholders.
5. No County employee whose position in the County enables him to influence the selection of a contractor for this RFQ, or any competing RFQ, and no spouse or economic dependent of such employee, shall be employees in any capacity by a bidder, or have any other direct or indirect financial interest in the selection of a contractor.

INVOICING: All invoices are to be delivered in duplicate to Facility Services, 4590 E. Kings Canyon Rd., Fresno, CA 93702. Reference shall be made to the purchase order/contract number and equipment number if applicable on the invoice.

PAYMENT: Upon satisfactory completion of work, at each building location, specified herein and approval by the County, payment will be made in full. Terms of payment will be net forty-five (45) days. County will consider the Bidder's Cash discount Offer, in lieu of the net forty-five (45) days payment terms.

CONTRACT TERM: It is County's intent to contract with the successful bidder for a term of three (3) years.

RENEWAL: Agreement may be renewed for a potential of two (2) one (1) year periods, based on the mutual written consent of all parties.

QUANTITIES: Quantities shown in the bid schedule are approximate and the County guarantees no minimum amount. The County reserves the right to increase or decrease quantities.

ORDERING: Orders will be placed as required by County of Fresno Facility Services.

TERMINATION: The County reserves the right to terminate any resulting contract upon written notice.

INDEPENDENT CONTRACTOR: In performance of the work, duties, and obligations assumed by Contractor under any ensuing Agreement, it is mutually understood and agreed that CONTRACTOR, including any and all of Contractor's officers, agents, and employees will at all times be acting and performing as an independent contractor, and shall act in an independent capacity and not as an officer, agent, servant, employee, joint venturer, partner, or associate of the COUNTY. Furthermore, County shall have no right to control or supervise or direct the manner or method by which Contractor shall perform its work and function. However, County shall retain the right to administer this Agreement so as to verify that Contractor is performing its obligations in accordance with the terms and conditions thereof. Contractor and County shall comply with all applicable provisions of law and the rules and regulations, if any, of governmental authorities having jurisdiction over matters the subject thereof.

Because of its status as an independent contractor, Contractor shall have absolutely no right to employment rights and benefits available to County employees. Contractor shall be solely liable and responsible for providing to, or on behalf of, its employees all legally-required employee benefits. In addition, Contractor shall be solely responsible and save County harmless from all matters relating to payment of Contractor's employees, including compliance with Social Security, withholding, and all other regulations governing such matters. It is acknowledged that during the term of the Agreement, Contractor may be providing services to others unrelated to the County or to the Agreement.

SELF-DEALING TRANSACTION DISCLOSURE: Contractor agrees that when operating as a corporation (a for-profit or non-profit corporation), or if during the term of the agreement the Contractor changes its status to operate as a corporation, members of the Contractor's Board of Directors shall disclose any self-dealing transactions that they are a party to while Contractor is providing goods or performing services under the agreement with the County. A self-dealing transaction shall mean a transaction to which the Contractor is a party and in which one or more of its directors has a material financial interest. Members of the Board of Directors shall disclose any self-dealing transactions that they are a party to by completing and signing a Fresno County Self-Dealing Transaction Disclosure Form and submitting it to the County prior to commencing with the self-dealing transaction or immediately thereafter.

HOLD HARMLESS CLAUSE: Contractor agrees to indemnify, save, hold harmless and at County's request, defend the County, its officers, agents and employees, from any and all costs and expenses, damages, liabilities, claims and losses occurring or resulting to County in connection with the performance, or failure to perform, by Contractor, its officers, agents or employees under this Agreement and from any and all costs and expenses, damages, liabilities, claims and losses occurring or resulting to any person, firm or corporation who may be injured or damaged by the performance, or failure to perform, of Contractor, its officers, agents or employees under this Agreement.

SAFETY DATA SHEETS: With the invoice or within twenty-five (25) days of delivery, the seller must provide to the County a Safety Data Sheet for each product, which contains any substance on "The List of

800 Hazardous Substances”, published by the State Director of Industrial Relations. (See Hazardous Substances Information and Training Act, California State Labor Code Sections 6360 through 6399.7.)

RECYCLED PRODUCTS/MATERIALS: Vendors are encouraged to provide and quote (with documentation) recycled or recyclable products/materials which meet stated specifications.

EXAMINATION OF SITE: Where work is to be performed on County site, each bidder shall have examined the site of work before bidding and shall be responsible for having acquired full knowledge of the job and of all problems affecting it. No variations or allowance from the contract sum will be made because of lack of such examination.

DAMAGE TO EXISTING WORK: Damage to existing construction, equipment, planting, etc., by the contractor in the performance of his work shall be replaced or repaired and restored to original condition by the contractor.

CLEAN UP: The Contractor shall at all times, keep the premises clean from accumulation of waste materials or rubbish caused by his employees or work and shall remove all resulting work debris from the job site.

WATER, POWER & TOILET FACILITIES: Successful bidder may use County owned water, power and toilet facilities at job site (when existing) at no expense to the successful bidder. Successful bidder will be required, however, to provide piping, fittings and other items as necessary to bring water and power from existing service to job site.

COORDINATE WORK WITH OWNER: Successful bidder shall coordinate and schedule the work with the County so that any interruption to the normal business operations be kept to a minimum.

INSPECTION: All material and workmanship shall be subject to inspection, examination and test by the County at any and all times during which manufacture and/or construction are carried on. The County shall have the right to reject defective material and workmanship or require its correction.

SUPERVISION: The Contractor shall give efficient supervision to the work, using therein the skill and diligence for which he is remunerated in the contract price. He shall carefully inspect the site and study and compare all drawings, specifications and other instructions, as ignorance of any phase of any of the features or conditions affecting the contract will not excuse him from carrying out its provisions to its full intent.

STANDARD OF PERFORMANCE: All work shall be performed in a good and workmanlike manner.

SAFEGUARDS: The successful bidder shall provide, in conformity with all local codes and ordinances and as may be required, such temporary walls, fences, guardrails, barricades, lights, danger signs, enclosures, etc., and shall maintain such safeguards until all work is completed.

SB 854: California law (SB854) now requires public works contractors subject to prevailing wage requirements to register annually with the Department of Industrial Relations (DIR) and pay an annual fee. The County of Fresno will not accept public works bids from contractors and subcontractors who have not registered with the DIR and have not met this requirement. Please refer to <http://www.dir.ca.gov/Public-Works/PublicWorksSB854.html> for more information.

This requirement, found in Labor Code Sections 1725.5 and 1770-1777.7, now applies to all public works projects.

Contractor must submit verification of DIR registration with their quotation. Failure to submit verification may result in their quotation being considered non-responsive.

PREVAILING WAGES: The work to be done on this project will involve the repair, alteration, maintenance, installation, rehabilitation, demolition, construction or reconstruction of public buildings, streets, utilities, and/or other public works. In accordance with Labor Code section 1770, et seq., the Director of the Department of Industrial Relations of the State of California has determined the general prevailing wages

rates and employer payments for health and welfare pension, vacation, travel time and subsistence pay as provided for in Section 1773.1, apprenticeship or other training programs authorized by Section 3093, and similar purposes applicable to this public work project.

The prevailing wage rates for all hours worked, including holiday and overtime rates, on this project are on file with the Purchasing Department, 4525 E. Hamilton Avenue, Fresno, California 93702, and are herein incorporated by this reference. Information pertaining to applicable Prevailing Wage Rates may be found on the website for the State of California – Department of Industrial Relations:

<http://www.dir.ca.gov/oprl/PWD/index.htm>. Information pertaining to applicable prevailing wage rates for apprentices may be found on the website for the State of California – Department of Industrial Relations: <http://www.dir.ca.gov/oprl/pwappwage/PWAppWageStart.asp>

It shall be mandatory upon the Contractor herein and upon any subcontractor to pay not less than the prevailing wage rates, including overtime and holiday rates, to all workers, laborers, or mechanics employed on this public work project, including those workers employed as apprentices. Further, Contractor and each subcontractor shall comply with Labor Code sections 1777.5 and 1777.6 concerning the employment of apprentices. A copy of the above-mentioned prevailing wage rates shall be posted by the Contractor at the job site where it will be available to any interested party.

Contractor shall comply with Labor Code section 1775 and forfeit as a penalty to County Two Hundred Dollars (\$200.00) for each calendar day or portion thereof, for each worker paid less than the prevailing wage rates for the work or craft in which the worker is employed for any work done under this project by Contractor or by any subcontractor under Contractor in violation of Labor Code section 1770, et seq. In addition to the penalty, the difference between the prevailing wage rates and amount paid to each worker for each calendar day or portion thereof for which each worker was paid less than the prevailing wage rate shall be paid to each worker by the Contractor or subcontractor.

Contractor and each subcontractor shall keep an accurate record showing the names, address, social security number, work classification, straight time and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by him or her in connection with this public work project. In accordance with Labor Code section 1776, each payroll record shall be certified and verified by a written declaration under penalty of perjury stating that the information within the payroll record is true and correct and that the Contractor or subcontractor complied with the requirements of Labor Code sections 1771, 1811 and 1815 for any work performed by its employees on this public work project. These records shall be open at all reasonable hours to inspection by the County, its officers and agents, and to the representatives of the State of California – Department of Industrial Relations, including but not limited to the Division of Labor Standards Enforcement.

Contractor shall provide the Certified Payroll Records for each pay period within ten (10) days, as required herein, to the **County of Fresno, Facility Services, 4590 E. Kings Canyon Rd., Fresno, CA 93702**. In the event Contractor fails to provide the Certified Payroll Records within the allotted time frame, the County may, in addition to other remedies it may have, suspend or terminate this Agreement upon the occurrence of such event.

BONDS:

PERFORMANCE BOND: The successful bidders may be required to furnish a faithful performance bond.

BONDS: The successful bidder will be required to furnish a Faithful Performance Bond and a Labor and Materials Bond in an amount equal to one hundred percent (100%) of the contract price.

BONDING COMPANY: The company issuing bonds shall be a corporate surety admitted by the California Insurance Commissioner to do business in the State of California with an A.M Best rating of B++ VIII or better.

COORDINATION AND COMPLETION: The successful bidder shall contact and meet with the County Coordinator at the job site prior to commencement and completion of any work.

Successful bidder shall complete the job as instructed and described in writing by the contract, bid or amendment. Any problem or questions that arise in the scope of work, the County must be contacted and the appropriate written amendment generated.

NOTICE TO PROCEED: Following execution of the agreement by both parties (County and Contractor), the County will issue a written Notice to Proceed for the project specified herein. The completion period as defined below, shall commence upon the date that the Notice to Proceed is delivered to the Contractor.

DISPUTE RESOLUTION: The ensuing contract shall be governed by the laws of the state of California. Any claim which cannot be amicably settled without court action will be litigated in the U.S. District Court for the Eastern District of California in Fresno, CA or in a state court for Fresno County.

DEFAULT: In case of default by the selected bidder, the County may procure the services from another source and may recover the loss occasioned thereby from any unpaid balance due the selected bidder, or by any other legal means available to the County.

Regardless of F.O.B. point, vendor agrees to bear all risks of loss, injury or destruction to goods and materials ordered herein which occur prior to delivery and such loss, injury or destruction shall not release vendor from any obligation hereunder

ASSIGNMENTS: The ensuing proposed contract will provide that the vendor may not assign any payment or portions of payments without prior written consent of the County of Fresno.

ASSURANCES: Any contract awarded under this RFQ must be carried out in full compliance with the Civil Rights Act of 1964, the Americans With Disabilities Act of 1990, their subsequent amendments, and any and all other laws protecting the rights of individuals and agencies. The County of Fresno has a zero tolerance for discrimination, implied or expressed, and wants to ensure that policy continues under this RFQ. The contractor must also guarantee that services, or workmanship, provided will be performed in compliance with all applicable local, state, or federal laws and regulations pertinent to the types of services, or project, of the nature required under this RFQ. In addition, the contractor may be required to provide evidence substantiating that their employees have the necessary skills and training to perform the required services or work.

OBLIGATIONS OF CONTRACTOR: Contractor warrants on behalf of itself and all subcontractors engaged for the performance of the ensuing contract that only persons authorized to work in the United States pursuant to the Immigration Reform and Control Act of 1986 and other applicable laws shall be employed in the performance of the work hereunder.

TIE BIDS: With all other factors being equal, the contract shall be awarded to the Fresno County vendor or, if neither or both are Fresno County vendors, the tied vendors will be granted the opportunity to submit new bids or the entire bid may be rejected and re-bid. If the General Requirements of the RFQ state that they are applicable, the provisions of the Fresno County Local Vendor Preference shall take priority over this paragraph.

DATA SECURITY: Individuals and/or agencies that enter into a contractual relationship with the County for the purpose of providing services must employ adequate controls and data security measures, both internally and externally to ensure and protect the confidential information and/or data provided to contractor by the County, preventing the potential loss, misappropriation or inadvertent access, viewing, use or disclosure of County data including sensitive or personal client information; abuse of County resources; and/or disruption to County operations.

Individuals and/or agencies may not connect to or use County networks/systems via personally owned mobile, wireless or handheld devices unless authorized by County for telecommuting purposes and provide a secure connection; up to date virus protection and mobile devices must have the remote wipe feature enabled. Computers or computer peripherals including mobile storage devices may not be used (County or Contractor device) or brought in for use into the County's system(s) without prior authorization from County's Chief Information Officer and/or designee(s).

No storage of County's private, confidential or sensitive data on any hard-disk drive, portable storage device or remote storage installation unless encrypted according to advance encryption standards (AES of 128 bit or higher).

The County will immediately be notified of any violations, breaches or potential breaches of security related to County's confidential information, data and/or data processing equipment which stores or processes County data, internally or externally.

County shall provide oversight to Contractor's response to all incidents arising from a possible breach of security related to County's confidential client information. Contractor will be responsible to issue any notification to affected individuals as required by law or as deemed necessary by County in its sole discretion. Contractor will be responsible for all costs incurred as a result of providing the required notification.

AUDITS AND RETENTION: The Contractor shall maintain in good and legible condition all books, documents, papers, data files and other records related to its performance under this contract. Such records shall be complete and available to Fresno County, the State of California, the federal government or their duly authorized representatives for the purpose of audit, examination, or copying during the term of the contract and for a period of at least three (3) years following the County's final payment under the contract or until conclusion of any pending matter (e.g., litigation or audit), whichever is later. Such records must be retained in the manner described above until all pending matters are closed.

EPAYMENT OPTION: The County of Fresno provides an Epay Program which involves payment of invoices by a secure Visa account number assigned to the supplier after award of contract. Notification of payments and required invoice information are issued to the supplier's designated Accounts Receivable contact by e-mail remittance advice at time of payment. To learn more about the benefits of an Epay Program, how it works, and obtain answers to frequently asked questions, click or copy and paste the following URL into your browser: www.bankofamerica.com/epayablesvendors or call Fresno County Accounts Payable, 559-600-3609.

BIDDER TO COMPLETE:

GUARANTEED PICK UP AND/OR DELIVERY: Bidder will be considered in award of bid only if they can guarantee. Enter guarantee on this line (i.e. number of days from receipt of order to delivery):

State Purchase Order mailing address:

SUBCONTRACTORS:

List all subcontractors that would perform work in excess of one/half of one percent of the total amount of your bid, and state general type of work such subcontractor would be performing. The primary contractor is not relieved of any responsibility by virtue of using a subcontractor:

CONTRACTOR'S LICENSE:

Bidder to possess appropriate license/permit for the project in accordance with current regulations/statutes.

Public Contract Code Section 7028.15: Where the State of California requires a Contractor's license, it is a misdemeanor for any person to submit a bid unless specifically exempted.

INSURANCE REQUIREMENTS

INSURANCE: Without limiting the COUNTY's right to obtain indemnification from CONTRACTOR or any third parties, CONTRACTOR, at its sole expense, shall maintain in full force and effect, the following insurance policies or a program of self-insurance, including but not limited to, an insurance pooling arrangement or Joint Powers Agreement (JPA) throughout the term of the Agreement:

- A. Commercial General Liability: Commercial General Liability Insurance with limits of not less than One Million Dollars (\$1,000,000) per occurrence and an annual aggregate of Two Million Dollars (\$2,000,000). This policy shall be issued on a per occurrence basis. COUNTY may require specific coverages including completed operations, products liability, contractual liability, Explosion-Collapse-Underground, fire legal liability or any other liability insurance deemed necessary because of the nature of this contract.
- B. Automobile Liability: Comprehensive Automobile Liability Insurance with limits for bodily injury of not less than Two Hundred Fifty Thousand Dollars (\$250,000.00) per person, Five Hundred Thousand Dollars (\$500,000.00) per accident and for property damages of not less than Fifty Thousand Dollars (\$50,000.00), or such coverage with a combined single limit of Five Hundred Thousand Dollars (\$500,000.00). Coverage should include owned and non-owned vehicles used in connection with this Agreement.
- C. Professional Liability: If CONTRACTOR employs licensed professional staff, (e.g., Ph.D., R.N., L.C.S.W., M.F.C.C.) in providing services, Professional Liability Insurance with limits of not less than One Million Dollars (\$1,000,000.00) per occurrence, Three Million Dollars (\$3,000,000.00) annual aggregate.

This coverage shall be issued on a per claim basis. Contractor agrees that it shall maintain, at its sole expense, in full force and effect for a period of three years following the termination of this Agreement, one or more policies of professional liability insurance with limits of coverage as specified herein.
- D. Worker's Compensation: A policy of Worker's Compensation insurance as may be required by the California Labor Code.

CONTRACTOR shall obtain endorsements to the Commercial General Liability insurance naming the County of Fresno, its officers, agents, and employees, individually and collectively, as additional insured, but only insofar as the operations under this Agreement are concerned. Such coverage for additional insured shall apply as primary insurance and any other insurance, or self-insurance, maintained by COUNTY, its officers, agents and employees shall be excess only and not contributing with insurance provided under CONTRACTOR's policies herein. This insurance shall not be cancelled or changed without a minimum of thirty (30) days advance written notice given to COUNTY.

Within thirty (30) days from the date CONTRACTOR executes this Agreement, CONTRACTOR shall provide certificates of insurance and endorsement as stated above for all of the foregoing policies, as required herein, to the **County of Fresno, Facility Services, Attn: Facilities Manager, 4590 E. Kings Canyon Road, Fresno, CA 93702**, stating that such insurance coverage have been obtained and are in full force; that the County of Fresno, its officers, agents and employees will not be responsible for any premiums on the policies; that such Commercial General Liability insurance names the County of Fresno, its officers, agents and employees, individually and collectively, as additional insured, but only insofar as the operations under this Agreement are concerned; that such coverage for additional insured shall apply as primary insurance and any other insurance, or self-insurance, maintained by COUNTY, its officers, agents and employees, shall be excess only and not contributing with insurance provided under CONTRACTOR's policies herein; and that this insurance shall not be cancelled or changed without a minimum of thirty (30) days advance, written notice given to COUNTY.

In the event CONTRACTOR fails to keep in effect at all times insurance coverage as herein provided, the COUNTY may, in addition to other remedies it may have, suspend or terminate this Agreement upon the occurrence of such event.

All policies shall be with admitted insurers licensed to do business in the State of California. Insurance purchased shall be purchased from companies possessing a current A.M. Best, Inc. rating of A FSC VII or better.

BIDDER TO COMPLETE THE FOLLOWING:

PARTICIPATION

The County of Fresno is a member of the Central Valley Purchasing Group. This group consists of Fresno, Kern, Kings, and Tulare Counties and all governmental, tax supported agencies within these counties.

Whenever possible, these and other tax supported agencies co-op (piggyback) on contracts put in place by one of the other agencies.

Any agency choosing to avail itself of this opportunity, will make purchases in their own name, make payment directly to the contractor, be liable to the contractor and vice versa, per the terms of the original contract, all the while holding the County of Fresno harmless. If awarded this contract, please indicate whether you would extend the same terms and conditions to all tax supported agencies within this group as you are proposing to extend to Fresno County.

Yes, we will extend contract terms and conditions to all qualified agencies within the Central Valley Purchasing Group and other tax supported agencies.

No, we will not extend contract terms to any agency other than the County of Fresno.

(Authorized Signature)

Title

DIR ACKNOWLEDGEMENT

I acknowledge in accordance with labor Code Sections 1725.5 and 1770-1777.7, that I have registered with the Department of Industrial Relations (DIR) and all Certified Payroll Records will be uploaded to the DIR Website. Any additional requirements that materialize from the SB854 legislation will be complied with. Attached is verification of the DIR registration.

(Authorized Signature)

Title

DIR Number

VENDOR MUST COMPLETE AND RETURN WITH REQUEST FOR QUOTATION.

Firm: _____

REFERENCE LIST

Provide a list of at least five (5) customers for whom you have recently provided similar products/services. Be sure to include all requested information.

Reference Name: _____ Contact: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Phone No.: (_____) _____ Date: _____
 Service Provided: _____

Reference Name: _____ Contact: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Phone No.: (_____) _____ Date: _____
 Service Provided: _____

Reference Name: _____ Contact: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Phone No.: (_____) _____ Date: _____
 Service Provided: _____

Reference Name: _____ Contact: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Phone No.: (_____) _____ Date: _____
 Service Provided: _____

Reference Name: _____ Contact: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Phone No.: (_____) _____ Date: _____
 Service Provided: _____

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Failure to provide a list of at least five (5) customers may be cause for rejection of this RFQ.

SCOPE OF WORK

The County is requesting bids to provide commercial window washing services for approximately thirty-nine (39) buildings. The County owns and/or occupies a variety of buildings varying in size, type and age. The tallest building being 21 stories tall. Window cleaning services will vary in frequency from monthly, quarterly, biannual, to yearly depending on building location and need. Quantities listed herein are estimates. County reserves the right to add or delete buildings from the attached list at the County's discretion, at any time during the term of the ensuing contract. Bidder will be required to provide separate billing for each building location. County will supply water and electricity for the window washing services at no cost to the Bidder.

Modifications to county buildings is not permitted. Bidder shall possess all permits, licenses and professional credentials necessary to perform these services.

The successful Bidder will provide a schedule indicating dates and times window washing will take place at each building location prior to the commencement of work at each location.

Level 1 Services: The following is a list of services that will be required for all building locations in this RFQ:

1. **Window Washing:** Window washing services shall be performed on interior and exterior windows that are part of the external walls of a building. Washing shall be done with clean water and necessary equipment to remove all dirt, streaks, film deposits, water spots, and stains. Window ledges, sills, and aluminum framing (inside and outside) shall also be washed, cleaned and wiped dry of all drips and/or moisture. If window screens are present, each screen is to be removed, cleaned, and returned to its original position after cleaning. Damaged screens found at time of cleaning are to be removed. Vendor must contact Facility Services at (559) 600-7242 and advise of any and all screens found damaged at each site.
 - a. Where blinds are found and cleaning is not requested, the Bidder shall not clean the blinds. Instead blinds are to be fully raised, not removed, and returned to original position.
2. **Reporting Deterioration:** Bidder shall provide written documentation to Facility Services at (559) 600-7261 of all windows on each floor that require caulking or have visible signs of other deterioration information such as, holes or gaps on windowsills, frames, or structure.

Extra Services: The following services *may* be required on some building locations:

1. **Blind Cleaning:** The majority of blinds are plastic or metal. When requested as an additional service, blinds are to be cleaned in accordance to industry standards.
2. **Pressure Washing:** Pressure washing may consist of cleaning exterior building surfaces like overhangs, window ledges, breezeways, or sidewalks surrounding the building. Pressure washing must not damage or remove any wall material, outside mullions, or fixtures. The Bidder will be required to pay for any damage caused to the building as a result of pressure washing.
3. **Bird Netting:** Only applicable to the Plaza building. All bird netting on the 12th and 21st floors of the Plaza shall be inspected annually. Any torn or worn netting shall be replaced. Vendor will supply UV protected netting. All netting shall be installed per the Manufacturer's Specifications.
4. **Caulking Guarantee:** Only applicable to the Plaza building. The successful Bidder must obtain list of leaking windows from Facility Services (559) 600-7261, prior to commencing services. The Bidder shall remove and re-caulk windows on an as needed basis only per directions provided by Facility Services; this should not inhibit window washing services. Sonneborn NP-1 caulking is the approved sealing for this RFQ and will be provided by Fresno County Facilities to the successful Bidder. Any defects in materials or workmanship appearing during this period shall be corrected without cost to County.

A. SPECIFIC REQUIREMENTS**1. Scheduling**

- a. All services scheduled shall be subject to the review and approval of the County.
- b. Work start:
 - All work must be approved and authorized in writing by Facility Services at (559) 600-7242, prior to commencement of any work.
- c. Work hours:
 - The Bidder shall coordinate the washing schedule with Facility Services or the County designee. Washing will be performed Monday through Friday during daylight hours, normally between 6:30 am and 5:00 pm. During the summer, hours of work may commence as early as 6:00 am. Weekend work may be scheduled only with prior approval.
- d. Schedule wash:
 - Services shall be scheduled with Facility Services or County designee.
 - At least two (2) weeks' notice shall be provided prior to all scheduled wash dates.
 - The scheduled wash dates must be confirmed in writing prior to the beginning of any work .
- e. Consecutive wash days:
 - Work shall be done on consecutive days, unless pre-approved by Facility Services.
- f. Total work time:
 - Except for the Plaza, work for each building must be finished, to the satisfaction of Facility Services or County designee, no later than 10 working days after the start date.
 - Work for the Plaza building must be finished, to the satisfaction of Facility Services or designee, no later than four (4) weeks after the start date. These periods may be extended at the sole discretion of Facility Services.

2. Addition or Deletion of Buildings

- a. The Director of Internal Services/Chief Information Officer (CIO) of the County reserves the right at any time during the term of this agreement to add or delete new building locations to those listed in this RFQ.
- b. If it is determined by the CIO that additional washings are needed for a building listed within this RFQ during the contracted period, the dates of the additional washings are to-be mutually agreed upon and the price shall remain the same as the contracted price for that building.
- c. In the event the County withdraws any building location from service during the term of the contract, the successful Bidder shall agree to negotiate an acceptable cost reduction for services not provided for the remainder of the contract period.
- d. Facility Services is the only authorized County representative permitted to add any new or additional buildings.

3. Quality of Work

- a. All work shall be done in compliance with all applicable Local, State and Federal laws, rules, regulations, zoning ordinances and building codes in effect at the time of the project.
- b. All work must be in accordance with the best practices of the industry and be in compliance with all OSHA standards.
- c. Any cleaning agents that may be considered detrimental to painted, varnished, or any building surfaces will not be permitted.
- d. All chemicals must be used in accordance with the manufacturer's instructions and recommendations.
- e. Upon award of the Agreement, the Vendor will supply the Material Safety Data Sheets (MSDS) for each product that will be used to Facility Services (559) 600-7242.
- f. New MSDS must be provided for any changes in product(s) used throughout the term of the Agreement.

- g. All work areas shall be cleaned up at the end of the workday and all debris removed by the Contractor on a daily basis. Upon completion of work at each worksite, the vendor shall remove all equipment and surplus material from the premises and legally dispose of it.
- h. Any and all damage to buildings or grounds as a result of services performed shall be immediately documented and reported to Facility Services at (559) 600-7242. Should damage occur as a result of the Vendor's work, the Vendor will incur responsible and cost of the repair and/or replacement of the damaged area.
- i. The County reserves the right to request the removal of any supplies, equipment, and/or personnel it deems not to meet Federal, State, City, and building codes or regulations. The County may also request the halt of any unsafe practices observed while in the performance of these services. This will in no way relieve the Vendor of compliance with the washing schedule already in place.

4. Personnel Performance and Supervision

- A. Personnel:
 - i. Bidder shall have in their employ, or under their control, sufficient qualified and competent personnel to perform work promptly and in accordance with schedules and requirements provided herein.
- B. Supervision:
 - i. The successful Bidder shall provide all supervision on site to coordinate and inspect work.
- C. Daily check in/out:
 - i. Vendor's on-site supervisor shall check-in with the County management at each location prior to the start of each day and report progress at end of each day before leaving. Vendor's on-site supervisor shall also check-in with County management at each location after completing the work project for inspection.
- D. Performance:
 - i. The successful Bidder's personnel must be capable of performing at an effectiveness level in accordance with specific and industry standards. All work shall be performed in a professional manner and in compliance with all federal, state, and local laws and codes.
- E. Uniforms/identifications:
 - i. While on duty all workers shall be identified by uniform shirt, blouse, or smock indicating the company name or logo in print large enough to be easily read.

5. Security

Security is of great concern to the County. Failure to fully comply with the security requirements will be considered a breach of security and shall result in termination of any ensuing contract for default.

All the successful Bidder's personnel shall cooperate with all Security personnel at all times, be subject to and conform to County security rules and regulations. Any violations or disregard of these rules may be cause for denial of access to County property.

Background Investigations

Prior to the beginning of any services, a successful background check must be made for each and every member of the successful Bidder's personnel providing these services. The background check will be required before access will be permitted to any County facility/property. Clearance must be acquired and maintained by all contracted employees. Clearance will only be granted after a successful background check, completed only by the County of Fresno Sheriff's Department. Background checks provided by any agency other than the County of Fresno Sheriff's Department will not be accepted.

The current cost of a Background check is \$52 per person. The successful Bidder will incur this cost. One check covering the cost of background checks for all employees shall be made payable to: County of

Fresno, Sheriff. The successful bidder will be notified regarding the result of background checks. Those that are accepted will report to County of Fresno Security to have their photo taken and ID badge issued.

Background checks are done on a first-come, first served basis between the hours of 7:00 a.m. and 12:00 noon, Monday through Friday. The process takes approximately 20 minutes, plus waiting time. The amount of time it takes to receive the result of background checks varies from one day to a month (or longer), dependent upon the individual's history.

Individuals who are cleared through this process are entered into the Department of Justice database. Their records are flagged and the County of Fresno Sheriff's Department is notified if the person is ever arrested in the future.

All applicants' background checks must be approved prior to entering any County facility.

Approval will not be granted to any individual possessing any of the following circumstances:

1. They have been convicted of a felony, or any crime involving moral turpitude, or carrying or possessing a dangerous weapon.
2. They have ever been charged with a felony or are currently under investigation for a felony.
3. They are charged with or convicted of any crime committed in or at a correctional institution.
4. They are currently on parole or probation or are a sentenced inmate at any correctional facility.
5. They have been refused a license as a private investigator or had such license revoked.
6. They fraudulently represented themselves, their credentials, their employment or their criminal or arrest record on their application.
7. Make omissions or false statements on their application.
8. They have no valid reason for entering a facility.
9. Their admission into a facility could represent a threat to security, staff or inmate safety.

Further information regarding the criteria for background check clearance, including an appeal for process for someone who may be denied clearance is available upon request.

Identification (ID) Badges

The successful bidder's employees will be issued a badge that must be worn and visible at all times during performance of work in any County building, to identify the wearer as an individual who is authorized to enter County facilities.

- A. ID badges will only be given after successfully completing the background investigation. ID badges will be issued when the photo is taken. If electronic access to any County facility is required, activation of the badge may take an additional 48 hours to complete.
- B. The successful Bidder shall pay \$11.99 per individual badge by submitting one check covering the cost for all the Bidder's employees made payable to: County of Fresno, Security.
- C. Costs for ID badges are established by the County Auditor and fluctuate annually; therefore, the cost of obtaining a new ID badge for a Bidder's new employee may not remain the same throughout the contract term.
- D. The wearer will not escort or bring any other individuals into any County facilities. County issued ID badges are for the exclusive use of the individual named and pictured on the badge.
- E. All ID badges will remain the property of the County and are returnable upon demand or upon the expiration of the contract. The successful Bidder will be responsible for collecting all ID badges issued and turning them in to the County Security Office when a contract ends or when an employee leaves employment. The Bidder will assume all responsibility for their employee's use of and the return of the County ID badges.

- F. The ID badges will only be issued to individuals passing the Background check. Each individual will need to present themselves in person with a valid, clean, and legible copy of a Driver's license or State issued Identification Card, to receive an ID badge.

Access to County Facilities

The Bidder's access to County facilities will be limited to only those individuals who have received security clearance, their ID badge, and are designated to perform the work. Failure to fully comply with the security requirements shall be considered grounds for termination of any ensuing Agreement.

Any misuse of the County issued ID shall be considered as failure to comply with the security requirements and shall be considered grounds for termination of any preceding Agreement.

Access to County facilities on Weekends and/or Holidays must have prior approval from County Security.

When working after normal business hours, bidder shall keep the buildings locked while performing services on the premises. Bidder shall not allow unauthorized persons to gain access to the building.

6. Security of Site

- a. Security provisions will be strictly enforced. All parties who are required to perform services at a secured site shall be confined to the area required to complete the work.
- b. Proper protection of occupants, pedestrians, buildings, and grounds, including objects falling from heights shall be the responsibility of the vendor.
- c. All work will be staged and executed in a manner that will maintain access to all exits and entrances of the building for all building occupants.
- d. Bidder will be responsible for any encroachment permits as required for equipment or vehicle staging, if necessary.
- e. The Vendor is responsible for the conduct of their employees while on County property, this includes but is not limited to the following:
 - Be restricted only to work areas to which they are assigned.
 - Rest breaks shall be taken only in pre-assigned areas.
 - Conduct themselves in an orderly and safe manner.
 - There will be no loiter in the building.
 - No smoking inside any County facility or within 25 feet of any exterior building entrance.
 - Personal items stored by County employees in their offices, work areas, break rooms, or refrigerators, shall not be disturbed.
 - Possession, use, or under the influence of alcohol or illegal drugs while on County property.
 - The County maintains a zero tolerance policy.
 - No soliciting, gambling, or any immoral or undesirable conduct on County property will be permitted.

7. Department Specific Requirements

- a. Probation Juvenile Detention Facilities – No Hostage Policy. See Exhibit 1
- b. Fresno Sheriff – Coroner's Office (FSCO) Jail Detention Facilities – No Hostage Policy. See Exhibit 2.
- c. Sheriff Coroner building - Bidder and their staff providing services to the morgue may be exposed to deceased persons, strong odors, and an environment similar to a hospital setting. Vendor's personnel working on this facility are required to treat the details of the deceased as private and confidential. Personnel should maintain composure at all times.

- d. ALL BIDDERS MUST COMPLY WITH THE Prison Rape Elimination (PREA) ACT AS STATED BELOW.

“CONTRACTOR shall comply with all Prison Rape Elimination (PREA) Act standards for juvenile correctional facilities. Training will be provided by Probation at no charge to CONTRACTOR.” “CONTRACTOR will ensure that all staff assigned to work at the Juvenile Justice Campus (JJC) undergo a pre-employment Live Scan and criminal background security clearance by the Probation Department at no charge to CONTRACTOR. No alcoholic beverages/drugs will be brought into any facility. Nor will anyone under the influence of alcoholic beverages or drugs be allowed inside. In the event of any disturbance inside the facilities, the CONTRACTOR’S employees will immediately follow the orders of the Facility Administrator or his/her designees.

CONTRACTOR shall comply with all Probation Department Policies and Procedures. In the event of a dispute involving COUNTY staff and the contract employee, the on-duty Facility Administrator will have the final decision.” **INFORMATION ON THE PRISON RAPE ELIMINATION ACT CAN BE FOUND HERE: <http://www.prearesourcecenter.org/>**

QUOTATION SCHEDULE

All rates quotes for any service below must include all labor, travel, taxes, permits, etc.

PART I: ADDING NEW BUILDINGS

Bidder must provide a rate for Level 1 window washing services.

* Prices quoted shall be fixed for the entire term of the contract, which is three (3) years. There is an option for an additional two (2) one (1) year periods.

For buildings up to 15 feet high, what is your cost per square foot of window?	\$_____per sq. ft. of window
For buildings 16-30 feet high, what is your cost per square foot of window?	\$_____per sq. ft. of window
For buildings 31-45 feet high, what is your cost per square foot of window?	\$_____per sq. ft. of window
For buildings 46-60 feet high, what is your cost per square foot of window?	\$_____per sq. ft. of window

PART II: EXTRA SERVICES

In the section below, bidder must provide a rate for the following services.

For pressure washing services, what is your cost per square foot?	\$_____per sq. ft.
For blind cleaning services, what is your cost per square foot?	\$_____per sq. ft. of blinds.

PART III: BUILDING LOCATIONS BID LIST

All bidders are required to submit a quote on all building locations below. Submittals not providing quotes for all items will not be considered. Please list a total job price for each site location and a summation of the total cost for each group. The quotation shall include all labor, travel, taxes, permits, etc. to perform the specified services as stated within this RFQ.

GROUP I-Monthly Service

	ADDRESS	FLOORS	SERVICES NEEDED	INTERIOR/ EXTERIOR	SPECIAL NOTES
1	Jail, 1225 M. St.	2	Level 1 Services	Exterior only	Vendor to use appropriate material to remove calcium buildup on windows.
JOB TOTAL \$ _____					
2	Crocker Bldg., #864 2135 Fresno St.	1 st floor only	Level 1 Services	Both	
JOB TOTAL \$ _____					

TOTAL GROUP I \$_____

GROUP II-Quarterly Service

	ADDRESS	FLOORS	SERVICES NEEDED	INTERIOR/ EXTERIOR	SPECIAL NOTES
3	Coroner's Bldg. 3150 E. Jefferson	1	Level 1 Services	Exterior	Vendor's staff may be exposed to deceased persons. Beware of strong odors. Setting similar to hospital environment.

JOB TOTAL \$ _____

TOTAL GROUP II \$ _____

GROUP III-Semi-Annual Service

	ADDRESS	FLOORS	SERVICES NEEDED	INTERIOR/ EXTERIOR	SPECIAL NOTES
4	Barton Bldg. #315 4499 E. Kings Canyon	3	Level 1 Services	Both	Window screens have metal screws.

JOB TOTAL \$ _____

5	Commissary Bldg. #313 4449 E. Kings Canyon	2	Level 1 Services	Both	N/A
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JOB TOTAL \$ _____

6	Fairgrounds Annex Bldg. #341 4468 E. King Canyon	1	Level 1 Services	Both	N/A
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JOB TOTAL \$ _____

7	Fairgrounds Annex Bldg. #340 4468 E. Kings Canyon	1	Level 1 Services	Both	N/A
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JOB TOTAL \$ _____

8	Huntington Hall Bldg. #318 435 S. Boyd	2	Level 1 Services	Both	N/A
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JOB TOTAL \$ _____

9	Laundry Room Bldg. #308 445 S. Cedar	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
10	Main Bldg. #311 4455 E. Kings Canyon	2	Level 1 Services	Both	Vendors to use extreme caution as roof is tile. Window screens have metal screws.
JOB TOTAL \$ _____					
11	Modular Bldg. #326 445 E. Cedar	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
12	Modular D Bldg. #343 4452 E. Kings Canyon	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
13	Modular C Bldg. #334 4445 E. Inyo	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
14	Crocker Bldg. #864 2135 Fresno St.	Floors 2-4 only	Level 1 Services	Both	Clean awnings over doorways.
JOB TOTAL \$ _____					

TOTAL GROUP III \$ _____

GROUP IV-Annual Service

	ADDRESS	FLOORS	SERVICES NEEDED	INTERIOR/ EXTERIOR	SPECIAL NOTES
15	Ag. Bldg. #404 1730 S. Maple	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
16	Ag. Bldg. #415 4535 E. Hamilton	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
17	Purchasing Warehouse Bldg. #437 4525 E. Hamilton	2	Level 1 Services	Both	N/A

JOB TOTAL \$ _____					
18	Materials Testing/Lab & Warehouse Bldg. #413 4553 E. Hamilton	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
19	Materials Testing/Lab & Warehouse Bldg. #414 4553 E. Hamilton	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
20	Bldg. #400 1720 S. Maple	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
21	Mercer Bldg. #612 1221 Fulton Mall	3	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
22	Brix Bldg. #611 1221 Fulton Mall	6	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
23	Headquarters Bldg. #604 2200 Fresno St.	2	Level 1 Services	External only	N/A
JOB TOTAL \$ _____					
24	Bldg. #317 4441 E. Kings Canyon Rd	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
25	Bldg. #319 4411 E. Kings Canyon Rd	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
26	Bldg. #320 515 S. Cedar Ave	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
27	Mod. A Bldg. #332 4409 E. Inyo Ave	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
28	Mod. B Bldg. #333 4417 E. Inyo Ave	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
29	Mod. E Bldg. #335 4447 E. Kings Canyon Rd.	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					

30	Mod. F Bldg. #336 4463 E. Kings Canyon Rd.	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
31	Sierra Bldg. 1925 E. Dakota Ave	2	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
32	333 W. Pontiac Way	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
33	Hall of Records 2281 Tulare St.	4	Level 1 Services	Both	Note: Some windows leak- do not use pressure washer to clean windows.
JOB TOTAL \$ _____					
34	Bldg. #701 3333 E. American Ave.	2	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					

TOTAL GROUP IV \$ _____

GROUP V-Annual Service-Plaza

	ADDRESS	FLOORS	SERVICES NEEDED	INTERIOR/ EXTERIOR	SPECIAL NOTES
35	Plaza Bldg. 2220 Tulare St.	21	Level I Services Extra Services: Caulking Guarantee & Bird Netting	Both	County will provide 220-volt receptacles, 208-volt Outlets on roof top parapet and eyebolts on parapet for safety lines.
JOB TOTAL \$ _____					
36	Child Support, #210P 2220 Tulare St.	2	Level 1 Services	Both	Wash upper & lower levels.
JOB TOTAL \$ _____					
37	Child Support, #310P 2220 Tulare St.	2	Level 1 Services	Both	Wash upper & lower levels.
JOB TOTAL \$ _____					
38	Public Works, Suite A 2220 Tulare St.	2	Level 1 Services	Both	Awnings on annex building are excluded from bid.
JOB TOTAL \$ _____					
39	Public Works, Suite B 2220 Tulare St.	2	Level 1 Services	Both	Awnings on annex building are excluded from bid.
JOB TOTAL \$ _____					

40	Elections 2221 Kern St.	1 st floor only	Level 1 Services	Both	Note: Accessible interior windows.
JOB TOTAL \$ _____					
41	Probation 2233 Kern St.	1 st floor only	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					

TOTAL GROUP V \$ _____

PART IV: TOTAL PACKAGE COST

Please provide the total cost for each group and a summation of the total cost of all groups below:

GROUP I	\$ _____
GROUP II	\$ _____
GROUP III	\$ _____
GROUP IV	\$ _____
GROUP V	\$ _____
TOTAL=	\$ _____

TENTATIVE SCHEDULE

Note: Facility Services must approve all schedules prior to the commencement of any work. Please provide a beginning and ending date for each service.

Bidder shall provide a tentative schedule for a one (1) year, twelve (12) month period for monthly services from September 2017-September 2018

GROUP I-MONTHLY

	BUILDING	TENTATIVE SCHEDULE
1	Jail, 1225 M. St.	
2	Crocker Bldg., #864, 2135 Fresno St.	

GROUP II-QUARTERLY

Vendor to provide a tentative schedule for a one (1) year, twelve (12) month period for-quarterly services [four (4) times per year] from September 2017-September 2018.

	BUILDING	TENTATIVE SCHEDULE
3	Coroner's Bldg., 3150 E. Jefferson	

GROUP III-SEMI ANNUAL

Vendor to provide a tentative schedule for a one (1) year, twelve (12) month period for semi-annual (twice per year) services from September 2017-September 2018.

	BUILDING	TENTATIVE SCHEDULE
4	Barton Bldg. #315, 4499 E. Kings Canyon	
5	Commissary Bldg. #313, 4449 E. Kings Canyon	
6	Fairgrounds Annex Bldg. #341, 4468 E. King Canyon	
7	Fairgrounds Annex Bldg. #340, 4468 E. Kings Canyon	
8	Huntington Hall Bldg. #318, 435 S. Boyd	
9	Laundry Room Bldg. #308, 445 S. Cedar	
10	Main Bldg. #311, 4455 E. Kings Canyon	
11	Modular Bldg. #326, 445 E. Cedar	
12	Modular D Bldg. #343, 4452 E. Kings Canyon	
13	Modular C Bldg. #334, 4445 E. Inyo	
14	Crocker Bldg. #864, 2135 Fresno St.	

GROUP IV-ANNUAL

Vendor to provide a tentative schedule for a one (1) year, twelve (12) month period for annual services (once per year) from September 2017-September 2018.

	BUILDING	TENTATIVE SCHEDULE
15	Ag. Bldg. #404, 1730 S. Maple	
16	Ag. Bldg. #415, 4535 E. Hamilton	
17	Purchasing Warehouse Bldg. #437, 4525 E. Hamilton	
18	Materials Testing/Lab & Warehouse, Bldg. #413, 4553 E. Hamilton	
19	Materials Testing/Lab & Warehouse, Bldg. #414, 4553 E. Hamilton	
20	Bldg. #400, 1720 S. Maple	
21	Mercer Bldg. #612, 1221 Fulton Mall	
22	Brix Bldg. #611, 1221 Fulton Mall	
23	Headquarters Bldg. #604, 2200 Fresno St.	
24	Bldg. #317, 4441 E. Kings Canyon Rd	
25	Bldg. #319, 4411 E. Kings Canyon Rd	
26	Bldg. #320, 515 S. Cedar Ave	
27	Mod. A Bldg. #332, 4409 E. Inyo Ave	
28	Mod. B Bldg. #333, 4417 E. Inyo Ave	
29	Mod. E Bldg. #335, 4447 E. Kings Canyon Rd.	
30	Mod. F Bldg. #336, 4463 E. Kings Canyon Rd.	
31	Sierra Bldg., 1925 E. Dakota Ave	
32	333 W. Pontiac Way	
33	Hall of Records, 2281 Tulare St.	
34	Bldg. #701 3333 E. American Ave	

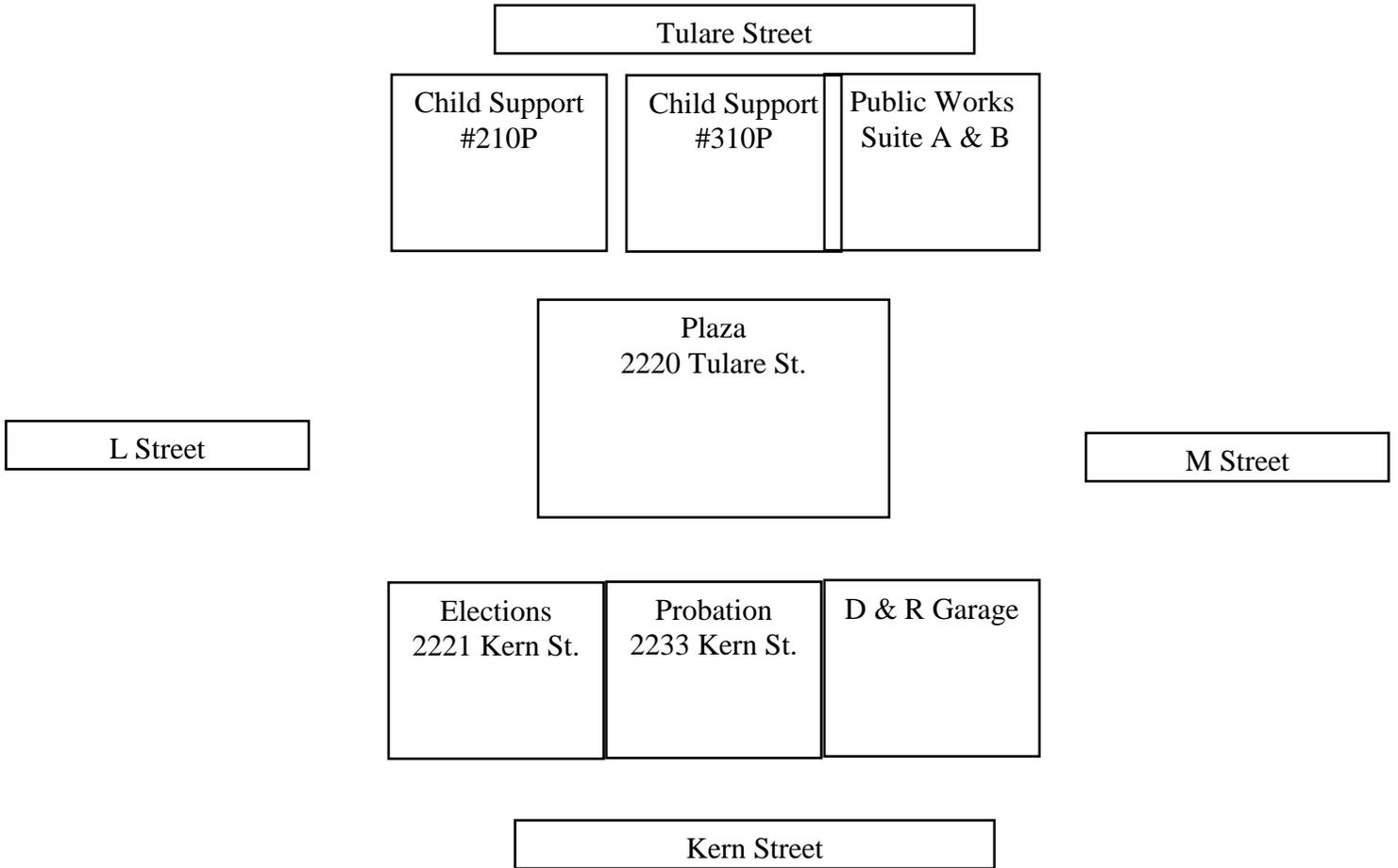
GROUP V-ANNUAL-PLAZA

	BUILDING	TENTATIVE SCHEDULE
35	Plaza Bldg., 2220 Tulare St.	
36	Child Support, #210P, 2220 Tulare St.	
37	Child Support, #310P, 2220 Tulare St.	
38	Public Works, Suite A, 2220 Tulare St.	
39	Public Works, Suite B, 2220 Tulare St.	
40	Elections, 2221 Kern St.	
41	Probation, 2233 Kern St.	

No minimum or maximum is guaranteed

MAPS OF BUILDING LOCATIONS

PLAZA-2220 Tulare St.



CHECK LIST

This Checklist is provided to assist the vendors in the preparation of their bid response. Included in this list, are important requirements and is the responsibility of the bidder to submit with the bid package in order to make the bid compliant. Because this checklist is just a guideline, the bidder must read and comply with the bid in its entirety.

Check off each of the following:

1. _____ The Request for Quotation (RFQ) has been signed and completed.
2. _____ Addenda, if any, have been signed and included in the bid package.
3. _____ The completed *Reference List* as provided with this RFQ.
4. _____ The *Quotation Schedule* as provided with this RFQ has been completed, price reviewed for accuracy and any corrections initialed.
5. _____ Indicate all of bidder exceptions to the County's requirements, conditions and specifications as stated within this RFQ.
6. _____ The *Participation* page as provided within this RFQ has been signed and included
7. _____ The *Local Vendor Bid Preference and Disabled Veteran Business Enterprise Bid Preference* section (if applicable) has been signed and included.
8. _____ *Bidder to Complete* page as provided with this RFQ.
9. _____ Verification of Department of Industrial Relations Contractor Registration.
10. _____ Verification of Contractor's License and the Department of Consumer Affairs – Contractors' State License Board.
11. _____ Return checklist with RFQ response.
12. _____ **Completed RFQ in pdf format, electronically submitted to the Bid Page on Public Purchase.**

EXHIBITS

1. Juvenile Justice Campus No Hostage Policy
2. No Hostage Policy



Subject: Hostage Situations

Policy Number: 326.0

Page: 1 of 2

Date Originated: April 1, 2004

Date Revised: February 1, 2008

**Authority: Title 15; Section 1327;
California Code of Regulations**

It is imperative for the safety and security of all persons within Juvenile Justice Campus (JJC) facilities, as well as for those in the community, that minors are not allowed to leave the secure confines of the facilities by the taking of a hostage(s). If successful in securing a release through these means minors would be much more likely in the future to use this practice again in an attempt to escape the confines of the facilities. This would put those visiting and working at the JJC at higher level of risk and would jeopardize the safety of the community if the minor was in fact successful in securing his/her release.

The JJC is a "no-hostage" facility. This means that minors will not be released from custody under any circumstances due to the taking of a hostage(s). Any staff person taken hostage, no matter what their rank or status, immediately loses their authority and any orders issued by that person will not be followed.

I. HOSTAGE SITUATION PROCEDURES

- A. If any minor(s) and/or other person(s) in the facility attempt to hold any person hostage, and they do not respond to verbal commands to stop staff will immediately notify the Watch Commander. He/she will respond to the location and assess the situation. If a hostage situation is in progress the Watch Commander will:
1. Summon assistance from other officers as required.
 2. Establish a secure perimeter around the hostage takers and allow no one to pass into it for any reason without authorization. Risks should not be taken that might allow the taking of additional hostages.
 3. Evacuate all non-essential persons at the scene to a safe location or any housing pod that is not directly involved in the incident.
 4. Direct officers to place minors in uninvolved housing pods in their rooms and have them remain there until directed otherwise. Minors outside of housing pods will remain in place under officer supervision until it is safe to return to their respective housing pods or any housing pod that is not directly involved in the incident.
 5. Immediately notify the Director or the Probation Services Manager/Assistant Director in his/her absence and confer with higher authority as to action to be taken. Administration in turn will notify the Chief.
- B. The Fresno Sheriff's Dispatch Center (488-3111) will be notified immediately and a request for a trained hostage negotiator and other emergency personnel will be made as needed. Prior to the arrival of the Sheriff Department's hostage negotiator the Watch Commander will attempt to ascertain:

1. The number and identity of both the hostages and hostage takers;
 2. Any known weapons possessed by the hostage takers;
 3. The demands of the hostage takers.
- C. The Watch Commander will retain and direct departing custody officers, as well as, available Probation peace officer staff to assist with security and safety needs, as necessary. Additional Juvenile Correctional Officers should be called in as may be needed to insure the safe and secure operation of the facility.
- D. The Watch Commander will coordinate with the Sheriff's Department all activities taken to resolve the hostage situation, including the use of appropriate force, and will maintain control of the facility until relieved of that duty by the presence of a Probation Services Manager/Assistant Director, Director, or the Chief Probation Officer.
- E. Once the hostage situation has been resolved the minors involved should be housed in the most secure setting available and all appropriate charges should be filed.
- F. Each officer and/or non-sworn staff member who was involved or observed the incident will complete an incident report and if required, the appropriate critical incident evaluation report(s) regarding the details of the incident prior to the end of his/her shift. (See Incident Report, located in JAS Probation View, under "Word Templates".)
- G. The Watch Commander will prepare a Critical Incident Investigation Report, using the Critical Incident Evaluation Report - Page 2 report form and the critical incident evaluation report(s) completed by the reporting persons at the time of the incident.

II. PARENTAL AND MEDIA INFORMATION

- A. Attempts will be made at the direction of Administration to reach the families of the hostages to advise them of the situation. Notification will also be made to the parents of the hostage takers as deemed appropriate.
- B. All media inquiries will be referred to the Chief's office per departmental policy.

III. SECURITY AND OPERATIONAL REVIEW

- A. Once the incident has been resolved a team will be established to conduct a security and operational review of the incident. The review will be conducted within 2 days of the resolution of the incident. The review team will be comprised of the facility administrator and/or facility Director, Probation Services Manager/Assistant Director and Supervising Juvenile Correctional Officers who are relevant to the incident. The team will review the circumstances leading up to the incident and any necessary corrective action necessary to insure that such an incident does not repeat itself.

Exhibit 2 – “NO HOSTAGE” POLICY

EFFECTIVE DATE: 12-18-89

REVISED: 08-06-90, 12-25-94, 05-06-96, 09-01-99,
12-01-10

APPROVED BY: Sheriff M. Mims

BY: Assistant Sheriff T. Gattie

AUTHORITY: California Code of Regulations, Title 15, Section 1029(a)(7)(B)
and Penal Code Section 236.

PURPOSE:

The purpose of this policy is to establish procedures which provide for the resolution of a hostage-taking incident while preserving the safety of staff, public, inmates, and hostages, and maintaining facility security.

POLICY:

The Fresno County Sheriff's Office Jail Division maintains a **NO HOSTAGE FACILITY** and will not consider bargaining with hostage takers for ANY reason.

It is the policy of the Fresno County Sheriff's Office Jail Division that once any staff member is taken hostage, they immediately lose their authority and any orders issued by that person will not be followed regardless of their rank or status.

It is the policy of the Fresno County Sheriff's Office Jail Division that the primary responsibility of all staff members in a hostage situation is to protect every person involved, if possible, from serious injury or death.

PROCEDURES:

I. DEFINITION

HOSTAGE SITUATION: any staff member, citizen or inmate held against their will by another person for the purpose of escape, monetary gain or any reason which may place an individual in danger of losing life or suffering serious injury.

II. NOTIFICATIONS, CONTAINMENT AND CONTROL OF THE SITUATION

A. Emergency procedures and notifications shall be implemented as per Emergency Planning procedures (B-101/FILE: EMERGENCY).

COUNTY OF FRESNO
ADDENDUM NUMBER: ONE (1)
RFQ NUMBER: 18-002
WINDOW WASHING SERVICES

Issue Date: August 11, 2017

CLOSING DATE: AUGUST 22, 2017 AT 2:00 P.M.

Submit all Questions and Quotations on the Bid Page at Public Purchase.

For assistance, contact **Debbie Scharnick** at (559) 600-7110.

NOTE THE FOLLOWING AND ATTACHED ADDITIONS, DELETIONS AND/OR CHANGES TO THE REQUIREMENTS OF REQUEST FOR QUOTATION NUMBER: 18-002 AND INCLUDE THEM IN YOUR RESPONSE. PLEASE SIGN AND RETURN THIS ADDENDUM WITH YOUR QUOTATION.

- **Please replace pages 22 through 27 of the Quotation Schedule with the following pages.**
- **Please see attached Question and Answers.**

ACKNOWLEDGMENT OF ADDENDUM NUMBER One (1) TO RFQ 18-002

COMPANY NAME: _____ (PRINT)

SIGNATURE: _____

NAME & TITLE: _____ (PRINT)

Purchasing Use: DS:mh

ORG/Requisition: 8935 / 1321801041

QUOTATION SCHEDULE

All rates quotes for any service below must include all labor, travel, taxes, permits, etc.

PART I: ADDING NEW BUILDINGS

Bidder must provide a rate for Level 1 window washing services.

* Prices quoted shall be fixed for the entire term of the contract, which is three (3) years. There is an option for-an additional two (2) one (1) year periods.

For buildings up to 15 feet high, what is your cost per square foot of window?	\$_____per sq. ft. of window
For buildings 16-30 feet high, what is your cost per square foot of window?	\$_____per sq. ft. of window
For buildings 31-45 feet high, what is your cost per square foot of window?	\$_____per sq. ft. of window
For buildings 46-60 feet high, what is your cost per square foot of window?	\$_____per sq. ft. of window

PART II: EXTRA SERVICES

In the section below, bidder must provide a rate for the following services.

For pressure washing services, what is your cost per square foot when the premises are generally clean?	\$_____per sq. ft.
For pressure washing services, what is your cost per square foot when the premises are generally dirty?	\$_____per sq. ft.
For blind cleaning services, what is your cost per square foot?	\$_____per sq. ft. of blinds.

PART III: BUILDING LOCATIONS BID LIST

All bidders are required to submit a quote on all building locations below. Submittals not providing quotes for all items will not be considered. Please list a total job price for each site location and a summation of the total cost for each group. The quotation shall include all labor, travel, taxes, permits, etc. to perform the specified services as stated within this RFQ.

GROUP I-Monthly Service

	ADDRESS	FLOORS	SERVICES NEEDED	INTERIOR/ EXTERIOR	SPECIAL NOTES
1	Jail, 1225 M. St.	2	Level 1 Services	Exterior only	Vendor to use appropriate material to remove calcium buildup on windows.
JOB TOTAL \$ _____					
2	Crocker Bldg., #864 2135 Fresno St.	1 st floor only	Level 1 Services	Both	
JOB TOTAL \$ _____					

TOTAL GROUP I \$ _____

GROUP II-Quarterly Service

	ADDRESS	FLOORS	SERVICES NEEDED	INTERIOR/ EXTERIOR	SPECIAL NOTES
3	Coroner's Bldg. 3150 E. Jefferson	1	Level 1 Services	Exterior	Vendor's staff may be exposed to deceased persons. Beware of strong odors. Setting similar to hospital environment.
JOB TOTAL \$ _____					

TOTAL GROUP II \$ _____

GROUP III-Semi-Annual Service

	ADDRESS	FLOORS	SERVICES NEEDED	INTERIOR/ EXTERIOR	SPECIAL NOTES
4	Barton Bldg. #315 4499 E. Kings Canyon	3	Level 1 Services	Both	Window screens have metal screws.
JOB TOTAL \$ _____					
5	Commissary Bldg. #313 4449 E. Kings Canyon	2	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					

Addendum No. One (1)
Request for Quotation Number: 18-002
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6	Fairgrounds Annex Bldg. #341 4468 E. King Canyon	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
7	Fairgrounds Annex Bldg. #340 4468 E. Kings Canyon	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
8	Huntington Hall Bldg. #318 435 S. Boyd	2	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
9	Laundry Room Bldg. #308 445 S. Cedar	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
10	Main Bldg. #311 4455 E. Kings Canyon	2	Level 1 Services	Both	Vendors to use extreme caution as roof is tile. Window screens have metal screws.
JOB TOTAL \$ _____					
11	Modular Bldg. #326 445 E. Cedar	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
12	Modular D Bldg. #343 4452 E. Kings Canyon	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
13	Modular C Bldg. #334 4445 E. Inyo	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					

14	Crocker Bldg. #864 2135 Fresno St.	Floors 2-4 only	Level 1 Services	Both	Clean awnings over doorways.
JOB TOTAL \$ _____					

TOTAL GROUP III \$ _____

GROUP IV-Annual Service

	ADDRESS	FLOORS	SERVICES NEEDED	INTERIOR/ EXTERIOR	SPECIAL NOTES
15	Ag. Bldg. #404 1730 S. Maple	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
16	Ag. Bldg. #415 4535 E. Hamilton	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
17	Purchasing Warehouse Bldg. #437 4525 E. Hamilton	2	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
18	Bldg. #400 1720 S. Maple	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
19	Mercer Bldg. #612 1221 Fulton Mall	3	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
20	Brix Bldg. #611 1221 Fulton Mall	6	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
21	Headquarters Bldg. #604 2200 Fresno St.	2	Level 1 Services	External only	N/A
JOB TOTAL \$ _____					
22	Bldg. #317 4441 E. Kings Canyon Rd	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
23	Bldg. #319 4411 E. Kings Canyon Rd	1	Level 1 Services	Exterior	N/A
JOB TOTAL \$ _____					

Addendum No. One (1)
Request for Quotation Number: 18-002
August 11, 2017

23-A	Bldg. #319 4411 E. Kings Canyon Rd, County of Fresno	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
24	Bldg. #320 515 S. Cedar Ave	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
25	Mod. A Bldg. #332 4409 E. Inyo Ave	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
26	Mod. B Bldg. #333 4417 E. Inyo Ave	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
27	Mod. E Bldg. #335 4447 E. Kings Canyon Rd.	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
28	Mod. F Bldg. #336 4463 E. Kings Canyon Rd.	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
29	Sierra Bldg. 1925 E. Dakota Ave	2	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
30	333 W. Pontiac Way	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
31	Hall of Records 2281 Tulare St.	4	Level 1 Services	Both	Note: Some windows leak-do not use pressure washer to clean windows.
JOB TOTAL \$ _____					
32	Bldg. #701 3333 E. American Ave.	1 st Floor. Only	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
32-A	Bldg. #701 3333 E. American Ave,	2 nd Floor Only	Level 1 Services	Ext	N/A
JOB TOTAL \$ _____					

TOTAL GROUP IV \$ _____

GROUP V-Annual Service-Plaza

	ADDRESS	FLOORS	SERVICES NEEDED	INTERIOR/ EXTERIOR	SPECIAL NOTES
33	Plaza Bldg. 2220 Tulare St.	21	Level I Services Extra Services: Caulking Guarantee & Bird Netting	Both	County will provide 220-volt receptacles, 208-volt Outlets on roof top parapet and eyebolts on parapet for safety lines.
JOB TOTAL \$ _____					
34	Child Support, #210P 2220 Tulare St.	2	Level 1 Services	Both	Wash upper & lower levels.
JOB TOTAL \$ _____					
35	Child Support, #310P 2220 Tulare St.	2	Level 1 Services	Both	Wash upper & lower levels.
JOB TOTAL \$ _____					
36	Public Works, Suite A 2220 Tulare St.	2	Level 1 Services	Both	Awnings on annex building are excluded from bid.
JOB TOTAL \$ _____					
37	Public Works, Suite B 2220 Tulare St.	2	Level 1 Services	Both	Awnings on annex building are excluded from bid.
JOB TOTAL \$ _____					
38	Elections 2221 Kern St.	1 st floor only	Level 1 Services	Both	Note: Accessible interior windows.
JOB TOTAL \$ _____					
39	Probation 2233 Kern St.	1 st floor only	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					

TOTAL GROUP V \$ _____

PART IV: TOTAL PACKAGE COST

Please provide the total cost for each group and a summation of the total cost of all groups below:

GROUP I	\$
GROUP II	\$
GROUP III	\$
GROUP IV	\$
GROUP V	\$
TOTAL=	\$

QUESTIONS & ANSWERS

Q1. Do you want the following locations serviced as listed in the RFQ?

- Ag. Bldg. #415, 4535 E. Hamilton.
- Bldg. #320, 515 S. Cedar Ave.
- Bldg. #317, 4441 E. Kings Canyon Rd.
- Mod. A Bldg. #332, 4409 E. Inyo Ave.
- Mod. B Bldg. #333, 4417 E. Inyo Ave.
- Modular C. Bldg. #334, 4445 E. Inyo.
- Modular D Bldg. #343, 4452 E. King Canyon.
- Mod. E Bldg. #335, 4447 E. Kings Canyon Rd.
- Mod. F Bldg. F #336, 4463 E. Kings Canyon Rd.
- Modular Bldg. #326, 445 E. Cedar.
- Sierra Bldg., 1925 E. Dakota Ave.

A1. *Yes, please follow the directions on page 22 of the RFQ to provide a quote for all the locations listed above.*

Q2. Can you provide a site visit for the Coroner Bldg. at address 3150 E. Jefferson?

A2. *Yes, a site visit can be provided.*

Q3. Do you want the Laundry Room Bldg. #308 at address 445 S. Cedar serviced as listed in the RFQ?

A3. *No, this location is deleted from the RFQ. Do not provide a quote.*

Q4. Do you want the Materials Testing/Lab & Warehouse Bldg. #413 and #414 at address 4553 E. Hamilton serviced as listed in the RFQ?

A4. *No, these locations are deleted from the RFQ. Do not provide a quote.*

Q5. Do you want Bldg. #319 at address 4411 E. Kings Canyon Rd. serviced as listed in the RFQ? If your answer is "yes," can Fresno County provide a site visit before bidders submit a bid?

A5. *Building #319 is comprised of three (3) different building sections wherein three (3) different organizations reside. These organizations include Exodus Recovery, Central Star Psychiatric Health Facility, and a Fresno County building. Interested bidders seeking to complete this RFQ must provide a quote for external Level 1 Services of the entire building. In this quote, bidder must also include cost for internal Level 1 Services for only the Fresno County building. Internal services are not being requested for Exodus Recovery and Central Star Psychiatric Health Facility. Interior access to the Fresno County building will be granted to the awarded vendor.*

And yes, Fresno County can provide a site visit for interested bidders.

Q6. Fresno County has listed this contract as a prevailing wage project in the RFQ. Is this correct?

A6. *No, it is not a prevailing wage job.*

Q7. Will the Sonneborn NP-1 caulking be provided by Facility Services as listed in the RFQ?

A7. *No, the awarded bidder will be responsible for providing the caulking throughout the life of the contract. Awarded vendor to request reimbursement as needed.*

Q8. It is listed in the RFQ that Fresno County will be providing Sonneborn NP - 1 caulking for the life of the contract. Is this correct because this item is currently difficult to obtain?

A8. *The successful bidder must use Sonneborn NP-1 caulking as it is the preferred sealant of Facility Services as listed in the RFQ. However, if this type of sealant is unavailable, then the awarded bidder must provide the closest alternative in quality and price to the Sonneborn NP-1. All alternative caulking must be preapproved by Facility Services before beginning services.*

Q9. Do you want the Jail at address 1225 M. St. serviced as listed in the RFQ. Specifically, do you want the water stains removed on the 2nd floor?

A9. *On page 22 in the RFQ, the listed services include exterior Level 1 Services and the removal of calcium buildup on the 2nd floor windows. Please quote this building location accordingly.*

Q10. Do you want the awnings over the doorways at the Crocker Bldg. #864, 2135 Fresno St. serviced as listed in the RFQ?

A10. *In the RFQ, building location listed as # 14 in "Group III-Semi-Annual Service," floors 2-4, states that awnings over doorways must be cleaned. This is an erroneous statement as floors 2-4 do not have awnings and therefore do not require awning cleaning. However, the first floor of this same building, #2 in "Group I-Monthly Service," has one (1) awning in the back entryway of the building near the parking lot. When submitting a quote on building location #2, bidder to include in quote cost for monthly awning cleaning on first floor as described above.*

Q11. Can Fresno County provide a different quoting formula for requesting pressure washing services as listed on page 22 in the RFQ, in section "PART II: EXTRA SERVICES" as I do not feel comfortable providing a quote based on how this question is structured?

A11. *Yes, "PART II: EXTRA SERVICES," on page 22, is deleted and modified as listed below. Bidders to follow directions on page 22 of the RFQ to answer the following:*

<p><i>For pressure washing services, what is your cost per square foot when the premises are generally clean?</i></p>	<p>\$ _____ per square ft.</p>
<p><i>For pressure washing services, what is your cost per square foot when the premises are generally dirty?</i></p>	<p>\$ _____ per square ft.</p>

Q12. For Bldg. # 701 at 3333 E. American Ave., do you want bidders to provide internal and external services for both first and second floors as stated in the RFQ? I ask because it has been my understanding that vendors will not be allowed inside on the 2nd floor, the Judges Chambers.

No. Quote for building #34 on page 26 of the RFQ is deleted and replaced with the following: Bidder must submit quote for internal and external Level 1 Services to the 1st floor of this building. Interior access to the 1st floor will not be a problem. Additionally, bidder must provide a separate quote for building floor now listed as #32-A. Building #32-A requires only external Level 1 Services to the 2nd floor.

GROUP IV-Annual Service

	ADDRESS	FLOORS	SERVICES NEEDED	INTERIOR/EXTERIOR	SPECIAL NOTES
32	Bldg #701 3333 E. American Ave.	1 st floor only	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
32-A	Bldg #701 3333 E. American Ave.	2 nd floor only	Level 1 Services	Exterior	N/A
JOB TOTAL \$ _____					

COUNTY OF FRESNO
ADDENDUM NUMBER: TWO (2)
RFQ NUMBER: 18-002
WINDOW WASHING SERVICES

Issue Date: August 11, 2017

CLOSING DATE: AUGUST 22, 2017 AT 2:00 P.M.

Submit all Questions and Quotations on the Bid Page at Public Purchase.

For assistance, contact **Debbie Scharnick** at (559) 600-7110.

NOTE THE FOOLOWING AND ATTACHED ADDITIONS, DELETIONS AND/OR CHANGES TO THE REQUIREMENTS OF REQUEST FOR QUOTATION NUMBER: 18-002 AND INCLUDE THEM IN YOUR RESPONSE. PLEASE SIGN AND RETURN THIS ADDENDUM WITH YOUR QUOTATION.

- **Please replace pages 22 through 27 of the Quotation Schedule with the following pages.**
- **Please see attached Questions and Answers.**
- **Quotation Schedule revised for clarification**
- **Please submit the attached Revised Quotation Schedule with bid.**

ACKNOWLEDGMENT OF ADDENDUM NUMBER TWO (2) TO RFQ 18-002

COMPANY NAME: _____ (PRINT)

SIGNATURE: _____

NAME & TITLE: _____ (PRINT)

Purchasing Use: DS:mh

ORG/Requisition: 8935 / 1321801041

REVISED QUOTATION SCHEDULE

All rates quotes for any service below must include all labor, travel, taxes, permits, etc.

PART I: ADDING NEW BUILDINGS

Bidder must provide a rate for Level 1 window washing services.

* Prices quoted shall be fixed for the entire term of the contract, which is three (3) years. There is an option for-an additional two (2) one (1) year periods.

For buildings up to 15 feet high, what is your cost per square foot of window?	\$_____per sq. ft. of window
For buildings 16-30 feet high, what is your cost per square foot of window?	\$_____per sq. ft. of window
For buildings 31-45 feet high, what is your cost per square foot of window?	\$_____per sq. ft. of window
For buildings 46-60 feet high, what is your cost per square foot of window?	\$_____per sq. ft. of window

PART II: EXTRA SERVICES

In the section below, bidder must provide a rate for the following services.

For pressure washing services, what is your cost per square foot when the premises are generally clean?	\$_____per sq. ft.
For pressure washing services, what is your cost per square foot when the premises are generally dirty?	\$_____per sq. ft.
For blind cleaning services, what is your cost per square foot?	\$_____per sq. ft. of blinds.

PART III: BUILDING LOCATIONS BID LIST

All bidders are required to submit a quote on all building locations below. Submittals not providing quotes for all items will not be considered. Please list a total job price for each site location and a summation of the total cost for each group. The quotation shall include all labor, travel, taxes, permits, etc. to perform the specified services as stated within this RFQ.

GROUP I-Monthly Service

	ADDRESS	FLOORS	SERVICES NEEDED	INTERIOR/ EXTERIOR	SPECIAL NOTES
1	Jail, 1225 M. St.	2	Level 1 Services	Exterior only	Vendor to use appropriate material to remove calcium buildup on windows.
JOB TOTAL \$ _____					
2	Crocker Bldg., #864 2135 Fresno St.	1 st floor only	Level 1 Services	Both	Clean awning in back, over the entryway.
JOB TOTAL \$ _____					

TOTAL GROUP I \$ _____

GROUP II-Quarterly Service

	ADDRESS	FLOORS	SERVICES NEEDED	INTERIOR/ EXTERIOR	SPECIAL NOTES
3	Coroner's Bldg. 3150 E. Jefferson	1	Level 1 Services	Exterior	Vendor's staff may be exposed to deceased persons. Beware of strong odors. Setting similar to hospital environment.
JOB TOTAL \$ _____					

TOTAL GROUP II \$ _____

GROUP III-Semi-Annual Service

	ADDRESS	FLOORS	SERVICES NEEDED	INTERIOR/ EXTERIOR	SPECIAL NOTES
4	Barton Bldg. #315 4499 E. Kings Canyon	3	Level 1 Services	Both	Window screens have metal screws.
JOB TOTAL \$ _____					

Addendum No. TWO (2)
Request for Quotation Number: 18-002
August 11, 2017

5	Commissary Bldg. #313 4449 E. Kings Canyon	2	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
6	Fairgrounds Annex Bldg. #341 4468 E. King Canyon	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
7	Fairgrounds Annex Bldg. #340 4468 E. Kings Canyon	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
8	Huntington Hall Bldg. #318 435 S. Boyd	2	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
9	Main Bldg. #311 4455 E. Kings Canyon	2	Level 1 Services	Both	Vendors to use extreme caution as roof is tile. Window screens have metal screws.
JOB TOTAL \$ _____					
10	Modular Bldg. #326 445 E. Cedar	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
11	Modular D Bldg. #343 4452 E. Kings Canyon	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
12	Modular C Bldg. #334 4445 E. Inyo	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					

13	Crocker Bldg. #864 2135 Fresno St.	Floors 2-4 only	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					

TOTAL GROUP III \$ _____

GROUP IV-Annual Service

	ADDRESS	FLOORS	SERVICES NEEDED	INTERIOR/ EXTERIOR	SPECIAL NOTES
14	Ag. Bldg. #404 1730 S. Maple	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
15	Ag. Bldg. #415 4535 E. Hamilton	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
16	Purchasing Warehouse Bldg. #437 4525 E. Hamilton	2	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
17	Bldg. #400 1720 S. Maple	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
18	Mercer Bldg. #612 1221 Fulton Mall	3	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
19	Brix Bldg. #611 1221 Fulton Mall	6	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
20	Headquarters Bldg. #604 2200 Fresno St.	2	Level 1 Services	External only	N/A
JOB TOTAL \$ _____					
21	Bldg. #317 4441 E. Kings Canyon Rd	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
22	Bldg. #319 4411 E. Kings Canyon Rd	1	Level 1 Services	Exterior	N/A
JOB TOTAL \$ _____					

Addendum No. TWO (2)
Request for Quotation Number: 18-002
August 11, 2017

22-A	Bldg. #319 4411 E. Kings Canyon Rd.	1	Level 1 Services	Both	County of Fresno occupied section only.
JOB TOTAL \$ _____					
23	Bldg. #320 515 S. Cedar Ave	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
24	Mod. A Bldg. #332 4409 E. Inyo Ave	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
25	Mod. B Bldg. #333 4417 E. Inyo Ave	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
26	Mod. E Bldg. #335 4447 E. Kings Canyon Rd.	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
27	Mod. F Bldg. #336 4463 E. Kings Canyon Rd.	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
28	Sierra Bldg. 1925 E. Dakota Ave	2	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
29	333 W. Pontiac Way	1	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
30	Hall of Records 2281 Tulare St.	4	Level 1 Services	Both	Note: Some windows leak-do not use pressure washer to clean windows.
JOB TOTAL \$ _____					
31	Bldg. #701 3333 E. American Ave.	1 st Floor. Only	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
31-A	Bldg. #701 3333 E. American Ave,	2 nd Floor Only	Level 1 Services	Exterior	N/A
JOB TOTAL \$ _____					

TOTAL GROUP IV \$ _____

GROUP V-Annual Service-Plaza

	ADDRESS	FLOORS	SERVICES NEEDED	INTERIOR/ EXTERIOR	SPECIAL NOTES
32	Plaza Bldg. 2220 Tulare St.	21	Level I Services Extra Services: Caulking Guarantee & Bird Netting	Both	County will provide 220-volt receptacles, 208-volt Outlets on roof top parapet and eyebolts on parapet for safety lines.
JOB TOTAL \$ _____					
33	Child Support, #210P 2220 Tulare St.	2	Level 1 Services	Both	Wash upper & lower levels.
JOB TOTAL \$ _____					
34	Child Support, #310P 2220 Tulare St.	2	Level 1 Services	Both	Wash upper & lower levels.
JOB TOTAL \$ _____					
35	Public Works, Suite A 2220 Tulare St.	2	Level 1 Services	Both	Awnings on annex building are excluded from bid.
JOB TOTAL \$ _____					
36	Public Works, Suite B 2220 Tulare St.	2	Level 1 Services	Both	Awnings on annex building are excluded from bid.
JOB TOTAL \$ _____					
37	Elections 2221 Kern St.	1 st floor only	Level 1 Services	Both	Note: Accessible interior windows.
JOB TOTAL \$ _____					
38	Probation 2233 Kern St.	1 st floor only	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					

TOTAL GROUP V \$ _____

PART IV: TOTAL PACKAGE COST

Please provide the total cost for each group and a summation of the total cost of all groups below:

GROUP I	\$
GROUP II	\$
GROUP III	\$
GROUP IV	\$
GROUP V	\$
TOTAL=	\$

QUESTIONS & ANSWERS

Q1. Do you want the following locations serviced as listed in the RFQ?

- Ag. Bldg. #415, 4535 E. Hamilton.
- Bldg. #320, 515 S. Cedar Ave.
- Bldg. #317, 4441 E. Kings Canyon Rd.
- Mod. A Bldg. #332, 4409 E. Inyo Ave.
- Mod. B Bldg. #333, 4417 E. Inyo Ave.
- Modular C. Bldg. #334, 4445 E. Inyo.
- Modular D Bldg. #343, 4452 E. King Canyon.
- Mod. E Bldg. #335, 4447 E. Kings Canyon Rd.
- Mod. F Bldg. F #336, 4463 E. Kings Canyon Rd.
- Modular Bldg. #326, 445 E. Cedar.
- Sierra Bldg., 1925 E. Dakota Ave.

A1. *Yes, please follow the directions on page 22 of the RFQ to provide a quote for all the locations listed above.*

Q2. Can you provide a site visit for the Coroner Bldg. at address 3150 E. Jefferson?

A2. *Yes, a site visit can be provided.*

Q3. Do you want the Laundry Room Bldg. #308 at address 445 S. Cedar serviced as listed in the RFQ?

A3. *No, this location is deleted from the RFQ. Do not provide a quote.*

Q4. Do you want the Materials Testing/Lab & Warehouse Bldg. #413 and #414 at address 4553 E. Hamilton serviced as listed in the RFQ?

A4. *No, these locations are deleted from the RFQ. Do not provide a quote.*

Q5. Do you want Bldg. #319 at address 4411 E. Kings Canyon Rd. serviced as listed in the RFQ? If your answer is "yes," can Fresno County provide a site visit before bidders submit a bid?

A5. *Building #319 is comprised of three (3) different building sections wherein three (3) different organizations reside. These organizations include Exodus Recovery, Central Star Psychiatric Health Facility, and a Fresno County building. Interested bidders seeking to complete this RFQ must provide a quote for external Level 1 Services of the entire building. In this quote, bidder must also include cost for internal Level 1 Services for only the Fresno County building. Internal services are not being requested for Exodus Recovery and Central Star Psychiatric Health Facility. Interior access to the Fresno County building will be granted to the awarded vendor.*

And yes, Fresno County can provide a site visit for interested bidders.

Q6. Fresno County has listed this contract as a prevailing wage project in the RFQ. Is this correct?

A6. *No, it is not a prevailing wage job.*

Q7. Will the Sonneborn NP-1 caulking be provided by Facility Services as listed in the RFQ?

A7. *No, the awarded bidder will be responsible for providing the caulking throughout the life of the contract. Awarded vendor to request reimbursement as needed.*

Q8. It is listed in the RFQ that Fresno County will be providing Sonneborn NP - 1 caulking for the life of the contract. Is this correct because this item is currently difficult to obtain?

A8. *The successful bidder must use Sonneborn NP-1 caulking as it is the preferred sealant of Facility Services as listed in the RFQ. However, if this type of sealant is unavailable, then the awarded bidder must provide the closest alternative in quality and price to the Sonneborn NP-1. All alternative caulking must be preapproved by Facility Services before beginning services.*

Q9. Do you want the Jail at address 1225 M. St. serviced as listed in the RFQ. Specifically, do you want the water stains removed on the 2nd floor?

A9. *On page 22 in the RFQ, the listed services include exterior Level 1 Services and the removal of calcium buildup on the 2nd floor windows. Please quote this building location accordingly.*

Q10. Do you want the awnings over the doorways at the Crocker Bldg. #864, 2135 Fresno St. serviced as listed in the RFQ?

A10. *In the RFQ, building location listed as # 14 in "Group III-Semi-Annual Service," floors 2-4, states that awnings over doorways must be cleaned. This is an erroneous statement as floors 2-4 do not have awnings and therefore do not require awning cleaning. However, the first floor of this same building, #2 in "Group I-Monthly Service," has one (1) awning in the back entryway of the building near the parking lot. When submitting a quote on building location #2, bidder to include in quote cost for monthly awning cleaning on first floor as described above.*

Q11. Can Fresno County provide a different quoting formula for requesting pressure washing services as listed on page 22 in the RFQ, in section "PART II: EXTRA SERVICES" as I do not feel comfortable providing a quote based on how this question is structured?

A11. *Yes, "PART II: EXTRA SERVICES," on page 22, is deleted and modified as listed below. Bidders to follow directions on page 22 of the RFQ to answer the following:*

<i>For pressure washing services, what is your cost per square foot when the premises are generally clean?</i>	\$ _____ per square ft.
<i>For pressure washing services, what is your cost per square foot when the premises are generally dirty?</i>	\$ _____ per square ft.

Q12. For Bldg. # 701 at 3333 E. American Ave., do you want bidders to provide internal and external services for both first and second floors as stated in the RFQ? I ask because it has been my understanding that vendors will not be allowed inside on the 2nd floor, the Judge's Chambers.

No. Quote for building #34 on page 26 of the RFQ is deleted and replaced with the following: Bidder must submit quote for internal and external Level 1 Services to the 1st floor of this building. Interior access to the 1st floor will not be a problem. Additionally, bidder must provide a separate quote for building floor now listed as #31-A. Building #31-A requires only external Level 1 Services to the 2nd floor.

GROUP IV-Annual Service

	ADDRESS	FLOORS	SERVICES NEEDED	INTERIOR/EXTERIOR	SPECIAL NOTES
31	Bldg #701 3333 E. American Ave.	1 st floor only	Level 1 Services	Both	N/A
JOB TOTAL \$ _____					
31-A	Bldg #701 3333 E. American Ave.	2 nd floor only	Level 1 Services	Exterior	N/A
JOB TOTAL \$ _____					

ATTACHMENT B
RESPONSE
REQUEST FOR QUOTATION
18-002

COUNTY OF FRESNO



REQUEST FOR QUOTATION NUMBER: 18-002 WINDOW WASHING SERVICES

Issue Date: July 20, 2017

Closing Date: AUGUST 22, 2017 AT 2:00 P.M.

All Questions and Quotations must be electronically submitted on the Bid Page on Public Purchase.

For assistance, contact Debbie Scharnick at Phone (559) 600-7110.

BIDDER TO COMPLETE

Undersigned agrees to furnish the commodity or service stipulated in the attached response at the prices and terms stated in this RFQ.
Bid must be signed and dated by an authorized officer or employee.

Except as noted on individual items, the following will apply to all items in the Quotation Schedule:

- A cash discount of _____ % _____ days will apply. County does not accept terms less than 15 days.

Crown Window Cleaning + Building Services Inc
COMPANY
2017 N Gateway Blvd #103
ADDRESS
Fresno
CITY
CA STATE
93727 ZIP CODE
(559) 252-9793 TELEPHONE NUMBER
(559) 252-9795 FACSIMILE NUMBER
mailto:crownwindowcleaning.com E-MAIL ADDRESS
Kenneth C Blair
SIGNATURE
Kenneth C Blair
PRINT NAME
Officer
TITLE

Purchasing Use: DS:mh

ORG/Requisition: 8935 / 1321801041

COUNTY OF FRESNO
ADDENDUM NUMBER: ONE (1)
RFQ NUMBER: 18-002
WINDOW WASHING SERVICES

Issue Date: August 11, 2017

CLOSING DATE: AUGUST 22, 2017 AT 2:00 P.M.

Submit all Questions and Quotations on the Bid Page at Public Purchase.

For assistance, contact **Debbie Scharnick** at (559) 600-7110.

NOTE THE FOLLOWING AND ATTACHED ADDITIONS, DELETIONS AND/OR CHANGES TO THE REQUIREMENTS OF REQUEST FOR QUOTATION NUMBER: 18-002 AND INCLUDE THEM IN YOUR RESPONSE. PLEASE SIGN AND RETURN THIS ADDENDUM WITH YOUR QUOTATION.

- Please replace pages 22 through 27 of the Quotation Schedule with the following pages.
- Please see attached Question and Answers.

ACKNOWLEDGMENT OF ADDENDUM NUMBER One (1) TO RFQ 18-002

COMPANY NAME:

Crown window cleaning + Building services Inc

SIGNATURE:

Kenneth C Blair (PRINT)

NAME & TITLE:

Kenneth C BLAIR OFFICER (PRINT)

Purchasing Use: DS:mh

ORG/Requisition: 8935 / 1321801041

COUNTY OF FRESNO
ADDENDUM NUMBER: TWO (2)
RFQ NUMBER: 18-002
WINDOW WASHING SERVICES

Issue Date: August 11, 2017

CLOSING DATE: AUGUST 22, 2017 AT 2:00 P.M.

Submit all Questions and Quotations on the Bid Page at Public Purchase.

For assistance, contact **Debbie Scharnick** at (559) 600-7110.

NOTE THE FOOLOWING AND ATTACHED ADDITIONS, DELETIONS AND/OR CHANGES TO THE REQUIREMENTS OF REQUEST FOR QUOTATION NUMBER: 18-002 AND INCLUDE THEM IN YOUR RESPONSE. PLEASE SIGN AND RETURN THIS ADDENDUM WITH YOUR QUOTATION.

- Please replace pages 22 through 27 of the Quotation Schedule with the following pages.
- Please see attached Questions and Answers.
- Quotation Schedule revised for clarification
- Please submit the attached Revised Quotation Schedule with bid.

ACKNOWLEDGMENT OF ADDENDUM NUMBER TWO (2) TO RFQ 18-002

COMPANY NAME:

Crown window cleaning + Building services INC

SIGNATURE:

Kenneth C Blair (PRINT)

NAME & TITLE:

Kenneth C Blair OFFICER
(PRINT)

Purchasing Use: DS:mh

ORG/Requisition: 8935 / 1321801041

REVISED QUOTATION SCHEDULE

All rates quotes for any service below must include all labor, travel, taxes, permits, etc.

PART I: ADDING NEW BUILDINGS

Bidder must provide a rate for Level 1 window washing services.

* Prices quoted shall be fixed for the entire term of the contract, which is three (3) years. There is an option for-an additional two (2) one (1) year periods.

For buildings up to 15 feet high, what is your cost per square foot of window?	\$ <u>NA</u> per sq. ft. of window
For buildings 16-30 feet high, what is your cost per square foot of window?	\$ <u>NA</u> per sq. ft. of window
For buildings 31-45 feet high, what is your cost per square foot of window?	\$ <u>NA</u> per sq. ft. of window
For buildings 46-60 feet high, what is your cost per square foot of window?	\$ <u>NA</u> per sq. ft. of window

PART II: EXTRA SERVICES

In the section below, bidder must provide a rate for the following services.

For pressure washing services, what is your cost per square foot when the premises are generally clean?	\$ <u>.08</u> per sq. ft.
For pressure washing services, what is your cost per square foot when the premises are generally dirty?	\$ <u>.15</u> per sq. ft.
For blind cleaning services, what is your cost per square foot?	\$ <u>X</u> per sq. ft. of blinds.

PART III: BUILDING LOCATIONS BID LIST

All bidders are required to submit a quote on all building locations below. Submittals not providing quotes for all items will not be considered. Please list a total job price for each site location and a summation of the total cost for each group. The quotation shall include all labor, travel, taxes, permits, etc. to perform the specified services as stated within this RFQ.

GROUP I-Monthly Service

	ADDRESS	FLOORS	SERVICES NEEDED	INTERIOR/ EXTERIOR	SPECIAL NOTES
1	Jail, 1225 M. St.	2	Level 1 Services	Exterior only	Vendor to use appropriate material to remove calcium buildup on windows.
JOB TOTAL \$ <u>2700.00</u>					
2	Crocker Bldg., #864 2135 Fresno St.	1st floor only	Level 1 Services	Both	Clean awning in back, over the entryway.
JOB TOTAL \$ <u>5376.00</u>					

TOTAL GROUP I \$ 8076.00

GROUP II-Quarterly Service

	ADDRESS	FLOORS	SERVICES NEEDED	INTERIOR/ EXTERIOR	SPECIAL NOTES
3	Coroner's Bldg. 3150 E. Jefferson	1 EXT INT weB	Level 1 Services \$600.00 \$500.00 \$500.00	Exterior	Vendor's staff may be exposed to deceased persons. Beware of strong odors. Setting similar to hospital environment.
JOB TOTAL \$ <u>600.00</u>					

Plus INTERIOR OF LOBBY + weB ENTRANCE AREA
+ \$1000.00 IF Requested

TOTAL GROUP II \$ 600.00

\$1600.00

GROUP III-Semi-Annual Service

	ADDRESS	FLOORS	SERVICES NEEDED	INTERIOR/ EXTERIOR	SPECIAL NOTES
4	Barton Bldg. #315 4499 E. Kings Canyon	3	Level 1 Services	Both	Window screens have metal screws.
JOB TOTAL \$ <u>4464.00</u>					

Addendum No. TWO (2)
Request for Quotation Number: 18-002
August 11, 2017

5	Commissary Bldg. #313 4449 E. Kings Canyon	2	Level 1 Services	Both	N/A
JOB TOTAL \$ <u>626.00</u>					
6	Fairgrounds Annex Bldg. #341 4468 E. King Canyon	1	Level 1 Services	Both	N/A
JOB TOTAL \$ <u>270.00</u>					
7	Fairgrounds Annex Bldg. #340 4468 E. Kings Canyon	1	Level 1 Services	Both	N/A
JOB TOTAL \$ <u>904.00</u>					
8	Huntington Hall Bldg. #318 435 S. Boyd	2	Level 1 Services	Both	N/A
JOB TOTAL \$ <u>7040.00</u>					
9	Main Bldg. #311 4455 E. Kings Canyon	2	Level 1 Services	Both	Vendors to use extreme caution as roof is tile. Window screens have metal screws.
JOB TOTAL \$ <u>5860.00</u>					
10	Modular Bldg. #326 445 E. Cedar	1	Level 1 Services	Both	N/A
JOB TOTAL \$ <u>266.00</u>					
11	Modular D Bldg. #343 4452 E. Kings Canyon	1	Level 1 Services	Both	N/A
JOB TOTAL \$ <u>234.00</u>					
12	Modular C Bldg. #334 4445 E. Inyo	1	Level 1 Services	Both	N/A
JOB TOTAL \$ <u>214.00</u>					

13	Crocker Bldg. #864 2135 Fresno St.	Floors 2-4 only	Level 1 Services	Both	N/A
JOB TOTAL \$ <u>7370.00</u>					

TOTAL GROUP III \$ 27,248.00

GROUP IV-Annual Service

	ADDRESS	FLOORS	SERVICES NEEDED	INTERIOR/ EXTERIOR	SPECIAL NOTES
14	Ag. Bldg. #404 1730 S. Maple	1	Level 1 Services	Both	N/A
JOB TOTAL \$ <u>362.00</u>					
15	Ag. Bldg. #415 4535 E. Hamilton	1	Level 1 Services	Both	N/A
JOB TOTAL \$ <u>318.00</u>					
16	Purchasing Warehouse Bldg. #437 4525 E. Hamilton	2	Level 1 Services	Both	N/A
JOB TOTAL \$ <u>532.00</u>					
17	Bldg. #400 1720 S. Maple	1	Level 1 Services	Both	N/A
JOB TOTAL \$ <u>318.00</u>					
18	Mercer Bldg. #612 1221 Fulton Mall	3	Level 1 Services	Both	N/A
JOB TOTAL \$ <u>1425.00</u>					
19	Brix Bldg. #611 1221 Fulton Mall	6	Level 1 Services	Both	N/A
JOB TOTAL \$ <u>2875.00</u>					
20	Headquarters Bldg. #604 2200 Fresno St.	2	Level 1 Services	External only	N/A
JOB TOTAL \$ <u>3335.00</u>					
21	Bldg. #317 4441 E. Kings Canyon Rd	1	Level 1 Services	Both	N/A
JOB TOTAL \$ <u>585.00</u>					
22	Bldg. #319 4411 E. Kings Canyon Rd	1	Level 1 Services	Exterior	N/A
JOB TOTAL \$ <u>600.00</u>					

22-A	Bldg. #319 4411 E. Kings Canyon Rd.	1	Level 1 Services	Both	County of Fresno occupied section only.
JOB TOTAL \$ <u>1200.00</u>					
23	Bldg. #320 515 S. Cedar Ave	1	Level 1 Services	Both	N/A
JOB TOTAL \$ <u>707.00</u>					
24	Mod. A Bldg. #332 4409 E. Inyo Ave	1	Level 1 Services	Both	N/A
JOB TOTAL \$ <u>107.00</u>					
25	Mod. B Bldg. #333 4417 E. Inyo Ave	1	Level 1 Services	Both	N/A
JOB TOTAL \$ <u>107.00</u>					
26	Mod. E Bldg. #335 4447 E. Kings Canyon Rd.	1	Level 1 Services	Both	N/A
JOB TOTAL \$ <u>133.00</u>					
27	Mod. F Bldg. #336 4463 E. Kings Canyon Rd.	1	Level 1 Services	Both	N/A
JOB TOTAL \$ <u>54.00</u>					
28	Sierra Bldg. 1925 E. Dakota Ave	2	Level 1 Services	Both	N/A
JOB TOTAL \$ <u>3454.00</u>					
29	333 W. Pontiac Way	1	Level 1 Services	Both	N/A
JOB TOTAL \$ <u>1159.00</u>					
30	Hall of Records 2281 Tulare St.	4	Level 1 Services	Both	Note: Some windows leak-do not use pressure washer to clean windows.
JOB TOTAL \$ <u>3526.00</u>					
31	Bldg. #701 3333 E. American Ave.	1 st Floor. Only	Level 1 Services	Both	N/A
JOB TOTAL \$ <u>1966.00</u>					
31-A	Bldg. #701 3333 E. American Ave.	2 nd Floor Only	Level 1 Services	Exterior	N/A
JOB TOTAL \$ <u>2125.00</u>					

TOTAL GROUP IV \$ 24888.00

GROUP V-Annual Service-Plaza

	ADDRESS	FLOORS	SERVICES NEEDED	INTERIOR/ EXTERIOR	SPECIAL NOTES
32	Plaza Bldg. 2220 Tulare St.	21	Level I Services Extra Services: Caulking Guarantee & Bird Netting	Both	County will provide 220-volt receptacles, 208-volt Outlets on roof top parapet and eyebolts on parapet for safety lines.
JOB TOTAL \$ <u>13,867.00</u>					
33	Child Support, #210P 2220 Tulare St.	2	Level 1 Services	Both	Wash upper & lower levels.
JOB TOTAL \$ <u>141.00</u>					
34	Child Support, #310P 2220 Tulare St.	2	Level 1 Services	Both	Wash upper & lower levels.
JOB TOTAL \$ <u>820.00</u>					
35	Public Works, Suite A 2220 Tulare St.	2	Level 1 Services	Both	Awnings on annex building are excluded from bid.
JOB TOTAL \$ <u>339.00</u>					
36	Public Works, Suite B 2220 Tulare St.	2	Level 1 Services	Both	Awnings on annex building are excluded from bid.
JOB TOTAL \$ <u>452.00</u>					
37	Elections 2221 Kern St.	1 st floor only	Level 1 Services	Both	Note: Accessible interior windows.
JOB TOTAL \$ <u>430.00</u>					
38	Probation 2233 Kern St.	1 st floor only	Level 1 Services	Both	N/A
JOB TOTAL \$ <u>62.00</u>					

TOTAL GROUP V \$ 16,111.00

PART IV: TOTAL PACKAGE COST

Please provide the total cost for each group and a summation of the total cost of all groups below:

GROUP I	\$ <u>8076.00</u>
GROUP II	\$ <u>600.00</u>
GROUP III	\$ <u>27248.00</u>
GROUP IV	\$ <u>24888.00</u>
GROUP V	\$ <u>16111.00</u>
TOTAL=	\$ <u>76,923.00</u>

QUESTIONS & ANSWERS

- Q1. Do you want the following locations serviced as listed in the RFQ?**
- Ag. Bldg. #415, 4535 E. Hamilton.
 - Bldg. #320, 515 S. Cedar Ave.
 - Bldg. #317, 4441 E. Kings Canyon Rd.
 - Mod. A Bldg. #332, 4409 E. Inyo Ave.
 - Mod. B Bldg. #333, 4417 E. Inyo Ave.
 - Modular C. Bldg. #334, 4445 E. Inyo.
 - Modular D Bldg. #343, 4452 E. King Canyon.
 - Mod. E Bldg. #335, 4447 E. Kings Canyon Rd.
 - Mod. F Bldg. F #336, 4463 E. Kings Canyon Rd.
 - Modular Bldg. #326, 445 E. Cedar.
 - Sierra Bldg., 1925 E. Dakota Ave.
- A1.** *Yes, please follow the directions on page 22 of the RFQ to provide a quote for all the locations listed above.*
- Q2. Can you provide a site visit for the Coroner Bldg. at address 3150 E. Jefferson?**
- A2.** *Yes, a site visit can be provided.*
- Q3. Do you want the Laundry Room Bldg. #308 at address 445 S. Cedar serviced as listed in the RFQ?**
- A3.** *No, this location is deleted from the RFQ. Do not provide a quote.*
- Q4. Do you want the Materials Testing/Lab & Warehouse Bldg. #413 and #414 at address 4553 E. Hamilton serviced as listed in the RFQ?**
- A4.** *No, these locations are deleted from the RFQ. Do not provide a quote.*
- Q5. Do you want Bldg. #319 at address 4411 E. Kings Canyon Rd. serviced as listed in the RFQ? If your answer is "yes," can Fresno County provide a site visit before bidders submit a bid?**
- A5.** *Building #319 is comprised of three (3) different building sections wherein three (3) different organizations reside. These organizations include Exodus Recovery, Central Star Psychiatric Health Facility, and a Fresno County building. Interested bidders seeking to complete this RFQ must provide a quote for external Level 1 Services of the entire building. In this quote, bidder must also include cost for internal Level 1 Services for only the Fresno County building. Internal services are not being requested for Exodus Recovery and Central Star Psychiatric Health Facility. Interior access to the Fresno County building will be granted to the awarded vendor.
And yes, Fresno County can provide a site visit for interested bidders.*
- Q6. Fresno County has listed this contract as a prevailing wage project in the RFQ. Is this correct?**
- A6.** *No, it is not a prevailing wage job.*
- Q7. Will the Sonneborn NP-1 caulking be provided by Facility Services as listed in the RFQ?**
- A7.** *No, the awarded bidder will be responsible for providing the caulking throughout the life of the contract. Awarded vendor to request reimbursement as needed.*

Q8. It is listed in the RFQ that Fresno County will be providing Sonneborn NP - 1 caulking for the life of the contract. Is this correct because this item is currently difficult to obtain?

A8. *The successful bidder must use Sonneborn NP-1 caulking as it is the preferred sealant of Facility Services as listed in the RFQ. However, if this type of sealant is unavailable, then the awarded bidder must provide the closest alternative in quality and price to the Sonneborn NP-1. All alternative caulking must be preapproved by Facility Services before beginning services.*

Q9. Do you want the Jail at address 1225 M. St. serviced as listed in the RFQ. Specifically, do you want the water stains removed on the 2nd floor?

A9. *On page 22 in the RFQ, the listed services include exterior Level 1 Services and the removal of calcium buildup on the 2nd floor windows. Please quote this building location accordingly.*

Q10. Do you want the awnings over the doorways at the Crocker Bldg. #864, 2135 Fresno St. serviced as listed in the RFQ?

A10. *In the RFQ, building location listed as # 14 in "Group III-Semi-Annual Service," floors 2-4, states that awnings over doorways must be cleaned. This is an erroneous statement as floors 2-4 do not have awnings and therefore do not require awning cleaning. However, the first floor of this same building, #2 in "Group I-Monthly Service," has one (1) awning in the back entryway of the building near the parking lot. When submitting a quote on building location #2, bidder to include in quote cost for monthly awning cleaning on first floor as described above.*

Q11. Can Fresno County provide a different quoting formula for requesting pressure washing services as listed on page 22 in the RFQ, in section "PART II: EXTRA SERVICES" as I do not feel comfortable providing a quote based on how this question is structured?

A11. *Yes, "PART II: EXTRA SERVICES," on page 22, is deleted and modified as listed below. Bidders to follow directions on page 22 of the RFQ to answer the following:*

<p><i>For pressure washing services, what is your cost per square foot when the premises are generally clean?</i></p>	<p>\$ <u>.08</u> per square ft.</p>
<p><i>For pressure washing services, what is your cost per square foot when the premises are generally dirty?</i></p>	<p>\$ <u>.15</u> per square ft.</p>

Q12. For Bldg. # 701 at 3333 E. American Ave., do you want bidders to provide internal and external services for both first and second floors as stated in the RFQ? I ask because it has been my understanding that vendors will not be allowed inside on the 2nd floor, the Judge's Chambers.

No. Quote for building #34 on page 26 of the RFQ is deleted and replaced with the following: Bidder must submit quote for internal and external Level 1 Services to the 1st floor of this building. Interior access to the 1st floor will not be a problem. Additionally, bidder must provide a separate quote for building floor now listed as #31-A. Building #31-A requires only external Level 1 Services to the 2nd floor.

GROUP IV-Annual Service

	ADDRESS	FLOORS	SERVICES NEEDED	INTERIOR/EXTERIOR	SPECIAL NOTES
31	Bldg #701 3333 E. American Ave.	1 st floor only	Level 1 Services	Both	N/A
JOB TOTAL \$ <u>1966.00</u>					
31-A	Bldg #701 3333 E. American Ave.	2 nd floor only	Level 1 Services	Exterior	N/A
JOB TOTAL \$ <u>2125.00</u>					

BIDDER TO COMPLETE:

GUARANTEED PICK UP AND/OR DELIVERY: Bidder will be considered in award of bid only if they can guarantee. Enter guarantee on this line (i.e. number of days from receipt of order to delivery):

NA

State Purchase Order mailing address:

SUBCONTRACTORS:

List all subcontractors that would perform work in excess of one/half of one percent of the total amount of your bid, and state general type of work such subcontractor would be performing. The primary contractor is not relieved of any responsibility by virtue of using a subcontractor:

NA

CONTRACTOR'S LICENSE:

Bidder to possess appropriate license/permit for the project in accordance with current regulations/statutes.

Public Contract Code Section 7028.15: Where the State of California requires a Contractor's license, it is a misdemeanor for any person to submit a bid unless specifically exempted.

BIDDER TO COMPLETE THE FOLLOWING:

PARTICIPATION

The County of Fresno is a member of the Central Valley Purchasing Group. This group consists of Fresno, Kern, Kings, and Tulare Counties and all governmental, tax supported agencies within these counties.

Whenever possible, these and other tax supported agencies co-op (piggyback) on contracts put in place by one of the other agencies.

Any agency choosing to avail itself of this opportunity, will make purchases in their own name, make payment directly to the contractor, be liable to the contractor and vice versa, per the terms of the original contract, all the while holding the County of Fresno harmless. If awarded this contract, please indicate whether you would extend the same terms and conditions to all tax supported agencies within this group as you are proposing to extend to Fresno County.



Yes, we will extend contract terms and conditions to all qualified agencies within the Central Valley Purchasing Group and other tax supported agencies.



No, we will not extend contract terms to any agency other than the County of Fresno.

Kenneth C. Blui

(Authorized Signature)

OFFICER

Title

DIR ACKNOWLEDGEMENT

I acknowledge in accordance with labor Code Sections 1725.5 and 1770-1777.7, that I have registered with the Department of Industrial Relations (DIR) and all Certified Payroll Records will be uploaded to the DIR Website. Any additional requirements that materialize from the SB854 legislation will be complied with. Attached is verification of the DIR registration.

NA

(Authorized Signature)

Title

DIR Number

VENDOR MUST COMPLETE AND RETURN WITH REQUEST FOR QUOTATION.

Firm: Crown window cleaning + Building services INC

REFERENCE LIST

Provide a list of at least five (5) customers for whom you have recently provided similar products/services. Be sure to include all requested information.

Reference Name: County OF Kern Contact: MATT
 Address: 1115 TRUKTUN AVE
 City: BAKERSFIELD State: CA Zip: 93301
 Phone No.: (661) 868-3031 Date: Current
 Service Provided: window cleaning County Bldg

Reference Name: ROBT L JENSEN Contact: ROB JENSEN
 Address: 2160 N FINE AVE
 City: Fresno State: CA Zip: 93727
 Phone No.: (559) 456-6300 Date: Current
 Service Provided: monthly window cleaning + Pressure cleaning

Reference Name: CITY OF FRESNO Contact: Richard Rogers
 Address: Fresno Yosemite Airport
 City: Fresno State: CA Zip: 93727
 Phone No.: (559) 498-1080 Date: 2016
 Service Provided: Cleaning OF GLASS & SKYLIGHTS High
 DUSTING OF METAL BEAMS - Pressure wash Canopies

Reference Name: Fresno STATE Contact: JASON
 Address: _____
 City: Fresno State: CA Zip: _____
 Phone No.: (559) 278-4167 Date: 2017
 Service Provided: cleaned All PressBoxes + SKYBoxes
 AT Bulldog Stadium

Reference Name: CITY OF CLOVIS Contact: LARRY Louie
 Address: CLOVIS CITY HALL
 City: CLOVIS State: CA Zip: _____
 Phone No.: (559) 324-2705 Date: 2017
 Service Provided: Window cleaning CITY HALL - Annex
 + FIRE STATIONS

Failure to provide a list of at least five (5) customers may be cause for rejection of this RFQ.

TENTATIVE SCHEDULE

Note: Facility Services must approve all schedules prior to the commencement of any work. Please provide a beginning and ending date for each service.

Bidder shall provide a tentative schedule for a one (1) year, twelve (12) month period for monthly services from September 2017-September 2018

GROUP I-MONTHLY

	BUILDING	TENTATIVE SCHEDULE
1	Jail, 1225 M. St.	3 rd week of the month
2	Crocker Bldg., #864, 2135 Fresno St.	"

GROUP II-QUARTERLY

Vendor to provide a tentative schedule for a one (1) year, twelve (12) month period for-quarterly services [four (4) times per year] from September 2017-September 2018.

	BUILDING	TENTATIVE SCHEDULE
3	Coroner's Bldg., 3150 E. Jefferson	March - June - Sept. - Dec

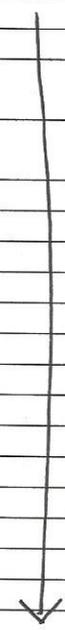
GROUP III-SEMI ANNUAL

Vendor to provide a tentative schedule for a one (1) year, twelve (12) month period for semi-annual (twice per year) services from September 2017-September 2018.

	BUILDING	TENTATIVE SCHEDULE
4	Barton Bldg. #315, 4499 E. Kings Canyon	Mar - Sep
5	Commissary Bldg. #313, 4449 E. Kings Canyon	↓
6	Fairgrounds Annex Bldg. #341, 4468 E. King Canyon	
7	Fairgrounds Annex Bldg. #340, 4468 E. Kings Canyon	
8	Huntington Hall Bldg. #318, 435 S. Boyd	
9	Laundry Room Bldg. #308, 445 S. Cedar	
10	Main Bldg. #311, 4455 E. Kings Canyon	
11	Modular Bldg. #326, 445 E. Cedar	
12	Modular D Bldg. #343, 4452 E. Kings Canyon	
13	Modular C Bldg. #334, 4445 E. Inyo	
14	Crocker Bldg. #864, 2135 Fresno St.	

GROUP IV-ANNUAL

Vendor to provide a tentative schedule for a one (1) year, twelve (12) month period for annual services (once per year) from September 2017-September 2018.

	BUILDING	TENTATIVE SCHEDULE
15	Ag. Bldg. #404, 1730 S. Maple	June/July 
16	Ag. Bldg. #415, 4535 E. Hamilton	
17	Purchasing Warehouse Bldg. #437, 4525 E. Hamilton	
18	Materials Testing/Lab & Warehouse, Bldg. #413, 4553 E. Hamilton	
19	Materials Testing/Lab & Warehouse, Bldg. #414, 4553 E. Hamilton	
20	Bldg. #400, 1720 S. Maple	
21	Mercer Bldg. #612, 1221 Fulton Mall	
22	Brix Bldg. #611, 1221 Fulton Mall	
23	Headquarters Bldg. #604, 2200 Fresno St.	
24	Bldg. #317, 4441 E. Kings Canyon Rd	
25	Bldg. #319, 4411 E. Kings Canyon Rd	
26	Bldg. #320, 515 S. Cedar Ave	
27	Mod. A Bldg. #332, 4409 E. Inyo Ave	
28	Mod. B Bldg. #333, 4417 E. Inyo Ave	
29	Mod. E Bldg. #335, 4447 E. Kings Canyon Rd.	
30	Mod. F Bldg. #336, 4463 E. Kings Canyon Rd.	
31	Sierra Bldg., 1925 E. Dakota Ave	
32	333 W. Pontiac Way	
33	Hall of Records, 2281 Tulare St.	
34	Bldg. #701 3333 E. American Ave	

GROUP V-ANNUAL-PLAZA

	BUILDING	TENTATIVE SCHEDULE
35	Plaza Bldg., 2220 Tulare St.	June/July 
36	Child Support, #210P, 2220 Tulare St.	
37	Child Support, #310P, 2220 Tulare St.	
38	Public Works, Suite A, 2220 Tulare St.	
39	Public Works, Suite B, 2220 Tulare St.	
40	Elections, 2221 Kern St.	
41	Probation, 2233 Kern St.	

No minimum or maximum is guaranteed

CHECK LIST

This Checklist is provided to assist the vendors in the preparation of their bid response. Included in this list, are important requirements and is the responsibility of the bidder to submit with the bid package in order to make the bid compliant. Because this checklist is just a guideline, the bidder must read and comply with the bid in its entirety.

Check off each of the following:

1. The Request for Quotation (RFQ) has been signed and completed.
2. Addenda, if any, have been signed and included in the bid package.
3. The completed *Reference List* as provided with this RFQ.
4. The *Quotation Schedule* as provided with this RFQ has been completed, price reviewed for accuracy and any corrections initialed.
5. Indicate all of bidder exceptions to the County's requirements, conditions and specifications as stated within this RFQ.
6. The *Participation* page as provided within this RFQ has been signed and included
7. The *Local Vendor Bid Preference and Disabled Veteran Business Enterprise Bid Preference* section (if applicable) has been signed and included.
8. *Bidder to Complete* page as provided with this RFQ.
9. Verification of Department of Industrial Relations Contractor Registration.
10. Verification of Contractor's License and the Department of Consumer Affairs – Contractors' State License Board.
11. Return checklist with RFQ response.
12. **Completed RFQ in pdf format, electronically submitted to the Bid Page on Public Purchase.**

1 **Attachment C**

2 **SELF-DEALING TRANSACTION DISCLOSURE FORM**

3
4 In order to conduct business with the County of Fresno (hereinafter referred to as "County"),
5 members of a contractor's board of directors must disclose any self-dealing transactions that
6 they are a party to while providing goods, performing services, or both for the County. A self-
7 dealing transaction is defined below:

8 *"A self-dealing transaction means a transaction to which the corporation is a party and in
9 which one or more of its board members has a material financial interest"*

10 The definition above will be utilized for purposes of completing this disclosure form.

11 **INSTRUCTIONS**

12 (1) Enter board member's name, job title (if applicable), and date this disclosure is being
13 made.

14 (2) Enter the board member's company/agency name and address.

15 (3) Describe in detail the nature of the self-dealing transaction that is being disclosed to
16 the County. At a minimum, include a description of the following:

17 a. The name of the agency/company with which the corporation has the
18 transaction; and

19 b. The nature of the material financial interest in the Corporation's transaction that
20 the board member has.

21 (4) Describe in detail why the self-dealing transaction is appropriate based on applicable
22 provisions of the Corporations Code.

23 (5) Form must be signed by the board member that is involved in the self-dealing
24 transaction described in Sections (3) and (4).
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(1) Company Board Member Information:

Name:	N/A	Date:	
Job Title:			

(2) Company/Agency Name and Address:

(3) Disclosure (Please describe the nature of the self-dealing transaction you are a party to):

(4) Explain why this self-dealing transaction is consistent with the requirements of Corporations Code 5233 (a):

NA

(5) Authorized Signature

Signature:	Kenneth E Blum	Date:	9-18-17
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