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February 6, 2024

To: All Potential Bidders

From: Kelly Vu, Business Services Supervisor

Re: Addendum #1, IFB #: WC-03-24

The purpose of this addendum is to revise the components of the Invitation For Bid (IFB) for the Event Cleaning Services. All terms and conditions of the original IFB remain unchanged.

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Document to be revised as follows:

1. IFB, page 14, Part V, Statement of Work to Be Performed, Section A, Purpose:

**MINIMUM REQUIREMENTS**

Add: C. Contractor's Main office must be located within 50-mile radius of the OC Fair & Event Center

D. Contractor must have been in business for over 20 years performing similar scope of work on similar acreage facility.

E. Contractor must have experience cleaning:

- a. large-scale events such as swap meets, arenas, fairgrounds, campuses, amphitheaters, etc. Attendance of over 65,000 people in a single event day
- b. Over eight (8) acres of outdoor cleaning;
- c. On a daily or no less frequent than a weekly basis.

2. IFB, page 14, Part V, Statement of Work to Be Performed, Section A, Purpose

Add: A1. **TECHNICAL REQUIREMENTS**

Each contractor must be able to submit proof that all of the following information is accurate, current and available upon request by the OC Fair & Event Center management. Any significant suppliers that are to be used to fulfill this contract must be willing to submit applicable information as well.

- a) Contractor may be required to submit sufficient documentation to determine that their company can meet the contract requirements. All responses must be provided in narrative detail, except as requested differently.
- b) Contractor's Main office must be located within 50-mile radius of the OC Fair & Event Center
- c) Contractor must have been in business for over 20 years performing similar scope of work on similar acreage facility.

**1. Equipment and Supplies**

- a. Contractors' street sweepers must be up to current South Coast Air Quality Management District Rule 1186 certified and Rule 1186.1 compliant and must be owned and maintained by the Contractor.

- b. Contractor's employees must be in company branded uniform during working hours while on site. If on grounds and not on the clock they must remove their uniform.
- c. Contractor's proposed Equipment for contract should not be less than 2 years old with backup Equipment not less than 5 years old. Equipment should be in compliance to all State and Federal Regulations. All Equipment should be equipped with warning / strobe lights / beacons and Sweepers operable from both left and right sides for safe operation, directional to traffic.

## **2. Experience and Ability to Perform**

- a. Contractor must have experience cleaning:
  - 1. large-scale events such as swap meets, arenas, fairgrounds, campuses, amphitheaters, etc. Attendance of over 65,000 people in a single event day
  - 2. Over eight (8) acres of outdoor cleaning;
  - 3. On a daily or no less frequent than a weekly basis;
- b. Contractor must be able to show experience in pressure washing unique surfaces, including colored concrete and other natural or synthetic finishes.
- c. Contractor, if called upon by the OC Fair & Event Center management, will be required to provide Emergency response services with a 2-hour response time and routine response services with a 24-hour response time.
- d. Contractor must have experience servicing similar clients to the OC Fair & Event Center in Orange County, servicing them with Event Waste Collection Staff / Supervisors, Street Sweeping Services, Pressure Steam Cleaning Services, Waste Hauling, and Water Truck Services. Similar clients should be in the Event industry.
- e. Contractor will be required to provide designated Site Supervisor, single point of contact should be assigned and available by phone, text, or email 24 hours / 365 days and reside less than 1 hour of travel from OC Fair & Event Center. During Fair, 24-hour onsite availability required. Direct contact must have minimum 10 years' experience in the industry, able to operate all company equipment including heavy equipment. Contact must be able to facilitate all billing, invoicing, operations, and staffing for OC Fair & Event Center.
- f. Contractors' supervisors must speak English fluently so that they can communicate with the OC Fair & Event Center management if needed.

**Inspections** - OC Fair & Event Center shall regularly inspect work performed subject to this Agreement to ensure that the work is being, and has been, performed in accordance with the terms identified in this agreement. All work found in such inspections not conforming to the applicable requirements shall be corrected by the contractor and the OC Fair & Event Center shall have the right to withhold payment to the contractor until the work is corrected. Work not corrected within 24 hours is susceptible to correction by OC Fair and Event Center and then charged back to contractor.

**Bidders must use the revised Financial Proposal Bid Form to submit their bid.**

**Important: It is the Bidder's responsibility to confirm in writing receipt of all addenda issued to this IFB. Failure to confirm in writing receipt of all addenda in any proposal will render the proposal non-responsive and result in its rejection. See IFB, page 10, Addenda (Changes to the IFB)**

Thank you.

*-End Addendum #1-*