



July 19, 2023

**SUBJECT: Invitation for Bids (IFB) 3-2709
“Janitorial Supplies”**

AFFILIATED AGENCIES

*Orange County
Transit District*

*Local Transportation
Authority*

*Service Authority for
Freeway Emergencies*

*Consolidated Transportation
Service Agency*

*Congestion Management
Agency*

*Service Authority for
Abandoned Vehicles*

All Bidders:

This letter shall serve as Addendum No. 2 to the above IFB issued by the Orange County Transportation Authority (Authority). This Addendum No. 2 is being issued to:

- A. The bid deadline of 11:00 a.m., July 25, 2023, has been extended to 11:00 a.m., July 26, 2023.
- B. The Public Bid Opening scheduled at 11 a.m. on July 25, 2023, has been rescheduled to 11:00 a.m., June 26, 2023. Revised Exhibit G, Bid Opening Sign-in Sheet, is presented as Attachment A to this Addendum No. 2.
- C. Notify all bidders that the following questions were received by the deadline of **4:00 p.m., July 13, 2023:**

Question 1: Can we bid items that are similar items to the ones on the bid? For example, instead of Scott towels, are you open to Tork or Georgia Pacific?

Answer 1: The deadline for submitting approved equals request was July 13, 2023. In accordance to page 3, Section 3, Paragraph a. of the IFB, "All questions, clarifications, requests for approved equals, or comments must be put in writing and must be received by the Authority no later than 5:00 p.m., on July 13, 2023".

Question 2: Do you specifically require Big D for metered Aerosol? Or can another brand be on the bid?

Answer 2: Please see Answer 1.

Question 3: Would you consider an alternative to the Genlabs soap that still comes per gallon but is not pink? And from another vendor?

Answer 3: Please see Answer 1.

Question 4: What color liners do you prefer? Should they be clear or black?

Answer 4: Black

Question 5: Can an alternative bleach be provided on the bid?

Answer 5: Please see Answer 1.

Question 6: The Boardwalk block is an older product. Would you consider an alternative?

Answer 6: The brand preference is to be removed and bidders may propose a product that meets the following specification: Urinal Para Deodorizer Blocks, 4oz, 12/Box

Question 7: Do the liner specifications have to be the exact mil? Can they be slightly higher or lower?

Answer 7: Liners must be the exact mil.

Question 8: Are you awarding this bid entirely to one vendor? Or choosing the best priced vendor for each individual item?

Answer 8: Award will be made to one vendor.

Question 9: Are you able to share the current information regarding these items? What vendor has the business along with your current pricing?

Answer 9: The current vendor is C.P. Products Inc. DBA Chem-Pak Janitorial Supplies. Please submit a Public Records Request through the Authority's Clerk of the Board for a copy of the current pricing. The link: [Public Records Request Center](#).

Question 10: If an event out of control causes pricing to fluctuate, is the vendor allowed to provide new pricing?

Answer 10: Pricing shall be firm for the term of the Blanket Purchase Order.

Question 11: When we reached out to Gojo for pricing on the 3 Gojo items on the bid we were advised that item 1115-06 has been discontinued. If there is a different item, you would prefer to be quoted on the bid then please advise what that is and we will work on that.

Answer 11: The brand preference is to be removed and bidders may propose a product that meets the following specification: Waterless Creme Hand Cleaner 4.5 lb can, 6/Case.

Question 12: Line 10 - Liner, 30x36 1.0 mil 250/case - What color liner?

Answer 12: Black.

Question 13: Liner, 40x46, 1.4 mil, 250/case - What color liner?

Answer 13: Black.

Question 14: Gojo hand soap 1188-03 - I cannot find this item, by chance could it be 8811-03?

Answer 14: The product number should be 8811-03.

Question 15: Can you please provide us with the [previous bid] recap?

Answer 15: Please see Answer 9.

Question 16: Please provide us with your current pricing.

Answer 16: Please see Answer 9.

Question 17: Can we quote more than 1 item per line item?

Answer 17: No, bidder may only propose one brand/item per line item.

D. The following requests for alternatives are approved:

Item No. 1

- Optima Multifold 80650, 16 pkg/150/case
- Optima Multifold 80750
- Royal paper converting company 4k/case

Item No. 2

- MFG/Brand Apple Paper Converting Part No.3827-45
- #80545 Allied West Optima Bath Tissue 2-ply, 80 rolls/550/cs
- #80550 Allied West Optima Bath Tissue 2-ply, 96 rolls/500/cs
- Royal paper converting company 4x4 2 ply 96 rolls/cs

Item No. 3

- MFG/Brand Apple Paper Converting, Part No.3775-17
- #80779 Allied West Optima Roll Towel, 6 rolls/1000/cs
- Royal paper converting company 8"x800'

Item No. 4

- MFG/Brand Apple Paper Converting Part No.3827-48
- #80545 Allied West Optima Bath Tissue 2-ply, 80 rolls/550/cs
- #80550 Allied West Optima Bath Tissue 2-ply, 96 rolls/500/cs

Item No. 5

- MFG/Brand Chase Products Co, Part No.438-5189
- Hospeco air freshener aerosol citrus 12cs

Item No. 6

- MFG/Brand Chase Products Co, Part No.2000
- Hospeco LED dispenser EA

Item No. 8

- MFG/Brand Technichem, Part No.1035
- Hand soap Coconut 4/1G

Line No. 10

- Trash liner 33x44

Item No.14

- MFG/Brand Technichem, Part No.1327
- Hospeco cherry toss blocks 12/4oz

Item No.15

- MFG/Brand Technichem, Part No.1331-11
- Hospeco urinal screens mango 12cs

Item No. 16

- EKCO water free urinal cartridge EKCOS fits falcon

Item No. 18

- Dial basic foam soap 3/1250ML

Item No. 19

- Dial manual dispenser EA

- E. Section III, Scope of Work is to be deleted in its entirety and replaced with Revised Scope of Work, presented as Attachment B to this Addendum No. 2.

Bidders are reminded that the bid submittal due date is at or before **11 a.m., July 26, 2023**. Bidders are to acknowledge receipt of this Addendum No. 2 in Exhibit A, Bid Form. All changes addressed in this Addendum No. 2 shall be incorporated into the final Agreement.

Questions regarding this Addendum No. 2 should be directed to the undersigned at mtouch@octa.net.

Sincerely,

A handwritten signature in black ink, appearing to read 'Monique Touch', with a large, stylized loop at the end.

Monique Touch
Senior Contract Administrator
Contracts Administration and Materials Management

REVISED EXHIBIT G

BID OPENING SIGN-IN SHEET

IFB Number: IFB 3-2709

IFB Title: "VEHICLE FLUID ANALYSIS SERVICES"

Bid Opening Date and Time: July 26, 2023, 11:00 a.m.

Name of Attendee: _____

Firm Name: _____

REVISED SCOPE OF WORK
Janitorial Supplies

I. GENERAL DESCRIPTION

The Orange County Transportation Authority (Authority) requires Janitorial Supplies to be delivered to two (2) Authority locations. Orders will be placed on an as-needed basis and must be approved by the Material Management Planner or a designee.

II. REQUIRED SERVICES:

- a. Vendor must provide and deliver janitorial supplies within four (4) days after receipt of order.
- b. Delivery will be made between 7:00 am and 5:00 pm, Monday through Friday. No weekend deliveries will be accepted unless requested by the Authority.
- c. Miscellaneous items not listed on the Price Summary Sheet must be approved by the Material Management Planner or a designee prior to shipping.
- d. All supplies must be new and unused.
- e. **Supplies must be provided in accordance to the specification listed on Attachment B, Price Summary Sheet. Substitutions in brand and/or style will not be allowed without prior written consent from the Material Management Planner or designee.**
- f. **Supplies must be clearly identified with the brand/manufacturer's name, number and description.**
- g. **The Authority reserves the right to refuse supplies and to cancel any or all supplies not conforming to the applicable specifications and descriptions described in Attachment B, Price Summary Sheet. Acceptance of any part of the order or goods shall not bind the Authority to accept future shipments nor deprive it of the right to return goods already accepted.**
- h. The Authority reserves the right to return any or all items shipped in error, damaged, defective, duplicated, or incorrect at no additional cost. No restocking fee will be charged.

- i. The Authority does not guarantee the purchase of any estimated amount during the contract period.

III. WARRANTY:

Vendor will provide manufacturer's warranty in accordance with industry standard.

IV. DELIVERY LOCATIONS:

Deliveries shall be made to the following locations:

- a. 4301 West MacArthur Boulevard, Santa Ana, CA 92704
Attn: Jamie Diaz, Ph: 714-265-4440
Attn: Carlos Ortiz, Ph: 714-668-4541
- b. 11790 Cardinal Circle, Garden Grove, CA 92843
Attn: Angela Hahn, Ph: 714-668-4571
Attn: Carlos Ortiz, Ph: 714-668-4541

Deliveries shall not be deemed to be complete until all supplies have actually been received and accepted.