

July 1, 2021

**CONTRACT NO.:** SC-475-R-1 East Rutherford Cleaning Service

**DUE DATE:** Thursday, July 8, 2021 @ 3:00 PM

ADDENDUM #1

To: All Bidders

Intent: This addendum is used to inform the Proposers of modifications, additions or deletions to the work. Unless otherwise specifically noted, any added work shall conform to the applicable provisions of the proposer's documents and the costs, therefore, shall be included in the base Proposal.

General:

1. This Addendum is included with and shall be part of the Proposal documents.
2. All provisions of said documents shall remain in full force and effect as amended herein.
3. Each proposer shall acknowledge receipt of this Addendum in their Form of Proposal.
4. All updated pages must be inserted in your submission.

Responses to Questions:

Question 1

**We would like to know where does Freddie fit into the scheduling, would he be considered a part-time, full time or floater?**

*As discussed during the bid walk and on the zoom call on the 29<sup>th</sup> and presented in the bid document SC-475-R-1, on pages 67 and 68 there are two full time cleaners in the Arena day to day for the NJSEA.*

*The other 'part-time' up to four (4) cleaners (item D on page 68) are not permanent and are utilized at the discretion of the lease holder based on their operational needs. The NJSEA does not know if any of the up to four cleaners will or will not meet the hour's necessary to be considered full time. As was discussed in detail, it all depends on the duration of the leases, their operations and their COVID health protocols.*

*As was covered on the zoom call, the hours necessary to earn full time benefits under the agreement with the local 108 may or may not be met by one or all of the part time cleaners. It is simply a function of the lease holders operations and the number of days the building is leased out each year.*

*That said, the hours for the marketplace and train station will basically remain as presented on page 68 items E and F; 30 days for the train station operation and approximately 45 for the marketplace.*

## Question 2

**What is the \$14,000 allotted for in the equipment? It seems a little low considering a walk behind scrubber can cost \$14,000 by itself.**

*The bid package presents on page 63 the basic equipment expected as part of the \$14,000 equipment expense. Then on page 71 a list of typical equipment that the bidder expects to supply on a regular basis is requested.*

*Presently the NJSEA utilizes a vendor supplied floor scrubber on a part time basis thus the vendor provides a scrubber as well as other specialty equipment on an as needed basis. Also the NJSEA owns a scrubber that is used in the maintenance facilities.*

## Question 3

Are the line items for management fee the same number from Page 67 and Page 70?

*Yes, Page 70's value should match the total management fee on Page 67. Page 70 is the breakdown of that management fee.*

## Attachments

Updated Proposal Pages to be used in Pricing Submittal

1. Pages 67 – 70 are being reissued and as part Addendum #1.
  - Page 67 (Detailed Cost Sheet) FT – Year 1 – No Change
  - Page 68 (Detailed Cost Sheet) PT – **Note Change**  
**Paragraph D Arena –Corrected to 40 weeks for Annual Estimated Cost Total and a note was added to the bottom of the page.**
  - Page 69 (% Increase) – No Change
  - Page 70 (Detailed Cost Sheet First Year) – No Change
2. As requested Cleaning Cost Summary attached for reference.

---

Company

Authorized Signature

Date

New Jersey Sports & Exposition Authority

East Rutherford Complex Cleaning RFP

**Detailed Cost Sheet**

Full Time – Year 1

<u>DIRECT LABOR COST</u>	<u>Annual Hours</u>	<u>"All Inclusive" Labor Rate/Hour</u>	<u>Cost</u>
<b>A. <u>Arena</u></b>			
(1) Full Time Cleaner	x 2,080	x _____	= \$ _____
(1) Full Time Cleaner	x 2,080	x _____	= \$ _____
			A. Subtotal Arena \$ _____
<b>B. <u>Old Grandstand</u></b>			
(1) Full Time Cleaner	x 2,080	x _____	= \$ _____
<b>C. <u>Engineering Bldg. &amp; Backstretch Maintenance Shop</u></b>			
(1) Full Time Cleaner	x 2,080	x _____	= \$ _____
Sub Total Full Time Cleaning Labor (A + B + C)			\$ _____
Total Management Fee			\$ _____
Full Time Costs			\$ _____
Equipment Annual Cost			\$ 14,000
Supplies Annual Cost			\$ 28,000
TOTAL FULL TIME COST YEAR 1			\$ _____

New Jersey Sports & Exposition Authority  
East Rutherford Complex Cleaning RFP  
**DETAILED COST SHEET**

**Part Time**

Part Time Hourly Rate \$ \_\_\_\_\_

Management Fee/Hour \$ \_\_\_\_\_

Total Part Time Labor Cost/Hour \$ \_\_\_\_\_

**Present Part Time Labor Usage: Annual Estimate Part Time Labor Cost**

**D. Arena**

- 4 Part Time Cleaners at 40 Hours/40 Weeks – 9 Months a Year

4 Cleaners x 40 Hours/Week x 40 Weeks = \$ \_\_\_\_\_  
Annual Estimated Cost

**E. Train Station**

- 1 Cleaner at 8 Hours/Stadium Event when Train Operates –  
Approximately 30 Events per Year

1 Cleaner x 8 Hours/Event x 30 Events/Year = \$ \_\_\_\_\_  
Annual Estimated Cost

**F. Marketplace**

- 2 Cleaners x 16 Hours – Approximately 45 Times per Year

2 Cleaners x 8 Hours x 45 Events = \$ \_\_\_\_\_  
Annual Estimated Cost

**Total Estimated Part Time Costs (D + E + F) Year 1 = \$ \_\_\_\_\_**

**TOTAL FULL TIME & PART TIME LABOR & MANAGEMENT FEE**

Estimated **NOT TO EXCEED** Contract Value Year 1 \$ \_\_\_\_\_

Note (Pertaining to D, E. & F) - Part time cleaning hours are dictated by Arena leaseholder needs and marketplace or event schedule. Flexibility is necessary due to the nature of the business.

<u>Description</u>	<u>Year 2</u> <u>% Increase</u>	<u>Year 3</u> <u>% Increase</u>	<u>Year 4</u> <u>% Increase</u>	<u>Year 5</u> <u>% Increase</u>	<u>Year 6</u> <u>% Increase</u>
Full Time Fully Loaded Hourly Rate					
Part Time Fully Loaded Hourly Rate					
Management Fee					
Equipment Cost					
Cleaning Supplies					
\$ Estimated Annual Increase					
\$ Estimated Annual Cost					

New Jersey Sports & Exposition Authority

East Rutherford Complex Cleaning RFP

**DETAILED COST SHEET FIRST YEAR**

Management Costs Sheet encompass Management Costs, Administrative Costs and Overhead and Profit.

Management Costs \$ \_\_\_\_\_/Year

Administrative Costs \$ \_\_\_\_\_/Year

Overhead & Profit \$ \_\_\_\_\_/Year

Total Annual Management Fee \$ \_\_\_\_\_



**Cleaning Cost Summary  
May 2020 to May 2021**

Week Ending	Arena Labor	Arena Labor (NBC)	Grandstand Labor	Site Labor	Masterpiece	NBC Extra Cleaner	NBC Extra Cleaner (1)	NBC Extra Cleaner (2)	NBC Extra Cleaner (3)	NBC OT
W.E. 5/30/2021	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60	\$487.84	\$1,219.60				\$79.28
W.E. 5/23/2021	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60	\$487.84	\$1,219.60				\$79.28
W.E. 5/16/2021	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60	\$487.84	\$1,219.60				\$79.28
W.E. 5/9/2021	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60	\$487.84	\$1,219.60				\$79.28
W.E. 5/2/2021	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60	\$487.84	\$1,219.60				\$79.28
W.E. 4/25/2021	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60	\$487.84	\$1,219.60				\$79.28
W.E. 4/18/2021	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60	\$487.84	\$1,219.60				\$79.28
W.E. 4/11/2021	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60	\$487.84	\$1,219.60				\$79.28
W.E. 4/4/2021	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60	\$487.84	\$1,219.60				\$79.28
W.E. 3/28/2021	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60	\$487.84	\$1,219.60				\$79.28
W.E. 3/21/2021	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60	\$487.84	\$1,219.60				\$79.28
W.E. 3/14/2021	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60	\$487.84	\$1,219.60				\$79.28
W.E. 3/7/2021	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60	\$487.84	\$1,219.60				\$79.28
W.E. 2/28/2021	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60	\$487.84	\$1,219.60				\$79.28
W.E. 2/21/2021	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60	\$487.84	\$1,219.60				\$79.28
W.E. 2/14/2021	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60	\$487.84	\$1,219.60				\$79.28
W.E. 2/7/2021	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60	\$487.84	\$1,219.60				\$79.28
W.E. 1/31/2021	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60	\$487.84	\$1,219.60				\$79.28
W.E. 1/24/2021	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60	\$487.84	\$1,219.60				\$79.28
W.E. 1/17/2021	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60	\$487.84	\$1,219.60				\$79.28
W.E. 1/10/2021	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60	\$487.84	\$1,219.60				\$79.28
W.E. 1/3/2021	\$975.68	\$975.68	\$975.68	\$975.68	\$487.84	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60	\$317.12
W.E. 12/27/2020	\$975.78	\$975.68	\$975.68	\$975.68	\$487.84	\$731.76		\$731.76	\$487.84	\$1,251.36
W.E. 12/20/2020	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60	\$487.34	\$1,219.60		\$1,219.60	\$1,219.60	\$1,268.48
W.E. 12/13/2020	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60	\$487.34	\$1,219.60				\$634.24
W.E. 12/6/2020	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60	\$487.34	\$1,219.60				\$634.24
W.E. 11/29/2020	\$975.68	\$975.68	\$975.68	\$975.68	\$487.84					
W.E. 11/22/2020	\$1,219.60	\$1,208.88	\$1,219.60	\$1,219.60	\$609.80	\$1,457.44				
W.E. 11/15/2020	\$1,296.88	\$1,378.16	\$1,378.16	\$1,219.60	\$487.34	\$1,219.60				
W.E. 11/8/2020	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60	\$487.34	\$1,366.00				
W.E. 11/1/2020	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60	\$548.82	\$1,219.60				
W.E. 10/25/2020	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60	\$548.82	\$1,219.60				
W.E. 10/18/2020	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60	\$487.84	\$1,219.60				
W.E. 10/11/2020	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60	\$487.84	\$436.04				
W.E. 10/4/2020	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60	\$609.80					
W.E. 9/27/2020	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60	\$609.80					
W.E. 9/20/2020	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60	\$609.80					
W.E. 9/13/2020	\$975.68	\$975.68	\$975.68	\$1,219.60	\$609.80					
W.E. 9/6/2020	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60	\$609.80					
W.E. 8/30/2020	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60	\$548.82					
W.E. 8/23/2020	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60	\$609.80					
W.E. 8/16/2020	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60	\$609.80					
W.E. 8/9/2020	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60	\$487.84					
W.E. 8/2/2020	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60	\$487.84					
W.E. 7/26/2020	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60	\$487.84					
W.E. 7/19/2020	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60	\$487.84					
W.E. 7/12/2020	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60	\$487.84					
W.E. 7/5/2020	\$975.68	\$975.68	\$975.68	\$1,219.60	\$487.84					
W.E. 6/28/2020	\$1,219.60		\$1,219.60	\$1,219.60	\$487.84					
W.E. 6/21/2020	\$1,219.60		\$1,219.60	\$1,219.60						
W.E. 6/14/2020	\$1,219.60		\$1,219.60	\$1,219.60						
W.E. 6/7/2020	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60		\$1,219.60				
W.E. 5/31/2020	\$975.68	\$975.68	\$975.68	\$975.68						
W.E. 5/24/2020	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60						
W.E. 5/17/2020	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60						
W.E. 5/10/2020	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60						
W.E. 5/3/2020	\$1,219.60	\$1,219.60	\$1,219.60	\$1,219.60						
Subtotal	\$68,133.06	\$62,035.16	\$68,291.52	\$68,053.68	\$24,653.92	\$36,432.44	\$13,415.60	\$35,522.40	\$32,839.28	\$11,202.80

Note: No Train Costs due to COVID - Expected Costs \$243,923 on Weekly Basis - 1 Cleaner per Event