



JEFFERSON COUNTY PURCHASING DEPARTMENT
Deborah L. Clark, Purchasing Agent

1149 Pearl Street
1st Floor, Beaumont, TX 77701

OFFICE MAIN: (409) 835-8593
FAX: (409) 835-8456

Addendum to RFP

RFP NUMBER: RFP 23-052/MR
RFP TITLE: Janitorial Services for Jefferson County
RFP DUE BY: 11:00 am CT, Wednesday, September 13, 2023
ADDENDUM NO.: 1
ISSUED (DATE): August 28, 2023

To RFP Respondent: This Addendum is an integral part of the RFP package under consideration by you as a Respondent in connection with the subject matter herein identified. Jefferson County deems all sealed qualifications to have been proffered in recognition and consideration of the entire RFP Specifications Package - including all addenda. For purposes of clarification, receipt of this present Addendum by a Respondent should be evidenced by returning it (signed) as part of the Respondent's sealed RFP response submission. If the RFP response submission has already been received by the Jefferson County Purchasing Department, Respondent should return this addendum in a separate sealed envelope, clearly marked with the RFP Title, RFP Number, and RFP Opening Date and Time, as stated above.

Reason for Issuance of this Addendum: Change to Cost Proposal Form and answers to vendor questions.

The information included herein is hereby incorporated into the documents of this present RFP matter and supersedes any conflicting documents or portion thereof previously issued.

Receipt of this Addendum is hereby acknowledged by the undersigned Respondent:

ATTEST:

Witness

Witness

Approved by Date:

Authorized Signature (Respondent)

Title of Person Signing Above

Typed Name of Business or Individual

Address



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1. The revised Cost Proposal Form is attached as Attachment A.
2. Questions
 - a. Question: Are there any Bonds.
Answer: No.
 - b. Question: Current Contract Price:
Answer: Current pricing is shown in attachment B.
 - c. Question: Current Vendor?
Answer: Southeast Texas Building Services, Inc.
 - d. Question: Could you please provide us with a copy of the floor plan for each facility that needs service?
Answer: We don't have floor plans for all the facilities.
 - e. Question: I'm not sure if you can answer this question for me but on the cost proposal form, it is asking for a price per square foot...the problem is that it doesn't state whether this is based on the annual amount, the weekly amount or the daily amount. It changes the price per sq foot depending on which amount you use. I'd think it should be based off the daily cleaning rate. Is that something you can answer for me?
Answer: The price per square foot is based on the monthly rate.

**Attachment A
COST PROPOSAL FORM:**

Using this form, each Proposer must state its proposed charges. Each Proposer's charges must include the entire cost of providing the services identified in this RFP.

Service shall include all custodial services and must be performed during the days/times specified. Note that some locations require an employee to be on site for the duration of specific hours.

Item	Service Location	Unit Price Per Sq. Ft.	Unit Price Per Visit	Extended Weekly Price	Weeks Per Year	Extended Annual Total
1	Jefferson County Courthouse (Historic) 1149 Pearl St., Beaumont Mon-Fri, 5:30 pm–11:30 pm Floors: 7; Elevators: 3 Square feet: 115,490 To be serviced: 5 days/week	\$	\$	\$	x 52	\$
2	Jefferson County Courthouse (New) 1001 Pearl St., Beaumont Mon-Fri, 5:30 pm–11:30 pm Floors: 3; Elevators: 3 Square feet: 140,937 To be serviced: 5 days/week	\$	\$	\$	x 52	\$
3	Courthouse (Historic & New) & Beaumont Annexes I, II, IV– day service One employee (day porter) must be on site Mon-Fri, 9:30am– 2:00 pm Floors: 7; Elevators: 8 Square feet: (combined) 256,427 To be serviced: 5 days/week	\$	\$	\$	x 52	\$
4	Jefferson County Sheriff's Dept. 1001 Pearl St., Beaumont One employee must be on site Mon-Fri, 8:00 am–noon Floors: 2; Elevators: 0 Square feet: 12,320 To be serviced: 5 days/week	\$	\$	\$	x 52	\$
5	Jefferson County Annex I 215 Franklin St., Beaumont Mon-Fri, 5:30 pm–11:30 pm Floors: 2; Elevators: 1 Square feet: 31,784 To be serviced: 3 days/week	\$	\$	\$	x 52	\$
6	Jefferson County Annex II 1295 Pearl St., Beaumont Mon-Fri, 5:30 pm–11:30 pm Floors: 2; Elevators: 0 Square feet: 17,197 To be serviced: 3 days/week	\$	\$	\$	x 52	\$

COST PROPOSAL (CONTINUED)

Item	Service Location	Unit Price Per Sq. Ft.	Unit Price Per Visit	Extended Weekly Price	Weeks Per Year	Extended Annual Total
7	Jefferson County Annex IV 820 Neches, Beaumont Mon-Fri, 5:30 pm–11:30 pm Floors: 2; Elevators: 1 Square feet: 20,000 To be serviced: 5 days/week	\$	\$	\$	x 52	\$
8	Subcourthouse 525 Lakeshore Dr., Pt Arthur Mon-Fri, 5:30 pm–12:00 mid. Floors: 2; Elevators: 2 Square feet: 15,394 To be serviced: 5 days/week	\$	\$	\$	x 52	\$
9	Annex I – Port Building 900 Fourth St., Port Arthur Mon-Fri, 5:30 pm–12:00 mid. Floors: 2; Elevators: 1 Square feet: 5,426 To be serviced: 5 days/week	\$	\$	\$	x 52	\$
10	Annex II – Public Health Dept 800 – 4 th Street, Port Arthur Mon-Fri, 4:00 pm–11:00 pm Floors: 1; Elevators: 0 Square feet: 14,300 To be serviced: 5 days/week	\$	\$	\$	x 52	\$
11	Subcourthouse, Annex I, and Annex II (Port Arthur) One employee (day porter) must be on site to service these three (3) locations, Mon-Fri, 8:00 am – 5 pm Square feet (combined): 35,120	\$	\$	\$	X52	\$
12	Minnie Rogers Juvenile Justice, 5326 Highway 69 S, Beaumont Mon-Fri, 5:30 pm–12:00 mid. Floors: 1; Elevators: 0 Square feet: 12,850 To be serviced: 5 days/week	\$	\$	\$	x 52	\$
13	Airport – Main Terminal 6000 Airline Dr., Beaumont At least one employee must be on site Sun-Fri, 8:00 am–8:00 pm Floors: 1; Elevators: 0 Square feet: 19,579 To be serviced: 6 days/week	\$	\$	\$	x 52	\$

COST PROPOSAL (CONTINUED)

Item	Service Location	Unit Price Per Sq. Ft.	Unit Price Per Visit	Extended Weekly Price	Weeks Per Year	Extended Annual Total
14	Airport – Main Terminal 6000 Airline Dr., Beaumont At least one employee must be on site Sat, 8:00 am–3:00 pm Floors: 1; Elevators: 0 Square feet: 19,579 To be serviced: 1 day/week	\$	\$	\$	x 52	\$
15	Mid-County Office Building & Pct. 2 Service Center 7759 Viterbo Rd, Beaumont Mon-Fri, 5:30 pm–12:00 am. Floors: 1; Elevators: 0 Square feet: 6,120 To be serviced: 5 days/week	\$	\$	\$	x 52	\$
16	Mid-County Tax Office 4605 Jerry Ware Dr., Bmt Mon-Fri, 5:30 pm–12:00 am Floors: 1; Elevators: 0 Square feet: 2,476 To be serviced: 5 days/week	\$	\$	\$	x 52	\$
17	Hamshire Building 19217 FM 365, Beaumont Mon-Fri, 5:30 pm – 12:00 am Floors: 1; Elevators: 0 Square feet: 2,858 To be serviced: 5 days/wk	\$	\$	\$	X52	\$
18	Precinct 1 Service Center 20205 West Highway 90, China Thursday, 9:00 am – 9:00 pm Floors: 1; Elevators: 0 Square feet: 2,559 To be services: 1 day/week	\$	\$	\$	X52	\$
19	Precinct 2 Service Center 7759 Viterbo Road, Beaumont Mon-Fri, 5:30 pm – 12:00 mid Floors: 1; Elevators: 0 Square feet: 1,876 To be serviced: 2 day/week	\$	\$	\$	X52	\$

COST PROPOSAL (CONTINUED)

Item	Service Location	Unit Price Per Sq. Ft.	Unit Price Per Visit	Extended Weekly Price	Weeks Per Year	Extended Annual Total
20	Precinct 3 Service Center 5700 Jade Avenue, Port Arthur Mon-Thurs, 7:00 am - 5:00 pm Floors: 1; Elevators: 0 Square Feet: 7,140 To be serviced: 1 day/bi-weekly	\$	\$	\$	X26	\$
21	Precinct 4 Service Center 7780 Boyd Rd., Beaumont Mon., Wed. & Fri., 9:00 am - 12:00 pm Floors: 1; Elevators: 0 Square Feet: 20,649 To be serviced: 3 days/week	\$	\$	\$	X52	\$

Offeror Must Complete and Return This Page With Offer.

<p>REQUIRED FORM Proposer: Please complete this form and include with proposal submission.</p>

Attachment B

CURRENT PRICING

RFP 18-034/YS

Janitorial Services for Jefferson County

Awarded: October 22, 2018

Effective: November 23, 2018

Renewal 1: 11/22/2019-11/21/2020

Renewal 2: 11/21/2020-11/20/2021

Renewal 3: 11/20/2021 – 11/19/2022

Renewal 4: 11/19/2022 – 11/18/2023

updated: 11/01/2022

Vendor: Southeast Texas Building Service, Inc.						
Item	Service Location	Unit Price Per Sq Ft	Unit Price Per Visit	Extended Weekly Price	Weeks per Year	Extended Annual Total
1	Jefferson County Courthouse (Historic) 1149 Pearl Street, Beaumont Mon-Fri, 5:30pm-11:30pm Floors: 7; Elevators: 3 Sq Ft: 115,490 To be serviced: 5days/week	0.0621	\$330.77	\$1,653.85	X52	\$86,000.00
2	Jefferson County Courthouse (New) 1001 Pearl Street, Beaumont Mon-Fri, 5:30pm-11:30pm Floors: 3; Elevators: 3 Sq Ft: 140,937 To be serviced: 5days/week	0.0592	\$384.62	\$1,923.08	X52	\$100,000.00
3	Jefferson County Sheriff's Dept. 1001 Pearl Street, Beaumont One employee must be on site Mon-Fri, 8:00am-noon Floors: 2; Elevators: 1 Sq Ft: 12,320 To be serviced: 5days/week	0.1691	\$96.15	\$480.77	X52	\$25,000.00
4	Jefferson County Annex I 215 Franklin Street, Beaumont Mon-Fri, 5:30pm-11:30pm Floors: 2; Elevators: 0 Sq Ft: 31,784 To be serviced: 3days/week	0.0656	\$160.26	\$480.77	X52	\$25,000.00
5	Jefferson County Annex II 1295 Pearl Street, Beaumont Mon-Fri, 5:30pm-11:30pm Floors: 2; Elevators: 0 Sq Ft: 17,197 To be serviced: 3day/week	0.06	\$79.37	\$238.11	X52	\$12,381.84

Item	Service Location	Unit Price Per Sq Ft	Unit Price Per Visit	Extended Weekly Price	Weeks per Year	Extended Annual Total
6	Jefferson County Annex IV 820 Neches, Beaumont Mon-Fri, 5:30pm-11:30pm Floors: 2; Elevators: 1 Sq Ft: 20,000 To be serviced: 5days/week	0.1042	\$96.15	\$480.77	X52	\$25,000.00
7	Courthouse (Historic & New) & Beaumont Annexes I, II, IV - day service One employee (day porter) must be on site Mon-Fri, 9:30am-2:00pm Floors: 7; Elevators: 8 To be serviced: 5days/week	N/A	\$120.00	\$600.00	X52	\$31,200.00
8	Subcourthouse 525 Lakeshore Drive, Port Arthur Mon-Fri, 5:30pm-12:00 midnight Floors: 2; Elevators: 2 Sq Ft: 15,394 To be serviced: 5days/week	0.183	\$130.00	\$650.00	X52	\$33,800.00
9	Annex I - Port Building 900 Fourth Street, Port Arthur Mon-Fri, 5:30pm-12:00 midnight Floors: 2; Elevators: 1 Sq Ft: 5,426 To be serviced: 5days/week	0.2995	\$75.00	\$375.00	X52	\$19,500.00
10	Annex II- Public Health Department 800 - Fourth Street, Port Arthur Mon-Fri, 4:00pm-11:00pm Floors: 1; Elevators: 0 Sq Ft: 14,300 To be serviced: 5days/week	0.1515	\$100.00	\$500.00	X52	\$26,000.00
11	Minnie Rogers Juvenile Justice 5326 Highway 69S, Beaumont Mon-Fri, 5:30pm-12:00midnight Floors: 1; Elevators: 0 Sq Ft: 12,850 To be serviced: 5days/week	0.2024	\$120.00	\$600.00	X52	\$31,200.00
12	Airport - Main Terminal 6000 Airline Drive, Beaumont At least one employee must be on site Sun-Fri, 8:00am-8:00pm Floors: 1; Elevators: 0 Sq Ft: 19,579 To be serviced: 6days/week	0.1859	\$140.00	\$840.00	X52	\$43,680.00
13	Airport - Main Terminal 6000 Airline Drive, Beaumont At least one employee must be on site Sat, 8:00am-3:00pm Floors: 1; Elevators: 0 To be serviced: 1day/week	0.031	\$140.00	\$140.00	X52	\$7,280.00

Item	Service Location	Unit Price Per Sq Ft	Unit Price Per Visit	Extended Weekly Price	Weeks per Year	Extended Annual Total
14	Mid-County Office Building 7759 Viterbo Road, Beaumont Mon-Fri, 5:30pm-12:00midnight Floors: 1; Elevators: 0 Sq Ft: 6,120 To be serviced: 5days/week	0.2655	\$75.00	\$375.00	X52	\$19,500.00
15	Mid-County Tax Office 4605 Jerry Ware Drive, Beaumont Mon-Fri, 5:30pm-12:00midnight Floors: 1; Elevators: 0 Sq Ft: 3,255 To be serviced: 5days/week	0.4375	\$65.39	\$326.92	X52	\$17,000.00
16	Precinct 2 Service Center 7759 Viterbo Road, Beaumont Mon-Fri, 5:30pm-12:00midnight Floors: 1; Elevators: 0 Sq Ft: 1,876 To be serviced: 2days/week	0.1848	\$40.00	\$80.00	X52	\$4,160.00
17	Hamshire Building 19217 FM 365, Beaumont Mon-Fri, 5:30pm-12:00mid Floors: 1; Elevators: 0 Sq Ft: 2,858 To be serviced: 5days/week	0.4549	\$60.00	\$300.00	X52	\$15,600.00
18	Precinct 3 Service Center 5700 Jade Avenue, Port Arthur Mon-Thurs, 7:00am-5:00pm Floors: 1; Elevators: 0 To be serviced: 1 day/bi-weekly	N/A	\$30.00	N/A	X26	\$780.00
19	Subcourthouse, Annex I, and Annex II (Port Arthur) One employee (day porter) must be on site to service these three (3) locations, Mon-Fri, 8:00am-5:00pm Sq Ft (combined): 35,120	0.0617	\$100.00	\$500.00	X52	\$26,000.00
20	Precinct 1 Service Center 20205 West Highway 90, China TX Thursday (once a week) , between 9am and 3pm Floors: 1; Elevators: 0	N/A	\$75.00	\$75.00	X52	\$3,900.00
21	Precinct 4 Service Center 7780 Boyt Rd., Beaumont, TX 77713 Monday, Wednesday and Friday 9:00 am to 12:00 pm To be serviced 3 days/week	N/A	\$130.00	\$390.00	X52	\$18,720.00
TOTAL						\$571,701.84

Southeast Texas Building Service, Inc.
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