

ADDENDUM #3

Request for Proposals
Supplemental Janitorial Services
Solicitation No. TP24-1018

Originally Issued November 7, 2024

Addendum 3 – Issued December 5, 2024

To Offerors:

The following additions, deductions, changes and corrections to the proposal and specifications for the above referenced project shall hereby be incorporated into the work, and their affect on the proposal shall be reflected in the Offeror's proposal. Offerors shall also verify this fact by indicating the receipt of the addendum in their proposal.

CHANGES:

The Fee Submittal Form is deleted and replaced with the attached form. The Proposal Packet posted to the website has also been updated.

QUESTIONS:

1. Pinecrest maximum price allowed is set at \$4949 however, that building is a 9-floor building with three hallways. Could that maximum be a typo? **This amount has been updated. Please refer to the attached updated Fee Submittal Form.**

END OF ADDENDUM TO DATE 12/5/24

1627 WESTERN AVENUE, CINCINNATI, OHIO 45214

Phone: (513) 333-0670 Fax: (513) 977-5606 TDD: (513) 977-5807 Website: www.cintimha.com

Equal Opportunity Employer, Equal Housing Opportunities



**SOLICITATION TP24-1018
Supplemental Janitorial Services
FEE SUBMISSION FORM**

The proposed fees are all-inclusive of all related costs that the successful proposer will incur to provide the noted services, including but not limited to: employee costs and benefits, clerical support, supplies, materials, licensing, insurance, travel, fuel surcharges, franchise fees, etc. The Proposer is responsible for providing firm, fixed costs as specified below. In addition, the proposer must provide a fixed, firm cost for additional services. **(Taxes must be included in all quotes.)**

If Contractor is awarded the contract for this solicitation, this Fee Submission Form may be used as Exhibit B to the Contract. The completion of the form is no guarantee of a contract or the award of any services.

Touchstone Property Services include taxes for most properties. See Section 20.4 of the Terms and Conditions. TPS reserves the right to add or delete services.

**Attachment B: Contractor’s Fee Submission Form –
SPECIFIC PROPERTIES**

Building	Firm Fixed Cost Per Month	Maximum Price Allowed	Taxable Yes/No
BALDWIN GROVE	\$ _____	\$1200.00	Yes

Building	Firm Fixed Cost Per Month	Maximum Price Allowed	Taxable Yes/No
CARY CROSSING	\$ _____	\$3000.00	Yes

Building	Firm Fixed Cost Per Month	Maximum Price Allowed	Taxable Yes/No
EVANSTON	\$ _____	\$3000.00	No

Building	Firm Fixed Cost Per Month	Maximum Price Allowed	Taxable Yes/No
PARK EDEN	\$ _____	\$9700.00	Yes

Building	Firm Fixed Cost Per Month	Maximum Price Allowed	Taxable Yes/No
PINECREST	\$ _____	\$9700.00	Yes

**SOLICITATION TP24-1018
Supplemental Janitorial Services
FEE SUBMISSION FORM**

Building	Firm Fixed Cost Per Month	Maximum Price Allowed	Taxable Yes/No
RESERVE AT SOUTH MARTIN	\$ _____	\$9700.00	Yes

Building	Firm Fixed Cost Per Month	Maximum Price Allowed	Taxable Yes/No
SUTTERVIEW	\$ _____	\$3000.00	Yes

Building	Firm Fixed Cost Per Month	Maximum Price Allowed	Taxable Yes/No
WEST UNION SQUARE	\$ _____	\$3500.00	Yes

Building	Firm Fixed Cost Per Month	Maximum Price Allowed	Taxable Yes/No
HAMILTON COUNTY AFFORDABLE HOUSING	\$ _____	\$5600.00	No

Building	Firm Fixed Cost Per Month	Maximum Price Allowed	Taxable Yes/No
HORIZON HILLS	\$ _____	\$1950.00	Yes

Building	Firm Fixed Cost Per Month	Maximum Price Allowed	Taxable Yes/No
MARIANNA TERRACE	\$ _____	\$3000.00	Yes

Building	Firm Fixed Cost Per Month	Maximum Price Allowed	Taxable Yes/No
RIVERVIEW/SAN MARCO	\$ _____	\$9700.00	Yes

**SOLICITATION TP24-1018
Supplemental Janitorial Services
FEE SUBMISSION FORM**

Building	Firm Fixed Cost Per Month	Maximum Price Allowed	Taxable Yes/No
BENNETT POINT	\$ _____	\$3000.00	Yes

Building	Firm Fixed Cost Per Month	Maximum Price Allowed	Taxable Yes/No
LOGAN COMMONS	\$ _____	\$3000.00	Yes

PENDING TRANSFERS:

Property	Firm Fixed Cost Per Month (without taxes)	Firm Fixed Cost Per Month (with Taxes)
Beechwood	\$ _____	\$ _____
Marquette Manor	\$ _____	\$ _____
Race Street	\$ _____	\$ _____

EMERGENCY SERVICES:

Unit of Measure	Firm Fixed Fee Per Hour	Firm Fixed Fee with taxes (if applicable)
Cost per hour	\$ _____	\$ _____

RELATED SERVICES:

Service (specify by writing in the service below)	Firm Fixed Fee Per Hour	Firm Fixed Fee with taxes (if applicable)
Litter/Bulk Furniture Removal Window Washing	\$ _____	\$ _____
Light Fixture cleaning and light bulb replacement	\$ _____	\$ _____



**SOLICITATION TP24-1018
Supplemental Janitorial Services
FEE SUBMISSION FORM**

Other:	\$ _____	\$ _____
Other:	\$ _____	\$ _____

Additional Services

Provide a firm fixed hourly rate for related services

Name/Position	Firm Fixed Hourly Rate	Firm Fixed Hourly Rate (with taxes)
	\$ _____	\$ _____
	\$ _____	\$ _____
	\$ _____	\$ _____
	\$ _____	\$ _____

Notes and Exclusions:

DISCOUNT OFFERED FOR EARLY PAYMENT: _____ % if invoice paid within _____ days of properly submitted invoice as stated in the RFP.



**SOLICITATION TP24-1018
Supplemental Janitorial Services
FEE SUBMISSION FORM**

PROPOSER'S STATEMENT

The undersigned proposer hereby states that by completing and submitting this Form and all other documents within this submittal, he/she is verifying that all information provided herein is, to the best of his/her knowledge, true and accurate, and that if TPS discovers that any information entered herein to be false, such shall entitle TPS to not consider or make award or to cancel any award with the undersigned party. Pursuant to all RFP Document including attachments, this Fee Submission Form, and pursuant to all documents submitted, the undersigned proposes to supply TPS with the services and/or products described herein for the fee(s) submitted pertaining to this RFP.

Date: _____

Company: _____

Address: _____

City, State, Zip _____

Phone(s): _____

Email: _____

By: _____
(Signature of Offerer)

By: _____ Title: _____
(Print Name)

Fed Tax ID: _____