

October 4, 2018

JANITORIAL SERVICES CONTRACT 2018-2019
ADDENDUM NO. 1

TO: ALL INTERESTED BIDDERS of the **"JANITORIAL SERVICES CONTRACT 2018-2019"**

FROM: City of Millbrae – Public Works Department

The following information and/or clarification are provided and incorporated into the bid documents of the **JANITORIAL SERVICES CONTRACT 2018-2019** which is scheduled for bid opening on **Tuesday, October 23, 2018 at 2:00 PM:**

Answers to Questions Raised:

Q: On the RFP, page #21, Section B. Prevailing Wages, it states that "Copies of the prevailing wage rates are on file at the City and are available for review upon request." Can you please email me a copy of the prevailing wage rate that we are supposed to be using?

A: Refer to Attachment (1)

EACH BIDDER SHALL ACKNOWLEDGE RECEIPT OF THIS ADDENDUM NO. 1:

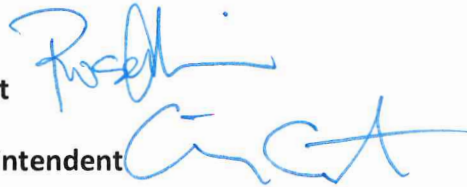
- By completing the attached **ACKNOWLEDGEMENT** sheet marked as **"RETURN IMMEDIATELY TO"** and returning the completed form via email to:
rvelilla@ci.millbrae.ca.us

AND

- By completing the attached **ACKNOWLEDGEMENT** sheet marked as **"RETURN WITH THE BID PROPOSAL"** and submitting the completed sheet with the bid proposal.

Prepared by: Rose Velilla, Management Analyst

Approved by: Craig Centis, Public Works Superintendent



JANITORIAL SERVICES CONTRACT 2018-2019

ADDENDUM NO. 1

ACKNOWLEDGEMENT

I have received Addendum No. 1 to the Bid Documents titled, **Janitorial Services Contract 2018-2019**. I have read and understood the information stated in the Addendum.

Bidder's Signature

Date

Bidder's Name

Name of Company

RETURN IMMEDIATELY TO:

Rose Velilla

rvelilla@ci.millbrae.ca.us

City of Millbrae, Public Works Department

JANITORIAL SERVICES CONTRACT 2018-2019

ADDENDUM NO. 1

ACKNOWLEDGEMENT

I have received Addendum No. 1 to the Bid Documents titled, **Janitorial Services Contract 2018-2019**. I have read and understood the information stated in the Addendum.

Bidder's Signature

Date

Bidder's Name

Name of Company

RETURN WITH BID PROPOSAL

GENERAL PREVAILING WAGE DETERMINATION MADE BY THE DIRECTOR OF INDUSTRIAL RELATIONS PURSUANT TO CALIFORNIA PUBLIC UTILITIES CODE, SECTIONS 465, 466 AND 467

Determination: SMA-2014-1

Issue Date of Determination: June 21, 2014

Reference: 22-1877-2

Supersedes Det: SMA-2004-1

Expiration Date of Determination: April 30, 2016* Effective until superseded by a new determination issued by the Director of Industrial Relations. Contact the Office of the Director – Research Unit at (415) 703-4774 for the new rates after ten days from the expiration date if no subsequent determination is issued.

Locality: San Mateo County

Craft: Janitor/Cleaner

Wage Rates:	<u>Classification</u>	<u>Basic Straight-Time Hourly Rate</u>
	Janitor/Cleaner	Expires 04/30/2015 \$13.94
		Effective 05/01/2015 \$14.24

Employer Payments: (Public Utilities Code Section 465)

Health & Welfare: \$6.52 per hour after 12 months of service.
Effective 4/1/2015, Health and Welfare will be \$7.03 per hour.

Paid Holidays: Five (5) holidays per year or \$0.27 per hour after 60 days of service.

Paid Vacation: Five (5) days after 1 year of service or \$0.27 per hour; Ten (10) days after 3 years of service or \$0.54 per hour.
Effective 5/1/2015, Five (5) days after 1 year of service or \$0.27 per hour; Ten (10) days after 3 years of service or \$0.55 per hour.

Paid Sick Leave: Two (2) days after 2 years of service or \$0.11 per hour; Three (3) days after 3 years of service or \$0.16 per hour.

Training: \$0.02 per hour.

Other Payment: Effective 5/1/2015, \$0.01 per hour to Management Cooperation Trust Fund (MCTF)

Recognized Holidays: New Year's Day, 4th of July, Labor Day, Thanksgiving Day and Christmas Day. If a holiday falls on a Sunday, it shall be observed on the following Monday. If a holiday falls on a Saturday, it shall be observed either on Friday or Saturday as determined by the employer.

Straight-time Hours: Eight (8) hours per day. A week's work shall consist of five (5) consecutive days.

Overtime Rate: All work performed in excess of 8 hours per day and on the 6th day shall be paid at one and one-half times (1½) the basic hourly rate. All work performed on the 7th day shall be paid double (2x) the straight-time hourly rate. Work on a holiday shall be paid at one and one-half (1½) times the basic hourly rate in addition to the regular day's pay.

Travel and Subsistence: Employees required to furnish own vehicle between locations shall be reimbursed at the rate of \$0.35 per mile.