



Livermore Amador Valley Transit Authority

August 23, 2018

To: All Interested Parties

From: Tamara Edwards
Procurement Officer

RE: RFQ for LAVTA Janitorial Services Project #2018-10

Addendum Number 1

This correspondence constitutes official record of the first alteration of a "Request for Quotes for Livermore Amador Valley Transit Authority (LAVTA) Janitorial Services Project #2018-10" issued on August 23, 2018.

This Addendum responds to written questions as follows:

| QUESTION: | RESPONSE |
|--|---|
| <p>1. During the walkthrough it was stated that the cost for consumables were to be included into our price schedule. In order to for our company to create a "intelligent" estimate we will need additional information such as the average monthly case count for the following items:</p> <ul style="list-style-type: none">i. Toilet tissueii. Hand towelsiii. Trash liners (all sizes)iv. Hand soapv. Sanitary napkins <p>If this information is not available will LAVTA consider have these items shown as a separate line item on the invoice to and invoiced base on usage?</p> | <p>The inclusion of the price of consumables is just for comparison purposes. The price of the monthly service is our primary focus, however, we ask for this information to ensure that expenses are not being allocated differently by different bidders as has happened in the past. For actual billing these items should be billed to LAVTA separately each month based on what the contractor's actual costs.</p> |
| <p>2. If a scheduled service day falls on a Holiday, will the supplier be allowed to move the service day to a non-holiday?</p> | <p>Yes, either the day before or day after is fine.</p> |

Other than those specifically listed above, no other sections, terms or conditions of the above cited solicitation are being altered at this time. All other sections, conditions and language not specifically cited as altered in this document are still in full and original effect.

Submitted:

/s/ Tamara Edwards

August 23, 2018

Tamara Edwards, Procurement Officer

Date