



## **ADDENDUM N. 1**

### **“Campus Custodial Services” TSC RFP 18-05**

The following changes are hereby incorporated into the Request for Proposal “Campus Custodial Services” All proposal’s statements submitted for consideration shall be bound by the information contained in this addendum.

#### **\*Item Section and Description**

- 1. Revisions in the RFP solicitation document. Section 6. Proposal Submission Format. Important Proposal Submittal Documents. Page 5. This paragraph should be read as follow:**

The following documents, at minimum, must be filled out, signed by an authorized representative, and returned as part of the proposal submittal:

1. Exhibit A – PRICING FORM
2. Exhibit B – ANTI-COLLUSION CERTIFICATION
3. Exhibit C – EXECUTION OF OFFER
4. Exhibit F – CONFLICT OF INTEREST QUESTIONNAIRE
5. Sample of all proposed contractual documents that may result from this solicitation such as: contract, agreement, terms and conditions sheet, etc. (Not signed).
6. In accordance with House Bill 1295, which amended the Texas Government Code by adding Section 2252.908, Disclosure of Interested Parties. Section 2252.908, all vendors submitting proposals must file form 1295 electronically with the Texas Ethics Commission using the online filing application. Information regarding this law, and the required form may be found at the following website: [https://www.ethics.state.tx.us/whatsnew/elf\\_info\\_form1295.htm](https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm). Respondents must use the filing application on the Texas Ethics Commission’s website to enter the required information on Form 1295. Respondents must:

-Print a copy of the completed form, which will include a certification of filing containing a unique certification number.

-The Form 1295 must be signed by an authorized agent of the business entity, and the form must be notarized.

-The completed Form 1295 with the certification of filing must be included with your proposal/proposal response

TSC is required to log into the State/Ethics website and acknowledge all properly completed 1295 forms received - within 30 days of receipt. The acknowledgement of these forms does not indicate a contract award. Contract awards, if any, will be issued via written communication by the TSC Purchasing Department.

**2. Revisions in the RFP solicitation document. Section 7. Description of Services. Number 8. Cleaning Supplies. Letter B. Page 8. This paragraph should be read as follow:**

The following cleaning materials and supplies are to be furnished by the vendor:

- Plastic trash and recycling can liners
- Premium quality non-slip floor wax will be required along with appropriate sealer, finisher, stripper, and maintainer; low VOC preferred
- Restrooms are to be cleaned and sanitized with an appropriate all-purpose disinfectant and deodorizer/cleaner
- Cleaning supplies and materials for Black/Chalk/White Boards.
- Deodorizers
- Paper towels
- Toilet tissue (2-ply)
- Liquid hand soap
- Building entrance floor mats

**3. Revisions in the RFP solicitation document. Section 7. Description of Services. Number 13. Qualifications of Custodian. Letter E. Page 10. This paragraph should be read as follow:**

Appropriate background checks shall be conducted on employees and available to TSC upon request. The awarded Contractor must certify that its employees have passed the basic screening background check. Separately, TSC will reserve the right to conduct its own background check to the Contractor's employees. A sample "Criminal Background Check Authorization Form" is included as part of this addendum. Please see enclosed Exhibit A.

In addition, the Contractor will be required to conduct background checks on at least 5 of its employees who will be assigned to the Child Care Center. Contractor's employees will be required to pass the background check required by the Texas Department of Family and Protective Services.

**4. Revisions in the RFP solicitation document. Pricing Form. Exhibit A. Number 1. This sentence should read as follow:**

To hold price open for a period of one hundred and twenty (120) days.

## **5. Question and Answer Session**

**Question 1. How many restrooms exist in the campus and provide campus population to serve?**

**Answer:** The college campus currently has approximately 68 public restrooms and 37 private restrooms. There are 342 employees and 3,385 students. Ultimately, it is the responsibility of the contractor to estimate the labor, supplies, materials, and equipment needed to service this contract.

**Question 2. Can we obtain a copy of the pre-proposal conference attendees list?**

**Answer:** Please see attached Exhibit B.

**Question 3. Will bonds be required as stated in the Terms and Conditions, Exhibit D. Section 1.12, 1.13, and 1.14?**

**Answer:** No, bonds are not required.



## Criminal Background Check Authorization Form

☐ Contractor      ☐ Volunteer      ☐ Other: \_\_\_\_\_

Department: \_\_\_\_\_

### An Equal Opportunity/Affirmative Action Employer

Texas Southmost College does not discriminate on any basis prohibited by applicable law including race, color, religion, sex, national origin, disability, age, citizenship status, or veteran's status in recruitment, employment, promotion, compensation, benefits or training. The information on this form is the property of Texas Southmost College.

### Provide legal name as it appears on Social Security Card.

Last Name	First Name	Middle Initial	Date of Birth
-----------	------------	----------------	---------------

Address: Number and Street	City	State	Zip Code
----------------------------	------	-------	----------

ID/Driver's License Number	Issuing State	Expiration Date	SSN
----------------------------	---------------	-----------------	-----

Please list all places of residence since the age of 18. Include City, State, County and Country.

Attach extra pages if needed. \_\_\_\_\_

Former names used: \_\_\_\_\_

Texas Southmost College may obtain background information, including criminal history record. I understand this information will be used only for evaluation of volunteer services with Texas Southmost College.

I hereby authorize the Texas Department of Public Safety or any other entity authorized to access state or federal agency records to furnish Texas Southmost College or its agent, my background records. I do hereby release all agents, servants, and employees of Texas Southmost College, the person in charge of any law enforcement agency or department and all members of such law enforcement agency or department from all liability resulting from the release of this information.

*With few exceptions, you have the right to request, receive, review and correct information about yourself collected using this form.*

***The College District prohibits discrimination, including harassment, against any employee on the basis of race, color, religion, gender, national origin, age, disability, or any other basis prohibited by law.***

**The following are my responses to questions about my criminal history, if any.  
(Exclude minor traffic offenses punishable only by fine.)**

Are you related to an employee of TSC or a member of the Board of Trustees? Yes\_\_\_\_\_ No\_\_\_\_\_  
If yes, include name(s), title(s), department(s), and relationship\_\_\_\_\_

Have you ever pled guilty or 'no contest' to, or been convicted of a felony? If yes, please list below and describe the dates, nature, and circumstances of the crime.	Yes	No
Have you ever been convicted of, plead guilty or 'no contest' to, or received deferred adjudication for, any federal, state or municipal misdemeanor or felony criminal offense (excluding traffic violations)?	Yes	No
Have you ever been convicted of, or received deferred adjudication for, any misdemeanor or felony involving any type of sexual contact with a child or abuse of a child that includes, but is not limited to, indecency with a child, or endangerment of a child?	Yes	No
Have you ever been convicted of any criminal offense in a country outside the jurisdiction of the United States? If yes to any of the questions above, please describe the dates, nature, and circumstances of the crime(s).	Yes	No

**If you answered yes to any of these questions, please provide details below. Attach extra pages if needed.**

\_\_\_\_\_  
State County Date of Offense (MM/DD/YY)  
Details\_\_\_\_\_

\_\_\_\_\_  
State County Date of Offense MM/DD/YY  
Details\_\_\_\_\_








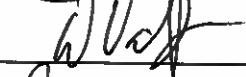




I hereby certify that all information provided by me on this form is true, complete, and correct.  
**I understand that any false statements made herein may void my application for volunteer services with Texas Southmost College.**

\_\_\_\_\_  
Applicant Signature Date

**Volunteer waiver forms and Criminal Background Check forms should be sent to Human Resources for processing.**  
*With few exceptions, you have the right to request, receive, review and correct information about yourself collected using this form.*

## TSC RFP 18-05

Tandy 212 Conference Room, March 2, 2018 at 2:00 p.m.

	Print Name	Signature	Company	E-mail	Telephone
1	Joshua Cisneros		Marcis & Assoc	Jcisneros@marcis.net	281-379-1953
2	Rich Silva		Marcis & Assoc	rich.silva@TSC.edu	956-295-3712
3	Cecilia Cervantes		C&C Cleaning	Cecy Salinas 71@yahoo.com	956-783-7051
4	Cecilia Salinas		C&C Cleaning	Cecy Salinas 71@yahoo.com	956-783-7051
5	Keith Robison		ABM	KRobison@gcaservices.com	832-683-0863
6	Carlos Arellano		ABM	carellano@gcaservices.com Carlos.Arellano@abm.com	564-0135
7	Edward Vallejo IV		IQS, Inc.	ed4@iqsinc.net	713-640-9484
8	David Vallejo		IQS, Inc.	david@iqsinc.net	713-640-9484
9	Dave Prewitt		McClamore Building Maintenance	dprewitt@mbminc.com	713-898-1351
10	Ivan Rodriguez		NVS Corporate Services Inc.	irodriguez@nvsesi.com	(956)545-5198
11	Rocio Trevino		NVS Corporate Services Inc.	rtrevino@nvsesi.com	956-903-4382
12	Antonio Guerra		TSC	antonio.guerra@	956-509-7177

tsc.edu  
patrick.saldívar@tsc.edu 3426.

~~XXXXXXXXXX~~

raul.garra1@tsc.edu