



SPOKANE INTERNATIONAL AIRPORT

BUSINESS PARK AND FELTS FIELD

9000 W AIRPORT DRIVE, SUITE 204
SPOKANE, WA 99224

UNIFORM & MISCELLANEOUS RENTAL SERVICES

Addendum No. 1

DATE OF ADDENDUM: July 27, 2020

The proposal submission due date scheduled for **Monday, August 03, 2020 at 2:00 PM** has not changed.

Attached are the following documents as part of Addendum No. 1.

Attachments to this addendum are as follows:

1. Pre-Proposal Conference Call Minutes
2. Pre-Proposal Conference Call Attendance Sign-In Sheet

As of Wednesday, July 22, 2020 at 2:00 PM no additional questions were received.

End of Addendum No. 1

UNIFORM & MISCELLANEOUS RENTAL SERVICES, PROJECT #20-49-9999-012

PRE-PROPOSAL MEETING

Friday, July 17, 2020 via Conference Call

Minutes:

Meeting started exactly at 10:00 AM and concluded at 10:24 AM.

See attached Sign-in Sheet for Attendance

1. Request that attendees send email as verification of attendance
mmerin@spokaneairports.net
 - a. Confirmed vendors:
 - i. Cintas
2. Important dates
 - a. Bidders Check list
 - i. Submission of Questions - Wednesday, July 22, 2020 2:00 PM All questions from this point forward must be in writing or email.
 - ii. Responses to Questions - Monday, July 27, 2020 4:00 PM via an addendum
 - iii. Proposals due date - Monday, August 03, 2020 2:00 PM
 - b. Board approval date - Thursday, September 17, 2020
3. Important Items
 - a. Certificate of insurance requirement is \$5M due to proximity to parked aircraft.
4. Addendums will be posted within the SIA web site. Additionally, an email will be send to those who send me an email of attendance.
5. Submitting proposals
 - a. Make sure you are in compliance with the evaluation criteria. Extremely important.
 - b. For Substitutions, please refer to #7 of the Evaluation Criteria. Substitutions will be considered after completion of the proposal process.
6. Go over highlighted items on RFP
 - a. We also have miscellaneous items on the proposal form.
 - b. Interviews may be required.
 - c. No more than 15 pages.
 - d. Proposal form under general 1.1 refers to the factoring of additional costs.
 - e. Quantities may vary.
 - f. Please review the sample contract as you must agree to it (Item #6 of the Evaluation Criteria).
 - g. When responding to the RFP, keep in mind that information given becomes public. For more information, see page 12 of the RFP under the Administrative Requirements/Public Disclosure.

Q&A

Q. Implementation. Execute on and have everything ready by 10/1. Generally, we need 4-5 weeks once all documentation is completed.

A. The proposer that will be recommended to the board will know in August but award will not be until September 17th. Services are expected to start on October 1, however, we understand that that does not mean you will be supplying product.

Q. We see you are looking at an antiquated product of 100% cotton. What are the job functions of those who will be using the uniforms?

A. We have two types of coveralls currently using, cotton and blend. Fueling will be all cotton.

Q. Are maintenance people doing typical electrical and lock out tag out?

A. Yes.

Q. 2112 and 70E standard. Cotton is not considered proper PPE. Are you open to looking at something that will comply with the OSHA standards? Generally speaking, there is a lead time of how long products are in place because of the upfront cost.

A. Please propose based on the proposal form. There is nothing to prevent you from making substitution suggestions with your proposal. However, your proposal must be on the criteria within the quote form. We will entertain the idea of alternates after the proposal process is finalized. Please refer to item #7 of the Evaluation Criteria that refers to substitutions.



SPOKANE INTERNATIONAL AIRPORT



#20-49-9999-012 UNIFORM & MISCELLANEOUS RENTAL SERVICES

Friday, July 17, 2020 @ 10:00 AM

NAME	COMPANY	PHONE	EMAIL
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