

**ADDENDUM #1  
HADDONFIELD BOARD OF EDUCATION'S  
IFB FOR CUSTODIAL AND MANAGEMENT SERVICES  
ISSUED ON FEBRUARY 9, 2010**

Public notice is hereby given that the Haddonfield Board of Education is issuing this addendum on February 11, 2010 to modify the following paragraph contained in the District's IFB, issued February 9, 2010 for Custodial and Management Services. All the following changes from the IFB as issued are highlighted in red font.

W. Andrew Hall  
Business Administrator  
February 11, 2010

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**Paragraph N-5 Required Minimum Staffing, Wages, Overtime and Fringe Benefits on page 7 is modified as follows:**

5. Black Seal Licensing Requirements: At least 14 custodians (7 day and swing shift, 7 evening shift including 3 floaters, and 2 management of the Contractor's on site staff must have Black Seal Boiler Operator Licenses at the start of the contract. By the end of the first year the required Black Seal licensing will increase to ~~sixty (60)~~ **eighteen (18) custodians**. The lowest responsible contractor must submit Black Seal licenses from the state for the aforementioned custodians, maintenance and management to the District on or before June 1, 2010 at 10:00am. Should this not occur the District will immediately deem the bidder not the lowest responsible bidder and move to award the contract to the next lowest responsible bidder. Not doing so will cause the contractors bid to be non-responsive and therefore not a responsible bidder. As this is critical for the operations of the buildings "bait and switch" will not be allowed as it is expected the license submitted will be of those who will be working on site as of July 1, 2010.

**Number 12 in Exhibit 1 and Bid Form D Contractor Requirements to be Responsive & Responsible is modified as follows:**

12. Provide evidence, plans and detail how the contractor will provide that all the required number of staff must/will meet the Black Seal Licensing Requirements: At least 14 custodians (7 day and swing shift, 7 evening shift including 3 floaters, and 2 management of the Contractor's on site staff must have Black Seal Boiler Operator Licenses at the start of the contract. By the end of the first year the required Black Seal licensing will increase to ~~sixty (60)~~ **eighteen (18) custodians**. The lowest responsible contractor must submit Black Seal licenses from the state for the aforementioned custodians, maintenance and management to the District on or before June 1, 2010 at 10:00am. Should this not occur the District will immediately deem the bidder not the lowest responsible bidder and move to award the contract to the next lowest responsible bidder. Not doing so will cause the contractors bid to be non-responsive and therefore not a responsible bidder. As this is critical for the operations of the buildings "bait and switch" will not be allowed as it is expected the license submitted will be of those who will be working on site as of July 1, 2010.

Exhibit 2 Building Roster is modified as follows:

## Exhibit 2 Building Roster

| Building/Location     | Address                | Heat | Building Square footage | Grade Levels | No. Students | No. Staff  | Custodial Services |
|-----------------------|------------------------|------|-------------------------|--------------|--------------|------------|--------------------|
| Haddon Elementary     | 501 Redman Ave         | Gas  | 47,000                  | K-5          | 361          | 60         | Contractor         |
| Tatem Elementary      | 1 Glover Avenue        | Gas  | 46,000                  | K-5          | 427          | 65         | Contractor         |
| Central/Middle School | 3 Lincoln Ave.         | Gas  | 131,000                 | K-8          | 871          | 126        | Contractor         |
| High School           | 401 Kings Highway East | Gas  | 190,000                 | 9-12         | 778          | 116        | Contractor         |
| Administration        | 1 Lincoln Ave.         | Gas  | -                       | -            | -            | 10         | Contractor         |
| <b>Totals</b>         |                        |      | <b>351,189</b>          |              | <b>2,437</b> | <b>377</b> |                    |

Note: The Contractor is responsible for removal of snow from all walkways, sidewalks, stairs and entranceways. As well as the policing and removal of litter from all school grounds.

Exhibit 4 Building Roster is modified as follows:

## Exhibit 4 - Current Equipment

The following table details the current District owned equipment the Contractors may utilize in their bids

| QTY                          | Model - Description             | Condition |
|------------------------------|---------------------------------|-----------|
| <b>Haddon Elementary</b>     |                                 |           |
| 1                            | 175 Stripping Machine           | OK        |
| 1                            | 2000 RPM Burnisher Buffer       | OK        |
| 1                            | Upright Vacuum                  | OK        |
| 1                            | Carpet Extractor                | OK        |
| 1                            | Wet Vacuum                      | OK        |
| 1                            | Automatic Floor Scrubber        | OK        |
| 1                            | Carpet Dryer                    | OK        |
| <b>Tatem Elementary</b>      |                                 |           |
| 1                            | Burnisher Buffer                | OK        |
| 1                            | Upright Vacuum                  | OK        |
| 1                            | 175 Stripping Machine           | OK        |
| 1                            | Carpet Extractor/Shampooer      | OK        |
| 1                            | Wet Vacuum                      | OK        |
| 1                            | Automatic Floor Scrubber        | OK        |
| 1                            | Carpet Dryer                    | OK        |
| <b>Central/Middle School</b> |                                 |           |
| 2                            | Burnisher/Buffers               | OK        |
| 1                            | Upright Vacuum                  | OK        |
| 1                            | Stone Care Machine-Diamond      | OK        |
| 3                            | Carpet Dryers                   | OK        |
| 1                            | Auto Floor Scrubber             | OK        |
| 1                            | Wet Vacuum                      | OK        |
| <b>High School</b>           |                                 |           |
| 1                            | 175 Stripping Machine           | OK        |
| 1                            | Power Washer                    | OK        |
| 1                            | Large Propane Stripping Machine | OK        |
| 1                            | Small Carpet Extractor          | OK        |
| 1                            | Large Carpet Extractor          | OK        |
| 1                            | Stone Care Machine-Diamond      | Good      |
| 1                            | Burnisher/Buffer                | OK        |
| 2                            | Carpet Dryers                   | OK        |
| 1                            | Wet Vacuum                      | OK        |
| 1                            | Auto Floor Scrubber             | Good      |

The Organization Chart on Page 9 in paragraph O Organizational Relationships is modified as follow:

**Outsourced Organization**

