



# INVITATION FOR BIDS

---

First District Court of Appeal

REGARDING:

IFB Title: Drapery & Blinds Cleaning Services

IFB No.: 1DCA-19-54-RB

BIDS DUE:

**June 7, 2019 NO LATER THAN 3:00 P.M.**

PACIFIC TIME

This Amendment 1 hereby modifies the IFB as follow:

Changes in the IFB are shown in bold underlined font (**bold underlined font**). The following changes are made to the following:

## 2.0 DESCRIPTION OF SERVICES AND DELIVERABLES

2.1 The person or entity awarded the agreement (Contractor) shall provide the following services:

1. Provide the Services for the 1DCA at 350 McAllister Street, San Francisco, CA 94102 and 455 Golden Gate Avenue, San Francisco, CA 94102
2. Provide a crew of 2 or 3 for a 3-hour (3:30PM to 6:30PM) work day on consecutive Fridays and a 3-hour (7:00AM to 10:00AM) work day on the following Monday as outlined in the schedule below. These dates will be subject to change or may be cancelled with one-week notice provided to the Contactor. Work will be done on the following scheduled days.

### Estimated Scheduled Service Dates for the 1DCA

Year	Inclusive Dates	Remove/Reinstall	
2019	<b><u>June 21 and 24, 2019</u></b>	20 pieces drapery & 83 aluminum blinds	
2019	<b><u>June 28 and July 1, 2019</u></b>	64 pieces drapery & 75 wood blinds	
2019	<b><u>July 12 and 15, 2019</u></b>	64 pieces drapery & 74 wood blinds	

3. Other services to be provided: Contractor will arrive onsite at 1DCA and remove designated drapery and blinds from windows and transport them to their facility for professional cleaning. Once cleaned, the drapery and blinds will be reinstalled at 1DCA.
4. Contractor will be required to bring in the appropriate equipment, workers or truck to complete the requested tasks.
5. Contractor will be required to sweep or vacuum floor as needed after performance of the Services.

### 3.0 TIMELINE FOR THIS IFB

The 1DCA has developed the following list of key events related to this IFB. All dates are subject to change at the discretion of the 1DCA.

EVENT	DATE
IFB issued	May 13, 2019
Optional Walk-Through 455 Golden Gate Avenue, Lobby San Francisco, CA 94102	May 17, 2019 10:00 A.M – 11:00 A.M.
Deadline for questions to <a href="mailto:solicitations@jud.ca.gov">solicitations@jud.ca.gov</a>	May 22, 2019 by 3:00 p.m. Pacific Time
Questions and answers posted <a href="http://www.courts.ca.gov/rfps.htm">www.courts.ca.gov/rfps.htm</a>	May 24, 2019 (estimate only)
<b><u>Latest date and time bids may be submitted</u></b>	<b><u>June 7, 2019</u></b> <b><u>by 3:00 p.m. Pacific Time</u></b>
<b><u>Bids Publicly Opened</u></b> <b><u>455 Golden Gate Ave, San Francisco, CA 94102</u></b> <b><u>Location will be at the 3<sup>rd</sup> floor, conference area</u></b> <b><u>of the building</u></b>	<b><u>June 12, 2019</u></b> <b><u>10:00 a.m.</u></b>
<b><u>Notice of Intent to Award at</u></b> <b><u><a href="http://www.courts.ca.gov/rfps.htm">www.courts.ca.gov/rfps.htm</a></u></b>	<b><u>June 14, 2019</u></b> <b><u>(estimate only)</u></b>
<b><u>Contract Start Date (estimate only)</u></b>	<b><u>June 17, 2019</u></b>
<b><u>Contract End Date (estimate only)</u></b>	<b><u>June 16, 2020</u></b>