



Procurement Department Bid Section
225 North Pearl Street
Jacksonville, Florida 32202

February 10, 2025

ADDENDUM NUMBER: One (1)

TITLE: Fleet Services Vehicle & Equipment Cleaning Services (JSEB) Sheltered Market - 1411900848

RESPONSE DUE DATE: February 28, 2025

TIME OF RECEIPT: 12:00 PM EST

THIS ADDENDUM IS FOR THE PURPOSE OF MAKING THE FOLLOWING CHANGES OR CLARIFICATIONS:

1. **Question:** Does JEA accept Workmen's Compensation Exemptions?

Answer: There are stipulations for non-construction companies as well as other stipulations, it depends on their particular circumstances as to whether or not we can waive this requirement. This is evaluated on a case-by-case basis. For example, if a company has less than 4 employees on the payroll then they are not required by the State of Florida to carry Worker's Compensation.

2. **Question:** What is the least number of workers a company is required to have to do the job?

Answer: There is no requirement on the number of staff but, the vendor needs to make sure that they have the manpower to manage the scope or work and handle the quantities given in the workbook during the specified time frames.

3. **Question:** On the response workbook, the off-road equipment doesn't need wax, but for example, the sedans intermediate vehicles have a price section for four different services. Do we price these services individually as it is written on the workbook sheet?

Answer: Yes, they need to be priced individually as these services are on a request only basis and we may only require one of the extra services.

4. **Question:** Does the company have to figure out how to coordinate how to do the work while submitting the bid or can we figure that out after the contract is awarded?

Answer: JEA Fleet Services coordinates with the vendor to set up a wash schedule.

5. **Question:** I currently wash United Rentals vehicles, trucks, and some equipment, but have no contract. I also watch city facilities vehicles as well, but no contract. On the appendix B minimum qualification form it states that you must have a contract or have had a contract. So, my question is do I necessarily have to have a contract to put these references down or can I put them references down since I work for them now without a Contract?

Answer: No, noncontractual agreements cannot be used as a reference. We feel like it is important for a vendor to have completed contracts in place. This shows that they are able to successfully meet contractual obligations and have an understanding of how contracts work.

6. **Question:** Did I understand from the presentation that the vendor that JEA selects must be able to perform the cleaning on an average of 30 vehicles per month?

Answer: Yes, per the Appendix B – Minimum Qualifications, the highlighted section below states the following:

- The combined total of the two contract references must be valued at \$35,000.00 or greater annually, and the combined contract references must represent your Company’s capacity for handling thirty (30) vehicles monthly. The contract references must have occurred during any of the last three (3) years ending December 31, 2024. The Respondent must be the Prime company awarded the contract and not a subcontractor.

It must be noted that quantities and percentages indicated reflect the approximate quantities to be purchased throughout the Contract period and are subject to fluctuation. JEA does not commit to any volume to Contract Awardee.

7. **Question:** Are we required to have an EMR to be able to bid? We are workman's comp exempt so we do not have an EMR.

Answer: Yes, you are still able to bid, if you are Workman’s Compensation Exempt, you do not have to have an EMR. Although the vendor is Workman’s Compensation Exempt, the vendor will still be required to go through the JEA Safety Qualification Requirements per section **1.14) Safety Qualification Requirements** of the solicitation document to receive and EMR exemption from JEA. See below Requirements:

Respondent shall be approved as JEA Safety Qualified. JEA may reject the company's Bid, and proceed Award to the next responsive and responsible Respondent.

JEA Safety Qualification information is available online at [http://www.jea.com/About/Procurement/Contractor Safety](http://www.jea.com/About/Procurement/Contractor_Safety) under Contractor Safety Reference Materials. A Respondent must have a three-year average Experience Modification Rating (EMR) of 1.0 or less and agree to the provisions of the Contractor Safety Management Process (CSMP) in order to become JEA Safety Qualified. It is the Respondent’s responsibility to ensure it is JEA Safety Qualified. A list of the JEA's Safety Qualified vendors can be found on https://www.jea.com/About/Procurement/Contractor_Safety/.

For additional information, contact Jim Fisher at (904) 226-5045 or Curtis Stothers at (904) 665-7736.

8. **Question:** How much Insurance is needed and how much aggregate insurance do we need to have to be able to qualify for this job?

Answer: For Insurance requirements of this solicitation, please refer to **Section 1.46) Insurance**, of the solicitation document. In this section you will find all required insurance and their amounts.

9. **Question:** Can we get JEA Safety Certified through OSHA?

Answer: To become JEA Safety Qualified please refer to **Section 1.14) Safety Qualification Requirements** of the solicitation document. This is the acceptable safety qualification for this solicitation.

10. **Question:** Can you provide the past award contract information? If there an incumbent? If so, please provide the contract award number, and awarded name and amount of the contract?

Answer: Information on the past/current contract can be obtained by submitting a Public Records Request using the following link: [Public Records Request | Contact | JEA](#)

The solicitation number of the present contract is, 1410638246 - JEA Fleet Vehicle Cleaning and Pressure Washing

11. **Question:** Also, when is the anticipated release date for the contract award?

Answer: Once an awardee is determined an intent to award will be sent via email. The contract will begin the day after the current contract ends, then JEA Fleet Services coordinates with the vendor to set up a wash schedule.

ACKNOWLEDGE RECEIPT OF THIS ADDENDUM ON THE RESPONSE FORM