

RFB# FY27-045-01

Janitorial Services

Tulsa Airports Improvement Trust (TAIT)

Tulsa International Airport

ADDENDUM NO. TWO

August 25, 2026

Bid-Opening:

The **Bid Opening** will be held on August 31, 2026, at 1:00 p.m. CDT at the Tulsa International Airports Improvement Trust (TAIT) offices, Tulsa International Airport, 7777 Airport Drive, Suite A211, Tulsa, OK 74115.

Questions for Janitorial RFB# FY27-045-01

44. Section 1.33 states that the Contract cannot be assigned or subcontracted. Does this restriction also apply to SBE subcontractors with whom a Bidder may wish to partner and subcontract a portion of the work?

Response: Yes. The restriction contained in Section 1.33 applies to subcontracting a portion of the work under this Contract, including subcontracting to an SBE firm. The Contractor shall be responsible for directly performing the janitorial services required under the Contract and shall not assign or subcontract any portion of the work without prior written authorization from TAIT.

The use of vendors or suppliers for materials, equipment, waste hauling, or other ancillary services necessary to support the Contractor's performance shall not, by itself, be considered subcontracting of the janitorial services scope.

There are no established SBE participation goals or minimum percentage requirements associated with this solicitation.

45. Which obligations in D1 and D2 are ours, and which stay with TAIT as Lessor?

Response: Exhibits D1 and D2 are incorporated into the Contract pursuant to Section 2.61 and establish cleaning requirements applicable to the designated Government Tenant areas. The Contractor is responsible for the janitorial and custodial services identified in Exhibits D1 and D2 to the extent those services fall within the janitorial scope of this solicitation.

Obligations that are the responsibility of TAIT as Lessor and that are not janitorial or custodial services under the Technical Specifications remain the responsibility of TAIT. Bidders should not include building maintenance, capital replacement, grounds maintenance, snow and ice removal, pest control, or other non-janitorial Lessor obligations in their pricing unless specifically required elsewhere in the Contract Documents. Section 2.61 incorporates D1 and D2 into the cleaning specifications, while Section 3.0 defines this procurement as a full-service janitorial contract.

46. D2 has an "as required" list that includes maintaining plants and lawns, snow and ice removal from entrances, walks and parking lots, replacing light bulbs, tubes, ballasts and starters, replacing worn floor coverings, and pest extermination. None of that shows up in the Technical Specifications. Are any of those ours? Snow and ice in particular — that's the one I need to know about.

Response: The Contractor is not responsible for grounds maintenance, snow and ice removal or treatment, replacement of light bulbs, tubes, ballasts or starters, replacement of worn floor coverings, or pest extermination solely by virtue of those items appearing in Exhibit D2.

However, the Contractor remains responsible for the inclement-weather janitorial requirements specifically identified in Section 2.38, including monitoring and cleaning entrances and exits and removing tracked-in rain, mud, moisture, and residue associated with ice, sleet, snow, and ice-melt treatment.

The Contractor shall perform all other janitorial and custodial services specifically required by the Technical Specifications and applicable portions of Exhibits D1 and D2.

47. D2 also carries its own periodic schedule, and some of it doesn't line up with Sections 2 and 3 — twice a year it calls for stripping and four coats of finish on the toilet floors, and washing all interior and exterior glass. Where they conflict, which one wins in the D2 areas?

Response: For Government Tenant areas specifically covered by Exhibit D2, the applicable cleaning requirements and frequencies contained in Exhibit D2 shall apply where they impose a specific requirement for those areas. For matters not specifically addressed in Exhibit D2, the Technical Specifications shall govern.

Where the Contract Documents establish different cleaning requirements and both can reasonably be performed, the Contractor shall comply with the more stringent requirement unless otherwise directed in writing by the Airport Representative.

48. D2 Section 7.7 says cleaning happens after tenant hours unless daytime is specified, with normal hours 8:30 to 5:00 weekdays. Does that limit when we can get into the Customs and FAA spaces?

Response: No. The hours identified in Exhibit D2 do not establish or guarantee unrestricted access to U.S. Customs, FAA, or other secured Government Tenant areas.

Cleaning schedules and access to Government Tenant areas shall be coordinated with the Airport Representative and the applicable Government Tenant. The Contractor shall comply with all applicable Airport and Government security, badging, access, escort, and operational requirements. TAIT reserves the right to establish or modify cleaning schedules for these areas based on operational and security requirements.

49. D1 Section D11 asks for a constant supply of deodorant material and refilling hand sanitizer dispensers. Deodorant isn't on the TAIT-furnished list you confirmed in Addendum One — safe to assume that one's on us?

Response: No. The Contractor is not required to furnish deodorant material under this Contract. The Contractor shall be responsible for refilling and maintaining the applicable dispensers in accordance with the Contract requirements using the supplies furnished by TAIT, as applicable.

50. D2 Section 7.8 wants a written schedule of periodic services to the Contracting Officer within 60 days of occupancy. Is that something we prepare, or do we just feed into it?

Response: TAIT is unable to identify the referenced requirement in Exhibit D2, Section 7.8, requiring the Janitorial Services Contractor to submit a written schedule of periodic services to the Contracting Officer within sixty (60) days of occupancy. Bidders shall comply with the scheduling and reporting requirements specifically identified in the Janitorial Services Technical Specifications and applicable Government Tenant Contract Specifications.

51. is the square footage for the FAA tower/TRACON and Customs areas already inside the Exhibit A quantities, or is that separate?

Response: Yes. The applicable square footage for the existing Air Traffic Control Tower/TRACON Facility and U.S. Customs areas is included within the Estimated Unit Quantities provided in Exhibit A.

52. Is the scope of work on this project the same as the current contract? If not, how is it different?

Response: Bidders shall base their proposals solely on the current solicitation documents, Technical Specifications, exhibits, and issued addenda. The current solicitation includes updated requirements and shall not be assumed to be identical to the existing contract.

53. Are the custodians working on this contract members of a union? If so, which union?

Response: No. The custodial employees currently working under the janitorial services contract are not represented by a labor union.

54. Does TAIT intend to issue one award for all locations, or will multiple contracts be awarded as a result of this RFP?

Response: TAIT intends to make one (1) contract award for the complete Janitorial Services scope and all designated locations included in this solicitation.

55. Does TAIT have their own, specific or created, bond forms that we will use for the project? If so, please provide.

Response: TAIT does not require use of a specific performance bond form. Any performance bond submitted must be issued by a surety authorized to do business in Oklahoma, be in a form reasonably satisfactory to TAIT, and comply with all requirements of the Contract Documents.

56. Are there any automatic increases or extensions on the bond/project? I.E. Can time be extended, or additional costs added, without an approval process on the part of the contractor or the Surety Company.

Response: No. Routine extensions of time and contract amount adjustments made in accordance with the Contract do not require additional bonding. The Performance Bond remains in force for such changes. If a contract modification requires a supplemental agreement under the Contract Documents, additional surety consent and/or supplemental bonding may be required.

57. What is the replacement timeline/clause if the contractor needs to have another bond issued?

Response: TAIT does not anticipate requiring replacement of the Performance Bond during the Contract term. If circumstances arise that require replacement or supplementation of the bond, the Contractor would be required to provide an acceptable replacement bond within a reasonable time specified by TAIT.

58. Our company has extensive janitorial experience in large and complex facilities in Tulsa, including multi-building aerospace facilities such as Nordam etc., courthouses, medical facilities, and other secure and high-traffic properties. However, we have not performed janitorial services at an airport. Can you please confirm whether: Our proposal would still be considered responsive and or eligible for evaluation without a prior airport reference, with our

experience evaluated and scored based on our other qualifying past-performance references; or Is an airport reference a mandatory minimum requirement, meaning our proposal would not be considered for evaluation without it.

Response: The airport reference is a mandatory minimum requirement. Section 1.7 requires five (5) recent work references, including at least one (1) airport similar to or larger in size than Tulsa International Airport and another property similar to or larger in size with a similar scope of work.

Additional references involving large, complex, secure, high-traffic, or 24-hour facilities may be submitted and considered as part of TAIT's evaluation; however, such references do not replace the required airport reference.

59. Incumbent / Union: Please identify the incumbent contractor and confirm whether employees are unionized. If so, please provide the union name and current CBA.

Response: The current janitorial services Contractor is Unicare Building Maintenance (UCBM) and no applicable Collective Bargaining Agreement (CBA).

60. Current Staffing: Please provide current staffing by position and shift, including weekly labor hours.

Response: Bidders shall develop and submit their own Staffing Plan based upon the requirements of the solicitation, site conditions, required service levels, frequencies, performance standards, and their proposed approach to performing the work.

TAIT is not establishing the incumbent Contractor's current staffing configuration or weekly labor hours as the basis for proposals. The successful Bidder's approved Staffing Plan will establish the applicable minimum staffing requirements for the new Contract.

61. Wage Requirements: Are there prevailing wage, living wage, employee retention, or successor-employer requirements?

Response: There are no prevailing wage, TAIT-established living wage, employee retention, or successor-employer requirements specifically established by this solicitation. The Contractor remains responsible for compliance with all applicable federal, state, and local employment and wage laws.

62. Current Contract Value: Please provide the current annual janitorial contract value, if available.

Response: The current annual contract value for janitorial services is approximately \$1,817,405.40. This amount is provided for informational purposes only and should not be construed as a guaranteed or anticipated contract value for this solicitation.

63. Minimum Staffing: Does TAIT require minimum staffing/labor hours, or may the contractor determine appropriate staffing?

Response: Bidders are responsible for proposing staffing levels sufficient to perform all requirements of the Contract. The staffing proposal shall identify managers, supervisors, floor technicians, custodial employees, relief personnel, and support staff.

Prior to Notice to Proceed, the successful Contractor shall submit a detailed Staffing Plan for TAIT's review and approval. Once approved, the Staffing Plan shall establish the Minimum Staffing Requirement for the Contract, and staffing shall not be reduced below the approved minimum without prior written authorization from the Airport Representative.

64. Mobilization: May the successful contractor recruit incumbent employees and transfer/reissue existing airport badges? Please confirm the anticipated award and start dates.

Response: TAIT does not prohibit the successful Contractor from recruiting qualified individuals currently employed by the incumbent Contractor, subject to applicable law and any contractual obligations of the respective parties.

Airport identification badges are issued to individuals under an approved sponsoring organization and are subject to Airport Security requirements. Existing badges shall not be assumed to automatically transfer to the new Contractor. The successful Contractor shall coordinate all required badging and credentialing with TAIT during transition.

TAIT currently anticipates Contract award on or about September 10, 2026, with a transition period from approximately September 11 through October 31, 2026, and commencement of services on November 1, 2026. These dates are subject to change.

65. Consumables: Please confirm which consumables are provided by TAIT versus the contractor.

Response: TAIT will furnish bathroom tissue, roll hand towels, multifold towels, toilet seat protectors, liquid hand soap, hand sanitizer, urinal screens and batteries required for TAIT-owned battery-operated dispensers.

The Contractor shall furnish all other cleaning chemicals, materials, supplies, trash liners, sanitary-disposal bags, deodorants/odor-control products, equipment, and tools necessary to perform the Contract unless otherwise expressly stated in the Contract Documents.

66. Equipment: Is any TAIT or incumbent equipment available for use or transfer? Are minimum quantities required for specified equipment?

Response: Except for equipment or dispensers specifically identified in the Contract Documents as TAIT-furnished, bidders shall assume that all equipment, vehicles, tools, and other items necessary to perform the Contract are to be furnished by the Contractor.

Bidders shall not assume that equipment owned or leased by the incumbent Contractor will be available for transfer or use under the new Contract.

The Technical Specifications identify required and suggested equipment, including certain items for which specific quantities are stated. Where a quantity is expressly specified, the Bidder shall provide at least that quantity unless otherwise approved by the Airport Representative.

67. Scope Quantities: Please confirm Exhibit A quantities are the basis for pricing and whether discrepancies identified during the walkthrough will be revised.

Response: Yes. Bidders shall use the Estimated Unit Quantities contained in the current revised Exhibit A as the basis for preparing their proposals.

If TAIT determines that a material correction to the solicitation quantities is necessary before the proposal deadline, the correction will be issued by written addendum. Verbal comments or observations made during the walkthrough do not modify the Proposal Documents. The RFP expressly provides that modifications may only be made through written addendum.

68. Scope Changes: Will additions/deletions be adjusted using the applicable Exhibit A unit prices?

Response: Yes. Additions to or deletions from designated Contract areas shall be calculated using the applicable Contract Unit Bid Price and the measurements of the affected locations. The monthly Contract amount will be increased or decreased accordingly.

69. Performance: Please provide applicable KPIs, inspection requirements, service deductions, and liquidated damages.

Response: The applicable performance standards, inspection requirements, deductions, and liquidated damages are contained throughout the RFP and Technical Specifications, including Sections 1.10, 1.27, 1.28, 1.29, and 1.30, as applicable.

Among other requirements, the Contractor must maintain required cleanliness and performance standards, conduct required inspections and quality-control activities, maintain approved minimum staffing, respond within specified timeframes, and correct identified deficiencies.

70. Renewal Pricing: How will pricing be adjusted during renewal years, particularly for wage, benefit, insurance, and supply increases?

Response: Prices shall remain firm during the initial Contract term. Any requested price escalation for a renewal period shall be governed by Exhibit B – Annual Price Adjustment.

Bidders shall state the fixed percentage price escalation, if any, requested for renewal periods in Exhibit B. Any annual escalation will be considered during evaluation and may not exceed the fixed percentage stated in the Bid. The Contractor must provide the required written notice within the timeframe established by Exhibit B.

71. Due Date Extension: Would TAIT consider extending the proposal deadline two weeks, from August 31 to September 14, 2026?

Response: No. TAIT will maintain the current proposal submission deadline of August 31, 2026, at 12:00 p.m. CDT. The Bid Opening will remain scheduled for August 31, 2026, at 1:00 p.m. CDT.

72. Thank you for the thorough responses in Addendum No. 1 the clarifications were very helpful in preparing our proposal. I'm writing to respectfully request a short extension to the proposal submittal deadline, currently set for August 31, 2026 at 12p. With the Mandatory Pre-Bid Conference and Site Walkthrough being tomorrow August 19th, contractors have a small window of time between the walkthrough and bid opening to translate site observations into a fully developed staffing plan, technical approach, and cost proposal. Also with this being a hard copy submittal that also compresses the timeline and only allows a few days before needing to print. A modest extension (one to two weeks) would allow us to submit a more thorough, well-priced response that better reflects the site conditions observed during the walkthrough.

Response: No. TAIT will maintain the current proposal submission deadline of August 31, 2026, at 12:00 p.m. CDT. The Bid Opening will remain scheduled for August 31, 2026, at 1:00 p.m. CDT.

73. I would like to clarify one additional point to ensure we fully understand the requirement before the mandatory pre-bid meeting. D&J's Versatile Maintenance LLC has prior janitorial experience working inside an airport as a subcontractor. The work was performed within the airport environment. Would this type of verifiable airport experience satisfy the requirement for at least one reference from an airport similar to or larger than Tulsa International Airport, or must the bidder have performed the airport contract specifically as the prime contractor?

Response: Verifiable janitorial experience performed by the Bidder as a subcontractor within an airport environment may be submitted to satisfy the airport reference requirement, provided the experience was performed by the Bidder itself, was of sufficient size, scope, and complexity to demonstrate relevant airport janitorial experience, and the reference can be independently verified by TAIT.

The Bidder shall clearly identify its role as a subcontractor, the scope of services actually performed, the airport where the services were provided, the period of performance, approximate size or scope of the work, and a contact who can verify the Bidder's performance. TAIT reserves the right to determine whether the submitted reference satisfies the requirements of Section 1.7.

74. Also, I would like to clarify one point from my previous email to make sure there is no misunderstanding. When I stated that D&J's Versatile Maintenance LLC had not performed janitorial services for an airport I meant it as previously held an airport janitorial contract, I was referring to not having served as the prime contractor directly under an airport contract. Hope this makes sense. However, we have performed janitorial services within an airport environment as a sub-contractor.

Response: Acknowledged. Please refer to TAIT's response to Question 73 regarding qualifying airport experience performed as a subcontractor.

75. Chris mentioned the current contractor has a power sweeper for the parking lots. Does that machine operate inside the parking structure, or only on the surface lots and roadways? Section 3.18(14) notes a five-ton weight restriction, and the answer changes what equipment we bring.

Response: The current sweeper is used inside the Parking Structure.

76. Is the Federal Inspection Services facility included within the Estimated Unit Quantities in the revised Exhibit A? It isn't a separate line item and there's no Exhibit E drawing for it, so I want to be sure it sits inside the numbers rather than being additional.

Response: Yes. The Federal Inspection Services (FIS) Facility is included within the scope of this solicitation, and its applicable cleanable square footage is included within the Estimated Unit Quantities contained in the revised Exhibit A. The FIS Facility is therefore not intended to be priced as a separate additional line item.

77. Could you please confirm whether new equipment is required at contract start, or if well-maintained commercial-grade equipment is acceptable?

Response: New equipment is not required at the start of the Contract. Well-maintained commercial-grade equipment is acceptable, provided it is safe, clean, in good mechanical and operating condition, sufficient in size and capacity to perform the required work, and meets all requirements of the Contract Specifications.

All equipment and tools are subject to review and approval by the Airport Representative. Equipment determined to be unsafe, unclean, inadequate, or otherwise unable to meet the Contract requirements shall not be used.

78. Is bid bond of 5% based on annual contract amount?

Response: Yes. The required Bid Bond or other approved bid guaranty shall be five percent (5%) of the Bidder's total first-year proposal amount. The Bid Bond is not required to be calculated based on the potential five-year value of the Contract, including optional renewal periods.

79. On page 11, the RFP states the cost proposal will be evaluated using the formula "lowest cost proposal divided by bidder's cost proposal times 10 points." We would appreciate clarification on how this formula is applied.

Response: The Cost Proposal category is worth a maximum of ten (10) points. The Bidder submitting the Lowest Responsive Cost Proposal will receive the maximum ten (10) points. All other responsive Cost Proposals will receive a proportional score using the following formula:

$$\frac{\text{Lowest Responsive Cost Proposal}}{\text{Bidder's Cost Proposal}} \times 10 \text{ Points} = \text{Cost Proposal Score}$$

For example, if the Lowest Responsive Cost Proposal is \$1,000,000 and another Bidder submits a Cost Proposal of \$1,050,000, the calculation would be:

$$\frac{\$1,000,000}{\$1,050,000} \times 10 = 9.52 \text{ points}$$

Accordingly, the lowest responsive cost receives the full ten (10) points, and each remaining responsive Bidder's Cost Proposal is scored proportionally in comparison to the lowest responsive cost.

80. Could you clarify whether the requirement means all, Terrazzo tile and composition floors must be stripped and waxed twice yearly, regardless of traffic level? Or can the contractor use professional judgment and with the approval from the airport to apply scrubs and recoat in low-traffic or good-condition areas instead of full strip and wax of entire airport?

Response: The Contractor shall perform the required floor care and periodic maintenance at the frequencies specified in the Contract Documents. Where the specifications specifically require stripping, refinishing, or other periodic floor treatment at a stated frequency, the Contractor shall include that work in its proposal and shall not assume that a scrub-and-recoat process may be substituted.

However, based upon the condition of a particular floor area, TAIT may approve an alternate floor-care method, including scrubbing and recoating, when the Airport

Representative determines that the alternate method will provide an equal or better result and maintain the required appearance and protection of the floor.

Any deviation from a specified stripping or refinishing requirement must receive prior approval from the Airport Representative. Bidders shall not reduce their proposed pricing based upon an assumption that TAIT will approve such substitutions.

81. Is there a specific form TAIT would like us to fill out for the Performance Bond upon contract award?

Response: See response to Question# 55

82. Are we allowed to deliver our sealed proposal by hand? Or is shipping the only acceptable delivery?

Response: Yes. Bidders may hand-deliver their sealed proposal. Shipping or courier delivery is not required. Regardless of the delivery method, the Bidder is responsible for ensuring that the sealed proposal is received by TAIT within the permitted submission period and no later than the proposal deadline.

Sealed proposals shall be delivered to:

*Tulsa Airports Improvement Trust (TAIT)
Tulsa International Airport
7777 Airport Drive, Suite A211
Tulsa, Oklahoma 74115*

The proposal must comply with all packaging, labeling, copy, and submission requirements contained in the Proposal Documents. The RFP requires proposals to arrive by the specified date and time.

83. Due to the requirement in the RFP about not receiving the proposal before 96 hours prior to the due date, may we request an extension to Wednesday 9/2, allowing us to ship Monday 8/31 and ensure timely delivery?

Response: No. TAIT will maintain the current proposal submission deadline of August 31, 2026, at 12:00 p.m. CDT. Bidders may hand-deliver their sealed proposals or utilize a courier or shipping service, provided the proposal is received within the timeframe established by the solicitation.

84. What is the current starting wage for janitors?

Response: TAIT does not establish the wage rates paid by the current Contractor. Bidders are responsible for developing their own wage and compensation structure necessary to

recruit, retain, and provide qualified personnel sufficient to meet all staffing and performance requirements of the Contract. The Contractor shall comply with all applicable federal, state, and local wage and employment laws.

85. Who buys the sand for trash receptacles? Us or TAIT?

Response: TAIT will furnish the sand required for the applicable trash receptacles. The Contractor shall be responsible for maintaining, cleaning, sifting, and replacing the TAIT-furnished sand in the receptacles as required by the Contract Specifications.

86. Where do we store/park street sweeper vehicles?

Response: TAIT will provide the successful Contractor with a designated office and operational area within the Terminal Building. This area will include an enclosed garage space that may be used for the storage and parking of the Contractor's street sweeper and other approved janitorial equipment. Use of the provided space shall be limited to activities and equipment associated with the performance of this Contract and shall comply with all applicable Airport safety, security, and operational requirements.

87. What's the height of the parking garage? (for street sweeper vehicle)

Response: The Parking Structure has a maximum vehicle height restriction of 7 feet 6 inches (7' 6"). The Parking Structure also has a maximum equipment weight restriction of five (5) tons.

88. What is the cost for employee parking?

Response: There is no charge for Contractor employee parking in the designated employee parking area assigned by TAIT.

89. Additional Personnel / Non-Scheduled Cleaning: "Under Section 1.27, if TAIT requires the Contractor to provide additional personnel due to unusually heavy passenger traffic, irregular operations, emergencies, holidays, or special events, will the additional labor hours be compensated under Bid Item 38 – Non-Scheduled Cleaning at the Contractor's man-hour rate, or are those additional personnel costs considered included in the regular contract price?"

Response: Additional personnel necessary for the Contractor to maintain the required service levels, performance standards, approved minimum staffing, or otherwise fulfill the regular requirements of the Contract shall be considered included in the regular Contract price and will not be separately compensated.

When TAIT specifically directs the Contractor to provide additional personnel for work beyond the regular Contract requirements, and such work is authorized in advance by the Airport Representative as Non-Scheduled Cleaning, the authorized labor hours will be compensated under Bid Item No. 38 at the Contractor's applicable man-hour rate.

All additional compensated labor under Bid Item No. 38 must receive prior authorization from the Airport Representative.

90. Extended Additional Staffing: If TAIT requires additional personnel for an extended period, such as several consecutive days, weeks, or a month, will those additional hours continue to be compensated under Bid Item 38 for TAIT-authorized man-hours actually worked, or would the Contractor be required to absorb those additional staffing costs as part of the regular contract price?

Response: Please refer to the response to Question 89. The duration of the additional staffing requirement does not, by itself, determine whether the labor is separately compensable.

Additional staffing necessary to meet the Contractor's existing Contract requirements is included in the regular Contract price. Additional staffing specifically requested by TAIT for work beyond the regular Contract scope may be compensated under Bid Item No. 38 for the TAIT-authorized man-hours actually worked, provided the additional work is approved in advance by the Airport Representative.

If an extended operational need results in a permanent or material change to the Contract scope, TAIT may address the change through an appropriate Contract modification rather than continuing to utilize Bid Item No. 38.

91. Kaivac – Frequency and Restroom Scope: The specifications appear to reference Kaivac restroom cleaning in more than one section with different frequencies. Please clarify whether Kaivac cleaning is required daily or weekly, and whether this requirement applies to all restrooms, including employee/staff restrooms and office-area restrooms, or only to public restrooms.

Response: Kaivac restroom cleaning shall be performed daily as part of the required heavy restroom cleaning performed during the non-peak cleaning period. The requirement applies to all restrooms included within the Contract scope, including public, employee/staff, office, tenant, and common-space restrooms, unless otherwise specifically directed by the Airport Representative.

END OF ADDENDUM NO. TWO