



ADDENDUM #1

April 26, 2021

TO: ALL POTENTIAL SUBMITTERS

FROM: RON VENTURELLA, BUNCOMBE COUNTY PROCUREMENT MANAGER

SUBJECT: ADDENDUM #1 FOR JANITORIAL SERVICES FOR HHS

The following changes, revisions, additions, and/or clarifications to the plans and/or specifications are hereby made a part of the original documents.

Addendum # 1

A mandatory pre-proposal conference and site visits were held on April 13, 2021 8:30am. The following individuals attend the meeting.

Ted Kearse – Jan Pro
Karene Corpening – A&B Cleaning
Mark Thompson – American Facility Services
Robert Lisenby – Jani King
John Lee – LGC Corp.
Skylar Lee – LGC Corp.
Jonathan Blakely – Quality Janitorial Group
Sean Bison – PPS
Thomas Priester – On Point Cleaning

The following questions were asked by interested parties (listed in no particular order):

I am requesting the following records: the previous award tabulation associated with this RFP. **There was not an RFP tabulation or scoring for the current contract.**

Was this service previously outsourced or were the services completed in-house? **Out sourced**

If the service was previously outsourced, is the scope of work the same as the previous contract? **Yes only minor changes in regards to locations that have day porters on site.**

Who provides consumables: paper towels, toilet tissue, soap, hand sanitizer, etc? **The County provides all of the above mentioned. Contractor is required to supply all cleaners and supplies to perform duties.**

Please provide the square footage for the buildings without the square footage listed on page 6 of the RFP (339 New Leicester Hwy - WIC West and 16 Forever Friend Lane – Animal Shelter). **Sq. Footage of the building is not relevant for Shelter due to only two hallways, bathrooms, lobby and offices are cleaned and mopped. All spaces that hold animals or functions of taking care of the animals are not**

included as parts that need to be cleaned by the contractor. 339 Leicester Hwy WIC space is about 2408 sq. ft. which includes kitchen shared with Sheriff's Dept.

On page 6 of the RFP, #3, it states that day porters should be provided for two buildings. Do you want the vendor to provide evening janitors for these two buildings as well or ONLY day porters? **Both. The day porters will not be able to completely clean these buildings without evening staff. Day porters do mostly wiping down high touch surfaces and responds to spills, and other needs etc. They should not be doing removing trash from the building until late afternoon prior to closing. It will be up to contractor to determine what duties can be done during the day in between responding to other needs.**

How would the County like the pricing provided in the submittals, Do you want: each building priced separately, after-hour/holiday price per hour, additional stripping per square foot, additional carpet cleaning per square foot, etc? **There should not be any after hour/holiday price or additional stripping costs associated with this contract, it that should be included in your quote. Submitters may provide pricing for each of the five buildings and/or for the whole contract.**

Can you disclose who the current contractor is and price being paid?
Quality Janitorial Group, Inc. @ \$319,038.84

Is a bid bond required?
A bid bond will not be required.

Does the trash have to be removed for each of the locations?
Dumpsters are provided at each building.

Any flooring that needs special care, e.g. terrazzo? **Terrazzo and VCT would need to be stripped and waxed.**

The following is to be added to Section 5.0 Scope of Work:

Section F. Carpets on page 10 – 4. All carpet shall be cleaned with a carpet cleaning machine per manufacturer specifications at least once a year and to send floor carpet schedule to Operations Manager so staff can be informed.

**END OF ADDENDUM #1
RFP JANITORIAL SERVICES FOR HHS**