

RFP NO: 19-20-02P - AMENDMENT TWO

**Guaranteed Janitorial Supplies, Equipment
and
Related Products Solutions, and Management Services**

September 25, 2019

This Amendment Two is issued to provide additional information, to assist in clarifications, and to reasonably support prospective suppliers and manufacturers in developing a responsive and responsible submittal package to this RFP. Due to the overwhelming response to our RFP, it is necessary to allot an additional time to provide interested proposers as much information as possible for competitive bidding and a crafting quality response.

This Amendment, further extends the *deadline date and time for this RFP from October 1st, 2019 to October 3rd, 2019 at 10:00 p.m.* Responses received after this date and time will not be accepted.

The below information is provided to addressed additional questions received after the initial Q & A period. A Departmental *Revised Janitorial Supply Listing with more specificity to description and specs but is generic to brand use (enclosed as Attachment 1).* Prospective suppliers shall be responsible in using the Utilization Data List to cross-reference to like items if required. This list developed by the using department to assist in market research in pricing equal or better products for this proposal request.

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Q1. May we turn in more than one proposal assuming they are clearly communicated separately?

Response 1. The RFP allows for optional pricing for unit pricing of supplies and equipment and by square footage. It is recommended that prospective suppliers provide one or both in their proposal for evaluation of cost. See revised Janitorial Supply Listing for descriptive and specification data.

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Q2. The RFP is asking for line item pricing of items and products. The title is "Guaranteed Janitorial Supplies, Equipment and Related Products, Solutions, and Management Services." What exactly is Guaranteed?

Response 2. Guaranteed means and relates to "guaranteed cost stability" and "guaranteed performance of service" to any contract resulting from an award.

Firm prices and/or discounts for the full term of the contract are preferred by the District, and offers of guaranteed price stability will be a consideration in award. Price increases as a result of supply, manufacturing, or transportation cost will be considered, but only upon written request, accompanied by DOCUMENTED, ACTUAL COST data and filed 30 days prior to the requested date of increase. No price increases will be considered during the first two years of the contract, or during the last year of the contract. The vendor must honor original pricing on all orders placed prior to the effective date of the approved increases. Price decreases shall be passed on immediately, as they become available. See Special terms and conditions in relations to this RPF.

RFP NO: 19-20-02P - AMENDMENT TWO

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Q3. The addendum states delivery hours are 7:00 a.m. - 4:00 p.m. Many schools cannot accept delivery during lunch hours due to cleaning personnel working in the Cafeteria.

Response3. Established schedules and hours of operations shall be worked out with the oversight official upon award of a resulting contract with a potential supplier. It shall be the responsibility of the prospective awardee to coordinate with the appointed School District official understand appropriate logistic details and schedules.

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Q4. Will delivery during lunch hours be acceptable for LCPS?

Response4. See response to question #3.

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Q5. Correction to question #3 provided in Amendment One was conveyed as information only for prospective suppliers to get a sense of current pricing by square footage:

Response5. It was previously stated that the total square footage listed was 4,074,370 @ .178 cents per SQFT. Actual total square footage increased in the district to 4,469,201 thus increasing the price per square feet to .182.

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Q6. Is new equipment also in the per square foot?

Response6. No.

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Q7. Do we provide equipment or are you asking for new equipment?

Response7. Equipment will be purchased as the need arises or the demand dictates. Under the previous contract the District's Janitorial Equipment Program was subject to budget constraints, in which School District seeks to establish a long-term replacement program of custodial equipment as the need arises to include maintenance, repair, and training services on the new equipment. It is the intent of the School District to replace and phase in standardized custodial equipment as needed to all of the sites over the life of the resulting agreement. This equipment replacement and service requirement. This approach eliminates our need to centrally warehouse any equipment by the School District and to minimize in-house servicing requirements. Existing equipment deemed un-repairable or an additional need is identified by the respective custodial staff member the item shall be slated for purchase, contingent upon funding appropriations.

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RFP NO: 19-20-02P - AMENDMENT TWO

Guaranteed Janitorial Supplies, Equipment and Related Products Solutions, and Management Services

Q8. The on wall dispensers you have up already, are you staying with the same brand Kimberly clark or change out to a new brand. (hand soap, towel, and toilet tissue dispensers).

Response8. Not in particularly. Upon selection of a new prospective awardee, the awardee shall replace existing commercially grade dispensing units of an approved brand by the School District official. The successful supplier shall be responsible for carrying sufficient inventory of all products to satisfy needs at all work sites. Future required change out or replacement installation of any existing supplier provided equipment, systems, or dispensing units as a result of product change or replacement shall be the responsibility of the supplier. Any potential cost to be incurred by the District shall be negotiated by both parties before any work is done.

The District prefers utilizing a vendor provided, and at no cost to the District, pushbutton chemical dispensing system at each user site which will meter the selected product at the correct dilution rate without waste.

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Information. This Amendment includes Special Contract Terms and Conditions for advisement and information to procurement documents. These terms shall become an integral part of this procurement.

➤ SPECIAL CONTRACT TERMS AND CONDIDITIONS

A. This agreement shall be an indefinite quantity, indefinite cost price agreement. The successful vendor shall extend pricing throughout the contract period to Las Cruces School District. The agreement may be extended by the successful vendor to any other public body pursuant to the New Mexico Procurement Code (Section 13-1-129, NMSA, 1978).

B. This agreement shall commence on date of award and remain effective through June 30, 2020. Pending mutual written agreement between the School District and the successful vendor, the pricing agreement may be extended annually for 12 month periods commencing July 1, 2021 through June 30, 2029. Contract renewal shall be contingent upon appropriation of funding and satisfactory performance and behavior of the awarded contractor. Prior to extending the agreement, any change to the prices shall be subject to review and written approval by the School District.

C. Any price increase during the effective contract period shall be considered and based upon, but not limited to, the latest revised percent change in the Producer Price Index for Commodities (Chemicals and allied products, Industrial chemical; Paper, pulp and allied products) plus any related cost factor impacting the custodial industry.

D. The contractor shall be responsible and carry insurance at capacities consistent with the State of New Mexico Tort Claims Act. The contractor shall provide proof of Insurance to the School District prior to contract execution.

E. The contractor shall be responsible for complying with the provisions of 22-10A-5 NMSA requiring two fingerprint cards from employees having unsupervised access to students. The cost to be incurred will be the responsibility of the contractor. The cards shall be submitted to the School District for obtaining the employees Federal Bureau of Investigation record. Convictions of felonies or misdemeanors contained in the Federal Bureau of Investigation record, if supported by independent evidence, may form the basis for the

RFP NO: 19-20-02P - AMENDMENT TWO

Guaranteed Janitorial Supplies, Equipment and Related Products Solutions, and Management Services

employment decisions for good and just cause. Records and any related information shall be privileged and shall not be disclosed to any person not directly involved in employment decision of Contractor's employee with unsupervised access to students.

F. Other terms and conditions may apply pursuant to NMSA 1978, 13-1-1 to 13-1-199 and NMAC 1.4.1.1 to 1.4.1.95 provisions of procurement.

THERE ARE NO FURTHER COMMENTS TO THIS AMENDMENT TWO. BE ADVISED NO FURTHER QUESTIONS SHALL BE ADDRESSED UNTIL SUCH TIME A SELECTION IS MADE WITH A SUCCESSFUL PROPOSER (S) AND/OR AFTER AWARD APPROVAL.

//Signed//

**Will A. Manning, CPO/CPPO
Director of Purchasing
Las Cruces Public Schools**

LAS CRUCES PUBLIC SCHOOLS REQUIRED PRODUCT & SUPPLY DATA			SUPPLIER - MANUFACTURER DATA				
DISCRPTION	SIZE	QUP	DESCRIPTION				
			ITEM#	PRODUCT #	BRAND/PRODUCT NAME	QUP	PRICE
GENERAL CLEANING PRODUCTS							
INSECTICIDE AEROSOL	12 - 18oz can	Case					
WINDOW CLEANER	Gal	Case					
MULTIPUPOSE CLEANER (for hard surfaces..removal of dirt, grime and grease)	Gal	Case					
GRAFFITI REMOVER	12 - 18oz can	Case					
CHALKBOARD CLEANER	12 - 18oz can	Case					
STAINLESS STEEL CLEANER	12 - 18oz can	Case					
FURNITURE POLISH	12 - 18oz can	Case					
RESTROOM CARE							
DISINFECTANT / DETERGENT CLEANER (hospital grade, HBV, safe on floors,walls, furniture, office equip. etc.)	Gal	Case					
BOWL / PORCELAIN CLEANER	Qt	Case					
BODILY FLUID CLEANER/KIT							
TILE & GROUT CLEANER	Gal	Case					
URINAL SCREENS		Dozen					
URINAL BLOCKS (para)	3oz	Dozen					
ODOR/ENZYME CLEANER	Gal	Case					
HAND SOAP DISPENSER/CASSETTE	Unit	Case					
FOAM HAND SOAP (for use in soap dispenser in restrooms, classrooms anywhere there is a sink)	1000ml	Case					
HAND SANITIZER DISPENSER/CASSETTE	Unit	Case					
FOAM HAND SANITIZER (for use in sanitizer dispenser in elementary cafeterias, classrooms)	1000ml	Case					
TOILET BOWL BRUSH/SWAB							
PAPER PRODUCTS							
ROLL PAPER TOWEL DISPENSERS	Unit	Case					
ROLL PAPER TOWELS (1000' White)	Case	Case					
TOILET PAPER DISPENSERS	Unit	Case					
ROLL TOILET PAPER (CORELESS JUMBO ROLLS 3 7/10 X 1150')	Case	Case					
FLOOR CARE							
FLOOR CLEANER (removes soil but leaves the shine. For resilient tile, vinyl, synthetic,wood, terrazzo,ceramic tiles)	Gal	Case					
FLOOR SWEEP (wax based, oil based saw dust)	50lb	Box					
FLOOR/POLISH RESTORER	Gal	Case					
FLOOR SEALER, CONCRETE	Gal	Case					
FLOOR FINISH/POLISH (high gloss for high traffic)	5 Gal	Pail					
FLOOR STRIPPER, FINISH/POLISH REMOVER	5 Gal	Pail					
NEUTRALIZER	Gal	Case					
FLOOR PADS							
20" HIGH SPEED BUFFING PAD	20"	Case					
20" LIGHT SCRUBBING/ BUFFING PAD (high & low speed)	20" & 12"	Case					
20" MED/HEAVY DUTY SCRUBBING PAD (low speed)	20" & 12"	Case					
20" STRIPPING PAD (low speed)	20"	Case					
19" CARPET BONNET (low speed)	19"	Case					
MOPS/DUST MOPS							
WET MOP - BLEND/COTTON	Lg	Each					
SPECIALTY FINISH MOP - RAYON/NYLON	Lg	Each					
MOP HANDLES (wood / stirrup quick change)	60"	Each					
DUST MOP HANDLES/FRAMES (Handle - Fiberglass / Frames-24",36".48".60")	various	Each					
DUST MOP RENT/DISPOSABLE - 4 Sizes (5X24, 5X36, 5X48, 5X60)	various	Each					
DUST MOP TREATMENT	Gal	Case					
CARPET CARE							
CARPET PRE-SPRAY	Gal	Case					
CARPET DEBROWNER	Qt	Case					
CARPET SPOT REMOVER	Qt	Case					
CARPET GUM REMOVER	Qt/Aerosol	Case					
TRASH CAN LINERS							
17X18 LINER 6 MIC	Case	Case					
30X37 LINER 16MIC	Case	Case					

40X48 LINER 16 MIC	Case	Case					
38X60 LINER (balck bags) 22.86 MIC	Case	Case					
GYM FLOOR CARE							
WOOD FLOOR GYM FINISH (high solids, urethane)	5Gal	Pail					
SOLVENT CLEANER	5Gal	Pail					
120 GRIT SANDING SCREENS	20"	Case					
T-BAR APPLICATORS (heavy weight)	18" & 24"	Each					
T-BAR REFILLS (lambs wool refill)	18" & 24"	Each					
WOOD BLOCK APPLICATORS	16"	Each					
WOOD BLOCK REFILLS (lambs wool pad)	16"	Each					
MISC. SUPPLY/EQUIP.							
LOBBY BROOM	48"L X 12"W	Each					
LOBBY DUST PAN (plastic)	11-1/3"W X 5	Each					
PUSH BROOM	24"	Each					
SCRUB PADS	6-1/10" X 3-3/5	Each					
SPRAY BOTTLES W/TRIGGERS	24oz 9-1/4"	Each					
FEATHER DUSTER	12"	Each					
PLYWOOL DUSTER EXTEND	52"-84"	Each					
WINDOW SCRAPPER	4"L X 1-5/8" W	Each					
PUTTY KNIFES	1.5" Blade, Stiff	Each					
UPRIGHT SCRUBBER HANDLE "DOODLEBUG"	60" X 15/16"	Each					
UTILITY PAD HOLDER "DOODLEBUG"	9" x 3-3/4"	Each					
UTILITY PADS (LIGHT DUTY & HEAVY DUTY)	4-5/8" X 10"	Each					
DISPOSABLE SURGICAL GLOVES - LATEX, NITRILE, VINYL - 4 Sizes (SM, MED, LG, XL)	various	Case					
FLOCKED LATEX/LINED GLOVES - 4 Sizes (SM, MED, LG, XL)	various	Case					
VACUUM BAGS for WINDSOR VERSAMATICS (upright vacuum)& WINDSOR VAC PACS (backpack vacuum)		Pack					

Janitorial Supply Product Catalog	Discount %	COMMENTS
1		
2		
3		
4		
5		
Signature of Authorized Company :		
Printed Name:		
Company Name:		
Date:		