

**ARLINGTON COUNTY, VIRGINIA
OFFICE OF THE PURCHASING AGENT**

INVITATION TO BID NO. 21-DES-ITBLW-373

ADDENDUM NO. 3

The County cannot stress enough the importance of reading the Solicitation in its entirety. Reminder: Anyone not in attendance at the Mandatory Prebid Conference cannot submit a response to this Invitation to Bid and no further questions will show in future addendums.

The following clarifications are made as a result of vendor inquiries:

1. Is it possible to get the current supply usages from the current contractor?

Answer: Supplies/chemical usage, at all facilities is \$44,519.01 per month

2. What are the monthly or annual costs to Arlington County for consumable products such as toilet tissue, paper towels, plastic trash bags, hand soaps, sanitizers, feminine hygiene products, batteries, etc.?

Answer: The cost per month to Arlington County is all inclusive of all work, personnel, equipment, materials and all charges that may be incurred. Please reference the current Contract prices in Addendum No. 2.

3. What is the County's annual spend? a. What is the current value of this contract?

Answer: Please reference Addendum No. 2

4. Any union issues? a. Collective bargaining agreement? b. VA is a right-to-work state, but there is a union.

Answer: No.

5. Are there any fees for background checks? a. Who will perform these background checks? b. Is a general background check acceptable or do you use a specific system?

Answer: Yes, the County will incur all charges for background checks for Option A, Justice Center and Option D, Water Pollution Control Bureau. The Arlington County Sheriff's office will perform the background checks.

6. Are there any fees that must be endured for false alarm responses?

Answer: Please Reference Scope of Services.

7. What is the head count for each site? a. What is the head count for each group of expected consumables? i. Approximately how many people use these facilities?

Answer: Head count for each site and each group of expected consumables not available. The General Public has access to many of the facilities (i.e. Public Libraries, Recreation centers, etc.).

8. What is the total number of chairs at each site cleaned annually?

Answer: The estimated total number of chairs per Option is listed below.

Option A 300 chairs

Option B 450 chairs

Option C 400 chairs

Option D 100 chairs

9. Can you break out the square footage for carpet and vct?
Answer: Information is not available.
10. Will QA be required at all sites weekly or specific sites?
Answer: Please reference the Revised Scope of Services.
11. What will the transition period coordination between the new and old vendor look like? Who will provide deliverables? How long will this period be?
Answer: Please read the Revised Scope of Services.
12. Regarding the floors in the gym, basketball court, and concrete, how is the incumbent cleaning these floors?
Answer: Please read the Revised Scope of Services.
13. How many employees do you have working at these facilities?
Answer: Please reference the Revised Scope of Services.
14. In terms of percentage, how much does use of these facilities by the public vary based on the season?
Answer: Information not available.
15. How long has the incumbent held this contract prior to the previous five years?
Answer: The incumbent has held the contract since 2013.
16. Currently there is only the Submit a Question button. Could you please advise if there will be a Proposal Submission button later? This is our first time using this portal, could you please direct us to the vendor registry handbook or anything related to navigate the site?
Answer: There is a "Submit Bid" Button next to the "Submit Question" Button. If you have questions or need assistance, please call [\(844\) 247-4220](tel:8442474220) or email cservice@vendorregistry.com.
17. Since Arlington County is a Union Environment and any building over 100k square feet is normally a Union janitorial staff-only building, has this ever been a union contract with union employees?
Answer: No
18. Can the building janitorial staff ever be converted to union employees? A. Is there a regulation or law preventing the janitorial staff from joining the union?
Answer: No.
19. Please provide the seniority list of the current contractor.
Answer: Information not available.
20. What is the square footage of the government furnish office/storage for contractor?
Answer: Information not available.
21. Please confirm, if the proposer needs the below to submit the bid
a) license from Virginia
b) an physical office in Virginia
Answer: Please refer to the Bid for the Business License. A physical office in Virginia is preferred.

22. Provide the quantity of elevators and escalator on the location.
Answer: Please review the Justice Center floor plans for the quantity of escalators. Escalators are only located in the Justice center. There are approximately 50 elevators for the entire solicitation
23. Do we have a carpet in Aerobics area? if yes than please provide the square footage for the same.
Answer: No.
24. How many benches are available in Exercise/weight room to wipe down?
Answer: Information is not available.
25. Please confirm, if we have to provide the custodians only for 5 hours a day (Monday through Friday) as per the timings 5:00 p.m. to 10:00 p.m available on the Schedule point on ITB.
Answer: Please reference the Revised Scope of Service.
26. Please provide the quantity of sinks, toilets and urinals on Restroom Facilities.
Answer: Information is not available.
27. Please provide the quantity of Carpets, Rugs and Drapes on the location.
Answer: Information is not available.
28. Please provide the quantity of water fountain
Answer: Information is not available.
29. Please provide the square footage of Wood Basketball Courts where 2 coats oil base polyurethane needs to be apply.
Answer: The wood basketball courts are regulation size basketball courts.
30. Please provide the quantity of microwave in break room in equipment bureau.
Answer: There are two (2) microwaves in the break room in the equipment bureau.
31. Please provide the square footage of Barcroft Garage & Trades Center Garage, Network Operations Center, Impound Lot, Trades Center support.
Answer: Information is not available.
32. Please confirm, if the night cleaning employee and night porter are the same.
Answer: Night porter and night cleaning are the same.
33. Please confirm, if the Thomas Building (2020) & 2020 2020a building are same. if not than please provide the square footage for Thomas building (2020).
Answer: The Thomas Building (2020) & 2020 2020a are two different address for the same loction. Square footage for Thomas building is not needed because the awarded vendor will only clean 2020a.
34. Please confirm, If we need to clean the interior and exterior windows on the location Arlington County Office Building. If yes then please provide the number of windows on the locations.
Answer: No, the Contract do not have to clean the interior and exterior windows.

35. Please provide the quantity of chairs that needs to be cleaned annually on the location Arlington County Office building.
Answer: Please see the response to question number 8.
36. Please provide the Carpet square footage of Auditorium on the location Central Library, Arlington County Office building.
Answer: The estimated square footage for the Auditorium is 1,000.
37. Please provide the Restroom square footage on the location Walter Reed Recreation Center.
Answer: Information is not available.
38. Please provide the square footage of the Canteen, basket ball court, wood exercise room on the location Walter Reed Recreation Center.
Answer: Information is not available.
39. As per building information, the daily hours for Arlington County Office Buildings: Court Square West is 16 hours. Do we appoint 2 employee for 8 hours each.
Answer: The daily hours for Arlington County Office Building: Court Square West is four (4) Custodians for four (4) hours for a total of 16 hours.
40. We have the details of required supplies in ITB. Could you please provide the monthly quantity for the same.
Answer: Supplies/chemical usage, at all facilities is \$44,519.01 per month
41. Please confirm the term for the initial contract will start from January, 2021.
Answer: The County anticipates the term for this contract to begin January 1, 2021.
42. Please provide the quantity of fabric furniture that needs to be vacuumed.
Answer: Please see the response to question number 8 for the estimated number of chairs.
43. Please confirm, if the PANDEMIC (COVID) cleaning is for all the locations.
Answer: The pandemic covid cleaning prices are for confirmed cases that occur in all of our facilities.
44. Please confirm, if the details for reduced services are for COVID-19 cleaning.
Answer: No.
45. Could you please guide us to get authorized to transact the business in commonwealth of Virginia.
Answer: Please reference Section I. Information For Bidders, 5. Authority to Transact Business.
46. Please confirm, only the successful bidder will submit the performance and payment bonds.
Answer: Performance and Payment Bonds in the amount of 100% of the award will be required of the successful bidder.
47. How many mini blinds are there at each location?
Answer: Information is not available.

48. FYI - Please note, the first year annual cost prices for "535-14LW South Arlington Contract Pricing" in the "Addendum 2" doesn't sum up with the total. There is a discrepancy of \$2000. As per pricing the total is \$651,211.36 and as after adding the each location amount the total is \$649,211.36.
Answer: The corrected amounts below.

Revised Bid Form Pricing, dated April 21, 2020

FOR PROVIDING CUSTODIAL SERVICES IN SOUTH ARLINGTON PER THE TERMS, CONDITIONS AND SPECIFICATIONS OF THIS SOLICITATION:

I. PRICING

LOCATION	Current Monthly Price (April 2020 to June 2020)	New Monthly Price (1.5% Increase)	Total Cost From July to December
1. Equipment Bureau/Car Wash	\$ 3,369.23	\$ 3,419.77	\$ 20,518.62
2. Solid Waste/Bureau	\$ 4,667.11	\$ 4,737.12	\$ 28,422.72
3. Water/Sewer/Streets Admin./Water Contr	\$ 7,838.15	\$ 7,955.72	\$ 47,734.32
4. WETA Building	\$ 8,547.28	\$ 8,675.49	\$ 52,052.94
6. Barcroft Sports and Fitness	\$ 12,790.85	\$ 12,982.71	\$ 77,896.28
7. Shirlington Bus Station	\$ 2,288.83	\$ 2,323.16	\$ 13,938.97
8. Shirlington Library	\$ 8,940.50	\$ 9,074.61	\$ 54,447.65
9. Trades Center Day Porter (Parking garage	\$ 3,477.97	\$ 3,530.14	\$ 21,180.84
11. Aurora Hills (Saturday evening only)	\$ 1,660.90	\$ 1,685.81	\$ 10,114.88
12. Parks and Operations Building	\$ 6,252.64	\$ 6,346.43	\$ 38,078.58
13. Police Impound Lot	\$ 2,288.83	\$ 2,323.16	\$ 13,938.97
15. Pentagon City	\$ 1,258.00	\$ 1,276.87	\$ 7,661.22
GRAND TOTAL			\$ 385,985.99

49. We would like to seek further clarifications based on the previous Q&A regarding to the Living Wage were answered via Addendum 2 (Q&A 1,2,and 3). Current living wage is \$15/hr effective from now to 6/30/2021. Assuming the new contract's base period is 1/1/2021 – 12/31/2021. For Example: assuming if on 7/1/2021, the living wage increases from \$15/hr to \$16/hr (6.25% increase), and on around Oct 2021, the CPI-U rate is 2%: o Question 1: Is it correct that the contractor does not have to pay its employee the \$16/hr until 1/1/2022 (not 7/1/2021) when the contract renew for option period starts on 1/1/2022-12/31/2022? If not, please clarify the effective date that Contractor has to pay its employees the new living wage? o Question 2: Will the County allows the contract price to be adjusted to add 6.25% (Living Wage) for its renewal period regarding to the Living Wage increase? And the contract price will be automatically adjusted by the County? o Question 3: If the County allows for the Living Wage price adjustment, will the County also allow Contractor to request for price adjustment based on CPI-U in addition to the Living Page % increase (6.25% for Living Wage + 2% for CPI-U), total of 8.25% increase?

Answer: The Contractor is responsible for paying the new Living Wage rate at the new renewal contract term. CPI-U can be requested according to the timeline of the contract. They are two different things both within the same renewal period. It is possible to have a Living Wage rate increase, and if requested within the stated contract timeline, to also request an increase in the CPI-U. The CPI-U increase is a request to be approved by the County. The Living Wage rate increase is required and the Contractor must be compliant.

50. Please confirm, if we can we take \$15.00 per hour for Ground, Night, Evening and Porter as well.
Answer: The Current Living Wage rate is \$15 per hour. The Living Wage rate is the minimum rate employees performing work under the contract must be paid.

51. Page 7 under Section 17-Qualification of Bidders. It is requires that bidders to submit 3 similar recently completed contracts. For each contract, must include the required information such as contract name, contract description...final contract cost. Please clarify regarding to Contract Manager's name, telephone number, and address. Does the County wants our project manager's POC information or the County wants our customers' POC information?

Answer: Please provide the Contract Manager's name of the customer's point of contact.

52. Bid form requires to submit Proof of 3 years of experience in providing custodial services at Courthouses ab Detention Centers to bid on Justice Center. - What kind of document as proof can I submit?

Answer: A reference form attached to the solicitation may be used or a separate documentation for submittin proof of 3 years experience.

53. Bid form requires, Proof of three (3) years of experience providing custodial services in Federal, State and Local and Industrial or Trades facilities - What kind of proof can I submit? will Business licenses for 2018-2020 qualify this requirement?

Answer: A reference form attached to the solicitation may be used or a separate documentation for submittin proof of 3 years experience. No, a Business Licenses for 2018-2020 qualify for this requirement.

54. What type of toilet, paper towel and soap dispenser are being used at each location?

Answer: We use industry standard dispensers. We have single rool, jumbo roll dispensers for toilet paper. We have c/fold, multifold, and roll towel dispensers for papertowels. Industry standard toilet seat cover dispensrs. The soap dispensers are refillable soap dispenser. We have both plastic and stainless steel dispensers..

55. Please confirm the only staffing for Arlington County Detention is for one day porter 5 days a week, Monday through Friday, 8 hours a day, 8AM-5PM?

Answer: We are asking for 2 evening porters 5pm-9pm to work in the Arlington County Detention Facility.

56. Does bidder pricing for Arlington County Detention, Option A (Full-Service and Reduced-Service), have to include consumable products for the center? If so, what is the average monthly employee/resident population?

Answer: How does this affect your response to the Bid?

57. What is the staffing expectation for the George Washington Baseball Club House?

Answer: The contractor will clean the locker room, resstrooms , offices , and front lobby of the building The cleaning starndards are outlined in the silication.

58. Please verify the hours for the evening porter at Lone Bridge Aquatics Center?

Answer: See the Bid.

59. Would County be amendable to a Cost Plus program for all consumable products with bidder? That is, bidder's monthly costs for consumables billed back monthly to Contractor with supporting documents?

Answer: This is a bid. Submit your price according to the Bid Form.

60. If any Project Managers for this opportunity have not been identified, may bidder submit a detailed job description instead of the requested resume?

Answer: Resumes are required.

61. What is the Scope of Work for Arlington County Detention?

Answer: See the Bid

62. Is an Arlington County Business License required to be submitted with bidder’s proposal?

Answer: Please see response to question 21 above.

63. Is there a cost to the bidder for background checks/screening conducted by the County for bidders’ employees? If so, what is the cost per submission?

Answer: See the Bid

64. Can you clarify that if the most current price is including Living wage requirement? If so, what is the living wage reflected in the current price? Also, did last solicitation require to be based on the living wage?

Answer: The current price is based on the work required by the contract. The current Living Wage rate is \$15.00 per hour.

65. Can you provide the copy of last solicitation?

Answer: Solicitation No. [803-15](#) and No. [17-007-ITB](#) are located on eVA (<https://mvendor.cgieva.com/Vendor/public/AllOpportunities>)

The balance of the solicitation remains unchanged.

Arlington County, Virginia

Tomoka Price, VCO, VCA
Procurement Officer
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RETURN THIS PAGE, FULLY COMPLETED AND SIGNED, WITH YOUR BID:

BIDDER ACKNOWLEDGES RECEIPT OF ADDENDUM NUMBER 3.

FIRM NAME: _____

AUTHORIZED SIGNATURE: _____ **DATE:** _____