

Custodial RFP 2017-09-01 Q&A #3

1. Hourly Employee and Wage information provided by ABM on current contract.

Number of hourly employees 88. Average hourly wage rate \$8.62

2. Item IV. A, RFP page 4, Scope of Program. Contractor is to provide full custodial services according to Attachment C. Does Whitfield County expect that deep summer cleaning will be performed within the total days listed on the pricing schedule?

The days listed on Attachment C are the school days / days employees are present. Summer and /or holiday cleaning would be in addition to these.

3. The price pages in the RFP (Attachment C, pp. 29-30) list 'day partial' to be added to full days. Please define a 'day partial' in terms of hours per day.

The "Partial" indicates that only a limited number of persons will be in the facility on those days.

The High Schools are 190 days with students, the 50 days will be with administrative staff and some in school activities / classes but not the full complement of students in attendance.

The 240 / 20 day for Operations is 240 days for full service and 20 day for Bus Garage and Maintenance restroom clean / restock only.

4. Item V.A requires a bid bond of 5%. Is a performance bond required? If so, what is the performance bond amount?

----- TBD -----

5. Item VI.B lists award criteria. Will you please provide weights that will be assigned to each of the criteria?

Cost 30%

Understanding & Ability to Meet all Service Requirements 25%

Satisfactory Service Record 20%

Training, Qualifications & Experience of key personnel. 15%

Annual Report or Financial Statement 10%

6. Item VII.C says the district has Termination for Convenience. Will the district consider giving a mutual Termination for Convenience for the successful contractor?

----- TBD -----

7. Student count at Career Academy (unless it is Phoenix High)?

275 Career Academy, 149 Phoenix High and 300 Georgia Northwestern. Total 724. Phoenix and Georgia Northwestern are inside Career Academy building and included in sq.ft.

8. Population of Central Office?

39 ea. 240 day

9. Population of Student Services Center?

30 ea. 190 day and 10 ea. 240 day employees.

10. Population of Operations Complex?

Ops - 11ea. 240 day employees

Maintenance (Ops building) 18ea. 260 day employees who clock in / out in this building

Food Service mobile - 5ea 240 day employees

Bus Garage - 4ea. 240 day employees / 9ea. 260 day employees full time.

11. How many facilities have gymnasiums that will need ceiling cleaning?

There are 23 gyms in 21 locations (2 schools have auxiliary gyms)

12. What is the average height of the gym ceilings?

33-35 ft. on average. CCH is approximately 45 ft.

13. How many locations, if any, will the vendor need to use a lift to change light bulbs?

Career Academy common area (est. 30ft.). Whitfield County changes lights in gyms.

14. We will have our supplies delivered to a central location then we will distribute to each school—correct?

We want the quote to include the vendor supplying their own office and warehousing space.

15. Is there going to be a suggested minimum wage rate?

See average wage response above.

16. In some of the smaller schools, is it acceptable to have a part-time Day Porter?

No.

17. The exterior window cleaning and the gym ceiling cleaning is not currently being performed—correct?

Exterior window cleaning - Yes. The gym high dusting – We are being more specific in our requirements than before.

18. Do the janitor closets have electrical outlets in them?

Most – Yes. A few may not.

19. Do you know how many employees the current provider is using?

See average wage rate response above.

20. Could exterior window washing be performed on some schools other than during summer break?

Yes. On other school holidays or after hours.

21. The Career Academy is the only facility that is open 12 months and will dictate that stripping & waxing be done on weekends only—correct?

Correct.

22. Will the successful vendor have the opportunity to discuss a price increase after the first year of the contract?

Yes, but must be approved by Whitfield County Schools. An unacceptable price increase could result in changing vendors. We do not desire to enter into a contract with a low bidder who desires to raise prices dramatically after a year of service. Price increases must be justified by market forces.

23. Please confirm that the vendor is responsible for office space

Yes. In initial proposal, everyone assumed vendor provides office and warehouse space for product storage.

24. Page 6, TAB 4 - It says to submit "number of total daily hours listed on Attachment "C" at each school. I do not see a section listed for hours on Attachment "C". Also, please let us know if you want the day porter hours separated from the night time cleaning hours.

I have added a column to the spreadsheet and will post on Vendor Registry for download.

----- Do we want separate hours? -----

25. What is the total annual value of the current contract?

Approximately \$2.2MM

26. Has the scope of services changed from the current contract to the new RFP?

Yes. We have been more specific on our requirements in areas.

27. For full time employees such as day porters, we must offer healthcare benefits under federal law. Do you want the estimated costs for healthcare to be included in the annual price or do you want us to bill as the healthcare costs are incurred?

Submit bid including all labor costs. No additional billing.

28. Do you have a minimum requirement for the number of Area Managers as described on page 8 of the RFP?

We are expecting a high service level. The necessary staffing will be up to the respondent. We are not the experts.

29. Do you have an estimated annual costs for toilet paper, paper towel, trash liners, hand sanitizer, and soap?

Again, this is up to the respondent to tell us. We have never tracked this cost, so we have not basis to give an estimate

30. For Attachment C - can you give more clarity on what you mean by "Pricing Schedule 190 Day Full 50 Day Partial"? What do you mean by 50 Day Partial? Same question applies to "Pricing Schedule 240 Day Full 20 Day Partial"

I believe this is covered adequately in #3.