



## ADDENDUM NO. 3

Issue Date: January 3, 2022

Project Name: Custodial Services for County Administration Complex

Bid Number: 2022022

Bid Opening Date: **January 11, 2022**

This addendum is being released to answer questions received to date. The information and documents contained in this addendum are hereby incorporated in the invitation to bid.

### Questions and Answers

1. Will electronic bids be accepted? If so, do we just email to [purchasing@ircgov.com](mailto:purchasing@ircgov.com) ? **No, we do not currently accept electronic bids.**
2. Are we able to submit a written proposal with supporting documentation for review or will you only consider the bid form and other required forms from the ITB packet? **The bid will be awarded to the lowest, responsive, responsible bidder; therefore, proposals are not requested. Supporting documentation may be provided as evidence of responsibility to perform the work, however the Qualifications Questionnaire will be the primary source reviewed for this determination.**
3. What level background check is required for all staff? **Please refer to item 7 under Minimum Contractor Requirements.**
4. Are any immunizations required and if so, specifically which immunizations? **No immunizations are required for entry to our facilities.**
5. Are all buildings closed without any service on all 11 holidays listed? **Yes, all three Admin Complex buildings are closed on the 11 holidays.**
6. Is the SF provided, the total building SF or only cleanable space? **The SF provided is the total building square footage.**
7. It appears the only special floor care included is quarterly strip and wax of VCT. What is the total amount of VCT included in this service? **There is approximately 2500 SQ FT of VCT, this square footage is estimated so it is encouraged that the contractor walk the sites during normal operating hours.**
8. Is there a janitor closet with water source on each level of each building? **Please see Addendum 2, Question 3.**

Addendum 4

9. Will a master key for all offices/rooms included in scope be provided for each building? **Electronic access cards/ keys will be made available to the awarded contractor.**
10. Will we be provided an office space at any of the facilities and if so, will it include phone line and internet? **No office space will be provided.**
11. Who is current contractor? **The current contractor is High Sources Inc.**
12. Is solicitation because contract is up or because of issues related to quality of service? **The current provider was given a 60-day notice of intent to terminate.**
13. What is current annual spend for the services included in the ITB? **Please see Addendum 2, question 2.**
14. What are current pay rates for the housekeeping staff? **We have no record of what the current contractor is paying its staff.**
15. The contract anticipated to start March 1, 2022 for 1 year with 2 optional 1-year extensions. Will a price escalator be considered to comply with minimum wage legislation and subsequent wage increases slated for September 30 of each year? **No escalator will be considered.**
16. Will you be awarding contract to the lowest priced bidder? **The contract will be awarded to the lowest, responsive, responsible bidder.**
17. Is there weighted criteria for a Florida based business? **No weighted criteria for a Florida based business.**
18. Is there weighted criteria for MBE certification? **No weighted criteria for an MBE certification.**