



Jayne Burritt, Administrator/CEO

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**Solicitation Number:** 2024.014

**Addendum Date:** February 28, 2024

**Closing Date:** March 27, 2024 @ 11:00 A.M. Eastern Time

**Total Page(s):** 7

Jon Clark

Scott Davis

Brian Gard

Rob Glass

**Questions/Answers:**

**Question #1:** Asked during Pre-Proposal Conference- In section 2.5, in regards to background checks, are there any different buildings that need different background checks?

Chuck Severance

John Wright

**Answer #1:** Yes, there is an area in the City County Building, the district attorney's office, that will require additional background checks as well as the Public Safety Building.

**Question #2:** Asked during Pre-Proposal Conference- Is the Riverwalk property part of World's Fair Park?

**Answer #2:** No.

**Question #3:** Asked during Pre-Proposal Conference-Will the buildings be awarded individually?

**Answer #3:** This is a multiple-award contract and will be awarded in groups. You may bid on certain properties or all properties, this is completely dependent upon your company's capacity.

**Question #4:** Asked during Pre-Proposal Conference- What are the hours for the World's Fair Park?

**Answer #4:** As stated in the RFP, it is summer months from 7am-4pm and 6pm-10pm and winter months from 8am-4pm, seven days a week.

**Question #5:** Asked during Pre-Proposal Conference- When there is an event for the World's Fair Park, the cleaner assigned to clean the park during the day, will that cleaner count for the event?

**Answer #5:** No, this should be in addition to.

**Question #6:** Asked during Pre-Proposal Conference- How do we know when there is an event for the World's Fair Park?

**Answer #6:** On the World's Fair Park website is an events calendar. Additionally, the PBA designee will try and provide a 1-2 week notice.

**Question #7:** Asked during Pre-Proposal Conference- Is floor care still part of this solicitation?

**Answer #7:** Floor Maintenance Services has a separate contract and that RFP is also open right now.

**Question #8:** Asked during Pre-Proposal Conference- Are site visits required?

**Answer #8:** No, site visits are not mandatory.

**Question #9:** Asked during City County Building Site Visit- How many restrooms?

**Answer #9:** 92.

**Question # 10:** Asked during City County Building Site Visit- How many people are in the building daily?

**Answer #10:** On average, there are between 600-700 people trafficking the building.

**Question #11:** Asked during City County Building Site Visit- Is PBA going to change the paper towel dispensers to dual rolls?

**Answer #11:** No, not currently.

**Question #12:** Asked during City County Building Site Visit- Is there cleaning on the weekends for this building?

**Answer #12:** Yes, the RFP states which areas need weekend cleaning.

**Question #13:** Asked during City County Building Site Visit- Is the garage cleaning schedule the same as the building?

**Answer #13:** No, the RFP states the schedule for the garage is Monday, Wednesday, Friday, and Sunday.

**Question #14:** Asked during Volunteer Landing Site Visit- Looking over at the Greenway, how much foot traffic does this property have?

**Answer #14:** Not much in that area.

**Question #15:** Asked during Volunteer Landing Site Visit- How many restrooms?

**Answer #15:** 2 singles with hand dryers.

**Question #16:** Asked during Volunteer Landing Site Visit- How many events are at this location?

**Answer #16:** About five events during the year. During football season, porta johns will be provided, but does not need to be maintained by the contractor.

**Question #17:** Asked during Summer Place Site Visit- How many times per week does the garage need to be cleaned?

**Answer #17:** The RFP states Monday, Wednesday, and Friday.

**Question #18:** Asked during Summer Place Site Visit- How will we handle properties that are not completed?

**Answer #18:** When construction is complete, the completed square footage will be amended to the contract.

**Question #19:** Asked during World's Fair Park Site Visit- If the contract starts on July 1<sup>st</sup>, does the contractor need to have enough staff and be ready to begin on July 4<sup>th</sup>?

**Answer #19:** Yes.

**Question #20:** Asked during World's Fair Park Site Visit- Where can we store the utility vehicle?

**Answer #20:** There is a caged area under the bridge beside the base of the Sunsphere. There is a camera and alarm system for that area.

**Question #21:** Asked during World's Fair Park Site Visit- Is the contractor responsible for turning off the fountains during the summer months?

**Answer #21:** No, Security will turn these off at 9:30pm each evening.

**Question #22:** Asked during Lawson McGee Library Site Visit- What is the occupancy of this building?

**Answer #22:** Approximately 350 staff and patrons daily.

**Question #23:** Asked during Knox Central Site Visit- What is the start time for this property?

**Answer #23:** This is evening cleaning only, Monday through Friday. The maintenance area is Fridays only and the attached Credit Union is every other Friday between 2pm-3:30pm.

**Question #24:** Asked during Knox Central Site Visit- What needs to be cleaned in the maintenance shop?

**Answer #24:** Just the three office areas.

**Question #25:** Asked during Knox Central Site Visit- Is the square footage listed in the RFP, the square footage we need to clean?

**Answer #25:** Yes.

**Question #26:** Asked during Knox Central Site Visit- If the contractor finds candles still burning during cleaning, do we need to notify anyone?

**Answer #26:** No.

**Question #27:** Asked during Knox County Public Works Site Visit- Who provides the urinal mats?

**Answer #27:** These are provided by the tenant.

**Question #28:** Asked during Knox County Public Works Site Visit- In building F, which parts of the shop needs to be cleaned?

**Answer #28:** The restrooms, break areas, office areas, and waiting rooms.

**Question #29:** Asked during Public Safety Building and Garage Site Visit- How many workers will be needed?

**Answer #29:** The RFP states one full-time day porter and if needed, 1-2 part-time cleaners.

**Question #30:** Asked during Public Safety Building and Garage Site Visit- How many restrooms are in this property?

**Answer #30:** 75.

**Question #31:** Asked during Public Safety Building and Garage Site Visit- Are the offices cleaned daily?

**Answer #31:** Yes.

**Question #32:** Asked during Public Safety Building and Garage Site Visit- Are there areas in Building A that do not get cleaned?

**Answer #32:** Yes, those areas include the detective offices and other marked sensitive areas.

**Question #33:** Asked during Public Safety Building and Garage Site Visit- Does the contractor provide the paper towels?

**Answer #33:** Yes.

**Question #34:** Asked during Public Safety Building and Garage Site Visit- Where are the mop sinks located?

**Answer #34:** In Building B, on the first floor, and in Building C, on the third floor.

**Question #35:** Asked during Public Safety Building and Garage Site Visit- How many stairwells are in the garage?

**Answer #35:** 2.

**Question #36:** Asked during Public Safety Building and Garage Site Visit- Does the square footage include total spaces to be cleaned?

**Answer #36:** No, it has recently been updated, the correct square footage to be cleaned is now 153,177 square feet.

**Question #37:** Asked during Public Safety Building and Garage Site Visit- Does the garage follow the same cleaning schedule as the buildings?

**Answer #37:** Yes.

**Question #38:** Asked during Public Safety Building and Garage Site Visit- In Building B, do all the floor plans look the same?

**Answer #38:** Yes, all levels mirror each other and are triangular.

**Question #39:** Asked during Public Safety Building and Garage Site Visit- In Building B where the gym is located, does the contractor clean the gym equipment?

**Answer #39:** No, just the floors and glass doors.

**Question #40:** Asked during Public Safety Building and Garage Site Visit- Does the judges' rooms have restrooms?

**Answer #40:** No.

**Question #41:** Asked during Public Safety Building and Garage Site Visit- How many floors are in Building B?

**Answer #41:** 3.

**Question #42:** Asked during Kat Magnolia Facility Site Visit- About how many people are in and out of this building daily?

**Answer #42:** About 30.

**Question #43:** Asked during Family Justice Center Site Visit- When does the building need to be cleaned?

**Answer #43:** As stated in the RFP, after 2pm.

**Question #44:** Asked during Family Justice Center Site Visit- Where is the mop sink located?

**Answer #44:** On the second floor.

**Question #45:** Asked during Family Justice Center Site Visit- When does the recycling need to be taken out?

**Answer #45:** Every Monday.

**Question #46:** Asked during Karns Senior Center Site Visit- Do we do anything with the gym equipment?

**Answer #46:** Yes, wipe down the equipment, clean the floors, and take out trash.

**Question #47:** Asked during Farragut Library Site Visit- The library is open six days a week, but we are only cleaning five days a week, will that change?

**Answer #47:** No, it will stay five days a week.

**Question #48:** Asked during West Knox Senior Center Site Visit- Are all senior centers cleaned at night?

**Answer #48:** Yes, the RFP states after hours only.

**Question #49:** What is the pricing by location for the current contract?

**Answer #49:** See table below.

Contractor 1		
City County Bldg.	\$ 39,294.50	Monthly
Juvenile Justice Center	\$ 9,542.95	Monthly
KAT Transit Center	\$ 7,578.23	Monthly
KAT Magnolia Facility	\$ 3,364.73	Monthly
KC Library - Corryton	\$ 426.43	Monthly
KC Library - H. Pinkston	\$ 708.34	Monthly
KC Library - Mascot	\$ 323.90	Monthly
Parking - DKG Garage	\$ 1,408.52	Monthly
Parking - Jackson Ave. Lot	\$ 222.29	Monthly
Parking - Magnolia Lots 1&2	\$ 442.91	Monthly
Parking - I40 Lots East/West	\$ 442.21	Monthly
Parking - Hill Ave. Lot	\$ 112.27	Monthly
Senior Ctr. - Corryton	\$ 785.80	Monthly
VL - Gateway Center	\$ 505.22	Monthly
Carter Library	\$ 467.97	Monthly
Senior Ctr. - Carter	\$ 1,190.06	Monthly
E-911	\$ 2,357.67	Monthly
Library - Farragut	\$ 1,066.37	Monthly
Library - Halls	\$ 1,256.96	Monthly
County Clerk Halls	\$ 701.69	Monthly
Library - Karns	\$ 893.53	Monthly
Senior Ctr. - Karns	\$ 486.70	Monthly
Library - Lawson McGhee	\$ 5,284.18	Monthly
Library - North Knox	\$ 546.38	Monthly
Library - Norwood	\$ 516.44	Monthly
Old Knox County Courthouse	\$ 5,725.77	Monthly
Library - Sequoyah	\$ 516.44	Monthly
County Clerk South	\$ 656.98	Monthly
Library - South Knox	\$ 632.92	Monthly
Senior Ctr. - South Knox	\$ 947.00	Monthly
UT/TVA Tower Plaza	\$ 1,273.07	Monthly
UT/TVA Tower 2nd floor	\$ 1,273.07	Monthly
UT/TVA Tower 3rd floor	\$ 1,273.07	Monthly
UT/TVA Tower 4th floor	\$ 1,273.07	Monthly
UT/TVA Tower 5th floor	\$ 1,273.07	Monthly
UT/TVA Tower 6th floor	\$ 1,273.07	Monthly
UT/TVA Tower's 7th floor (Elevator Lobby)	\$ 27.98	Monthly
UT/TVA Tower 8th floor	\$ 1,273.07	Monthly
UT/TVA Tower 9th floor	\$ 1,273.07	Monthly
UT/TVA Tower 10th floor	\$ 1,273.07	Monthly
UT/TVA Tower 11th floor	\$ 1,273.07	Monthly
UT/TVA Tower 12th floor	\$ 1,273.07	Monthly
Day Porter	\$ 2,720.90	Monthly
Fritt's Lot	\$ 136.25	Monthly
Special Event Labor Rate (per hour)	\$ 23.50	

Contractor 2		
KC LIBRARY - E.TN HISTORY	\$ 3,639.64	Monthly
PARKING - Market Sq. Garage	\$ 4,981.60	Monthly
PARKING - SSG	\$ 1,204.16	Monthly
REGAL RIVERIA 8/CROSSOVER	\$ 2,387.90	Monthly
VOLUNTEER LANDING	\$ 2,139.02	Monthly
WFP - SEC BLDG, FORT KID, AMPH	\$ 2,077.37	Monthly
WFP SUNSPHERE	\$ 1,970.46	Monthly
SUMMER PLACE TOWER & Garage	\$ 3,107.51	Monthly
WFP - Daily Trash/Pet Station Check & Pull	\$ 1,455.50	Monthly
City Fleet Ops - Lorraine St.	\$ 3,087.98	Monthly
City's Green Building - 1412 Lorraine St.	\$ 75.00	Monthly
Main Health Dept - 140 Dameron Ave. (Labor Only)	\$ 8,600.00	Monthly
West Knox Clinic	\$ 1,586.00	Monthly
Burlington Library	\$ 1,770.00	Monthly
Cedar Bluff Library	\$ 1,974.00	Monthly
Fountain City Library	\$ 1,429.00	Monthly
Powell Library	\$ 1,645.00	Monthly
West Knox Library	\$ 1,651.00	Monthly
City County Building Parking Garage	\$ 1,883.25	Monthly
Locust Street Garage	\$ 1,513.00	Monthly
Main Avenue Garage	\$ 1,392.00	Monthly
Parking Enforcement Office	\$ 480.00	Monthly
Riverwalk Garage and Lot	\$ 2,202.00	Monthly
Riverwalk - 2011 Kay St - Greenway - From Gay St Bridge to Henly St Bridge (Including the area under Henley St Bridge - 1x/day, 365/yr	\$ 1,520.00	Monthly
Riverwalk - Restrooms (4) - 4x/day, 365/yr	\$ 3,463.00	Monthly
Riverwalk - Elevator - 1x/day, 365/yr	\$ 100.00	Monthly
Halls Senior Center	\$ 1,659.67	Monthly
West Knox Senior Center	\$ 1,660.00	Monthly
City County Building L3 Sheriff Area	\$ 3,138.00	Monthly
City Fleet Services - Light Equip KPD Fleet Restrooms (2 + 1)	\$ 941.67	Monthly
City Fleet - Light Shop -Vice Mayor Jack Sharp - Offices 1,2,3,upstairs restroom, breakroom	\$ 130.15	Monthly
City Public Works Facility (Zones 1, 2, 3)	\$ 4,151.00	Monthly
City Transfer Station Restrooms	\$ 936.00	Monthly
County Clerk's Office - East	\$ 1,268.00	Monthly
County Clerk's Office - West	\$ 1,518.00	Monthly
County Pub Works/Gas, Body/Bld D	\$ 1,453.54	Monthly
County Pub Works Convenience Centers	\$ 1,474.00	Monthly
Election Commission	\$ 882.00	Monthly
Fairview Technology	\$ 693.00	Monthly
Family Justice Center	\$ 3,110.67	Monthly
Forensics Center	\$ 4,560.00	Monthly
Henley Street Crossover	\$ 780.00	Monthly
Knox Central	\$ 3,126.00	Monthly
Knox Central Property Mgmt. Building	\$ 1,243.00	Monthly
PBA Property Management	\$ 870.00	Monthly
Public Safety Complex	\$ 15,081.55	Monthly
Day Porter Public Safety Complex	\$ 3,237.00	Monthly
Teague Building	\$ 1,256.00	Monthly
Summer Place Level 5 - KC EPW	\$ 577.60	Monthly
Knox County Employee's Credit Union	\$ 160.00	Monthly
Special Event Labor Rate (per hour)	\$ 32.50	

**Deletions/Additions:**

**Deletion #1:** Section 4.17- “Coffee Shop (1<sup>st</sup> floor)- haul away bulk trash only.”

**Deletion #2:** Section 4.17.4- Seven days a week and four times per day (7:00 a.m. (8 a.m. on Sat/Sun) to 4:00 p.m. and 6 p.m. to 10 p.m. for summer months and 8 a.m. to 5 p.m. (2 p.m. on Sat/Sun) for winter months). Summer months are April 1<sup>st</sup> through October 31<sup>st</sup> and winter months are November 1<sup>st</sup> through March 31<sup>st</sup>.

**Addition #2:** Section 4.17.4- Seven days a week and four times per day between the hours of 9 a.m. and 9 p.m.

**Deletion #3:** Section 4.17.16- Recycling totes are to be taken out on Tuesday evening and brought back in on Wednesday morning.

**Addition #3:** Section 4.17.16- Recycling totes are to be taken out on Monday evenings/Tuesday mornings and brought back in on Tuesday evenings.

**End of Addendum #2.**

**Addendum 2 must be acknowledged in Tab III of the submittal.**



Brittany Daniels  
Procurement Specialist  
Public Building Authority