

## Addendum #3

RFP # 16-03

### Custodial Services



Addendum Issue Date: **October 21, 2016**

RFP Due Date: **November 14, 2016 at 4:00 p.m.**

#### Polk State Answers in **RED**

Please provide a copy of the recently conducted "Customer Satisfaction Survey" for Custodial Services. Or provide a web site link to the Survey results. **Will be up loaded to the RFP website, ASAP.**

How many full time Day Porters currently service each of the campuses and what are their corresponding shifts?  
**Refer to Addendum#1 for the requested information.**

Please confirm that the following are the correct number of bid responses required: (1) Original, (11) Copies, and (2) Electronic Copies. **Affirmative, per RFP par #2**

Does a State of Florida Transaction Fee apply to this contract? **The State of Florida Transaction fee DOES NOT apply**

Does the \$554,985 include the Center for Public Safety, looks like the CPS in January 2016 what is the annual price for that building?

**The amount noted includes the CPS/ITB building, which became operational Jan 1, 2016, and reflects six months of cleaning.**

**ALL services contract begin July 1 and end June 30**

Can we have maps (CAD drawings) of all buildings?

**Floor plans are available for review in the Facilities office. Contact Purchasing to schedule a site visit.**

If not, can we have total square footage of each level of the buildings?

**Information is provided in the RFP, pg#2. All buildings are single level except for LAC, LLC LTB WAD,WSC and CPS**

Will Polk State College consider contract exceptions; such as consideration for an increase in the Federal minimum wage?

**Sample Contract par # 24b, 25, 29 and 30 prohibits the College from supervising the methods used and those in the performance of the services**

Would Polk State College consider adding a mutual termination for convenience clause? **This request is addressed in the Sample Contract, par#7a**

PSC provided current contract amount in addendum 1; please provide a breakdown of cost by campus and or by building?

**Current breakdown noted below**

Fee Schedule

**List of PSC Buildings  
To be used for Billing Purposes**

Exhibit A

| Building / Item                | Estimated Gross Square Footage | Price per GSF               | Monthly Invoice Price |
|--------------------------------|--------------------------------|-----------------------------|-----------------------|
| 1. WAD – Administration        | 44,049 ✓                       | \$.0876                     | \$ 3,858.69           |
| 2. WLR – Learning Resources    | 86,976 ✓                       | \$.0876                     | \$ 7,619.10           |
| 3. WSC – Science               | 45,306 ✓                       | \$.0876                     | \$ 3,968.81           |
| 4. WFA – Fine Arts             | 74,744 ✓                       | \$.0876                     | \$ 6,547.57           |
| 5. WST – Student Center        | 23,021 ✓                       | \$.0876                     | \$ 2,016.64           |
| 6. WMS – Multi-Services        | 25,852 ✓                       | \$.0876                     | \$ 2,264.64           |
| 7. WHC – Health Center         | 56,302 ✓                       | \$.0876                     | \$ 4,932.06           |
| 8. WCH – Club House/restroom   | 2,000 ✓                        | \$.0876                     | \$ 175.20             |
| 9. WRH – Rehabilitative Health | 6,030 ✓                        | \$.0876                     | \$ 528.23             |
| 10. COL Modulares (temporary)  | 7,824                          | \$.0876                     | \$ 685.38             |
| 11. COL – Opens in Jan. 2012±  | 13,400 <i>80% Sold</i>         | \$.0876                     | \$ 1,173.84           |
| 12. LTB – Technology Building  | 127,030                        | \$.0943                     | \$11,978.93           |
| 13. LAC – Academic Center      | 77,852                         | \$.0943                     | \$ 7,341.45           |
| 14. LMB – Maintenance          | 950                            | \$.0943                     | \$ 89.59              |
| 15. LLC – Learning Center      | 81,413                         | \$.0943                     | \$ 7,677.25           |
| 16. LME – Modular Building     | 1,951                          | \$.0943                     | \$ 183.98             |
| 17. Airside Center             | 25,000                         | \$.1152                     | \$ 2,880.00           |
| 18. Special Events Services    | As Needed                      | \$11 <sup>15</sup> per hour |                       |

- Provided in Exhibit B of the Sample Contract & Exhibits, paragraph 2.b. states that the Contractor shall provide new tampon dispensers in every woman’s restroom within one month of contract effective date. Please provide dispenser requirements (i.e. recessed mount, surface mount, stainless steel, etc.) **The proposer is encouraged to conduct a site and determine the appropriate devise. Coordinate site visits through Purchasing as directed by the RFP**
- Please provide the number of woman’s restrooms at each campus/site **The proposer is encouraged to conduct a site and determine the appropriate requirements. Coordinate site visits through Purchasing as directed by the RFP**
- Provided in Exhibit B of the Sample Contract & Exhibits, paragraph 2.c. states that the contractor shall provide new toilet seat cover dispensers in every restroom within one month of contract effective date. Please provide any toilet seat dispenser requirements (i.e. make/model, material, etc.) **The proposer is encouraged to conduct a site visit and determine the appropriate requirements. Coordinate site visits through Purchasing as directed by the RFP**
- Please provide the number of toilet seat dispensers required to be replaced at each campus/site during the first month of the contract. **The proposer is encouraged to conduct a site visit and determine the appropriate requirements. Coordinate site visits through Purchasing as directed by the RFP**
- Provided in Exhibit C of the Sample Contract & Exhibits, paragraph 15.b. identifies the Contract Manager as a Home Office position. Please confirm that this position is a corporate oversight position, and not a dedicated on-site management position. **The Contract Manager as defined in Exhibit C of the Sample Contract & Exhibits, paragraph 15.b is expected to be a “home or corporate” position and not on-site management**

**Acknowledgement of Addendum #3:**

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**Company Name**

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**Signature**

**Include this signed page with your response.**