

ADDENDUM 5

(please sign and return with the submittal)

VENDOR'S INQUIRIES AND CITY'S RESPONSES

Note: Spelling, grammar, and punctuation of the questions are shown exactly as submitted by the potential respondents.

No.	Question	Answer
1.	What is the square footage and also current price	There are 23 locations divided into Zones by proximity. Each location has the approximate square footage listed in the scope of work reference Section 3.15 Facility Locations of the Scope of Work
2.	<p>Uncertain if a supervisor needs to be on site every hour of the cleaning schedule? Or is that just the window, they have to clean within.</p> <p>Is there a minimum staff requirement for this Police contract and is there a Maximum budget?</p> <p>Finally, what was the previous award amount annually,</p>	<p>-The role of the supervisor is explicitly stated. The timing will be determined by the Contractor. Please see page 18, section 3.4. It is imperative to comply.</p> <p>-The evaluation process states points are given based on the outline of the method of approach to include recommended staffing level per location/service.</p> <p>- For details on previous award, please submit a public records request to pr@phoenix.gov</p>
3.	<p>Under the square footage breakdown, there are numerous instances of "raised flooring." Can you identify what material this raised flooring is?</p> <p>Who is responsible for providing consumables (i.e. Toilet paper, hand soap, etc.)?</p>	<ul style="list-style-type: none"> - Our raised flooring (basically hard floors no carpet) features standard access panels, typically crafted possibly from polypropylene or laminate, ensuring secure and safe cable management. - The City provides paper towels, toilet papers, hand soap, seat covers, feminine napkins, and hand sanitizers. Contractors provide all cleaners, disinfectants, wastebasket liners, disposable bags for sanitary disposal, screened deodorant bars for toilets and urinals, urinal cartridge kits, paper towels, and cloths.

	<p>Are the current staff covered by a union?</p>	<ul style="list-style-type: none"> - Please clarify which staff is being referenced. Police Department or the proposed vendor's Staff?
<p>4.</p>	<p>I was wondering in 3.15 Facility Locations, under each building there is a time frame listed for cleaning, i.e. Loc 1 - Beuf Police Substation, it's 6:00am-12:00pm, is the required time 6 hrs or just to be done within that time frame?</p>	<ul style="list-style-type: none"> - The cleaning needs to be done within the time frame. Please note that depending on the location, there may be changes in the timeframe based on existing activities in certain location. Whichever Contractor is assigned the location needs to work in tandem with the location administrator verify a practical schedule for the location.
<p>5.</p>	<p>In section 3.2; subsection I, it states "Furnish all cleaners, disinfectants, wastebasket liners, disposable bags for sanitary disposal, screened deodorant bars for toilets and urinals, urinal cartridge kits, paper towels, and cloths." Are the paper towels that is listed considered for cleaning or for dispenser refills in all restrooms?</p> <p>Also, does the city provide all other supplies such as toilet paper, soap, seat covers, etc.?</p>	<p>The City provides paper towels, toilet papers, hand soap, seat covers, feminine napkins. The paper towels are for the dispensers.</p> <p>Contractors provide all cleaners, disinfectants, wastebasket liners, disposable bags for sanitary disposal, screened deodorant bars for toilets and urinals, urinal cartridge kits, paper towels, and cloths.</p> <p>Contractors are not permitted to use the City's consumables for their cleaning as they are expected to provide theirs for cleaning purposes.</p>
<p>6.</p>	<p>Could you please provide clarity regarding the City's preference for vendors bidding on all groups (and all facilities within each) for this contract?</p> <p>What is the current annual value for these services?</p>	<p>Bidding on any or all categories is at the discretion of the offeror.</p> <p>This is an ongoing solicitation; hence the annual value is yet to be determined.</p>
<p>7.</p>	<p>Is the vendor responsible for providing paper products and hand soap? If so, How many employees are at each location and how many daily visitors at each location? What type of dispensers are utilized?</p>	<ul style="list-style-type: none"> - The City provides paper towels, toilet papers, hand soap, seat covers, feminine napkins. The paper towels are for the dispensers. Contractors provide all cleaners, disinfectants, wastebasket liners, disposable bags for sanitary disposal,

	<p>How previously held this contract and what was the annual contract amount?</p>	<p>screened deodorant bars for toilets and urinals, urinal cartridge kits, paper towels, and cloths. Contractor will not be allowed to use City of Phoenix consumables for their cleaning as they are expected to provide theirs for cleaning purposes.</p> <ul style="list-style-type: none"> - To receive this information, Please submit a public record request to pr@phoenix.gov
<p>8.</p>	<p>As per addendum 3 it is noted which zones would be visited on which day, however, we understand each zone consists of several locations. What are the meeting locations for each site visit?</p>	<p>This information was provided in Addendum #4 posted on September 6, 2024.</p>
<p>9.</p>	<p>Based on the scope of work for Zone 6, does it cover all buildings from Zones 1 to 5?</p> <ol style="list-style-type: none"> 1. Carpet - Is the rate per sqft? Clarify the total sqft 2. Upholstery furniture - Is the rate per piece or flat fixed per buildings? 3. Ceramic Tile - Is the rate per sqft? Clarify the total sqft 4. Fitness room - Is the rate per sqft? Clarify the total sqft 5. Tuflex Rubber - Is the rate per sqft? Clarify the total sqft 6. Anti-Static - Is the rate per sqft? Clarify the total sqft 	<ul style="list-style-type: none"> - For Zone 6, the scope is for specialized cleaning for all locations from Zone 1 to 5 – which includes but is not limited to annual wax of terrazzo floors, quarterly or bi-annual carpet cleaning e.t.c. Contractors can submit offers for certain zones to include the specialized cleaning for that Zone. - Please reference the scope of work section for information regarding square footage of the various locations. How pricing will be determined is the business decision of each offeror. The pricing proposal has been provided as the required submittal document that offerors must use to provide their proposed pricing.

<p>7. Covered Vinyl - Is the rate per sqft? Clarify the total sqft</p> <p>8. Concrete (unsealed) - Is the rate per sqft? Clarify the total sqft</p> <p>9. Concrete (sealed) - Is the rate per sqft? Clarify the total sqft</p> <p>10. Marble and Terrazzo Walls/Floors - Is the rate per sqft? Clarify the total sqft</p> <p>11. Restroom/Shower Floors - Is the rate per sqft? Clarify the total sqft</p> <p>12. Property Management Bldg Warehouse - Is the rate per sqft? Clarify the total sqft</p> <p>13. MDC/SVD Warehouse - Is the rate per sqft? Clarify the total sqft</p> <p>14. Shooting Range - Is the rate per sqft? Clarify the total sqft</p> <p>15. Training Academy Armory - Is the rate per sqft? Clarify the total sqft</p> <p>16. Elevators - Is the rate per sqft? Clarify the total sqft</p> <p>17. Holding Room/Cells - Is the rate per sqft? Clarify the total sqft</p> <p>18. Restroom Specialized Cleaning - Is the rate per sqft? Clarify the total sqft</p> <p>19. Courtyards, Dock/Landings, Enclosed/open patios, exterior entryways, garages, parking lots, ramps, sidewalks, exterior stairs, underground walkways - Is the rate per sqft? Clarify the total sqft</p>	
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<p>10.</p>	<p>For portions of the scope that are required to be performed twice daily (i.e. Restrooms, kitchens, break rooms), what is the expectation for the timing of these services when buildings operate 24 hours? In the RFP, for example, Zone 1, Location 3, Estrella Mountain Precinct, indicates cleaning is to be performed from 7 AM - 3:30 PM. Is it assumed we clean them at 7 AM upon custodian's arrival and 3:30 PM before their departure? Another example, Zone 1, Location 1, the Beuf Police Substation, the cleaning schedule is 6 AM until 12 PM. Are we doing the restrooms at 6 AM and 12 PM? Thank you for the clarification.</p>	<p>The cleaning needs to be done within the time frame. Please note that depending on the location, there may be changes in the timeframe based on existing activities in certain location. Therefore, whichever Contractor is assigned a location, they need to work in tandem with the location administrator to ascertain a practical schedule for their location.</p>
<p>11.</p>	<p>Will I receive a copy of the contract?</p>	<p>To receive this information, Please submit a public record request to pr@phoenix.gov</p>
<p>12.</p>	<p>I noticed the NRC location was listed on the solicitation but is not one of the locations we are viewing</p>	<p>Reference Addendum #4, Attachment – Site Visit.</p>
	<p>Is it the contractor's responsibility to pay for the fingerprint verification?</p> <p>Regarding the Cleaning Schedule in section 3.15. Is the contractor expected to have a custodian on site throughout the full-time frame listed in the section or is it up to the contractor to determine the hours?</p>	<ul style="list-style-type: none"> - Yes, the contractor will pay for all forms of badging and background screening. Reference Section 6.33 Badge and Key Fees - The cleaning needs to be done within the time frame. Please note that depending on the location, there may be changes in the schedules based on existing activities in certain location. Whichever Contractor is assigned the location needs to work in tandem with the location administrator verify a practical schedule for the location.

	<p>Zones 1-5- For all locations in Zones 1-5 there are specific times given for the cleaning to be completed by the custodial staff. Does the City of Phoenix require cleaning staff to be present for the entire times specified on pages 27-48.</p>	<ul style="list-style-type: none"> - The cleaning needs to be done within the time frame. Please note that depending on the location, there may be changes in the schedules based on existing activities in certain location. Whichever Contractor is assigned the location needs to work in tandem with the location administrator verify a practical schedule for the location.
	<p>Are consumables required by the contractor? If so what is the list of consumables and the population of each building?</p> <p>Will this be awarded to one vendor or multiple vendors? Can one vendor be awarded all zones?</p> <p>What is the current amount of the contract?</p> <p>Who is the current vendor?</p> <p>Can you provide manufactures of floor types?</p>	<ul style="list-style-type: none"> -The City provides paper towels, toilet papers, hand soap, seat covers, feminine napkins. The paper towels are for the dispensers. Contractors provide all cleaners, disinfectants, wastebasket liners, disposable bags for sanitary disposal, screened deodorant bars for toilets and urinals, urinal cartridge kits, paper towels, and cloths. Contractors are not permitted to use City of Phoenix consumables for their cleaning as they are expected to provide theirs for cleaning purposes -Reference Section 2.26 Contract award, the City reserves the right to award multiple contracts under this solicitation. - This is an ongoing solicitation; hence the annual value is yet to be determined. - To receive this information, Please submit a public record request to pr@phoenix.gov -This information is not available

The balance of the specifications and instructions remain the same. Bidder must acknowledge receipt and acceptance of this addendum by signing below and returning the entire addendum with the bid or proposal submittal.

Name of Company: _____

Address: _____

RFP GGS -24-0341

Title: Custodial Services (Police Locations)
Offer Due Date: September 26th, 2024 at 2pm



City of Phoenix

Authorized Signature: _____

Print Name and Title: _____