

ADMINISTRATIVE OFFICE OF THE COURTS

QUESTIONS AND ANSWERS

RFP Number: RFP# 13/14-04

Housekeeping/Janitorial Services Agreement

February 13, 2014

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1. What is the current monthly pricing and who is the incumbent vendor?

Answer: \$3,344 per month. ServiceMaster.

2. What is the square footage of the cleaning space? What is the percentage of carpet area versus tile floor area?

Answer: The following are estimates: Building is two story, approximately 42,000 sq feet. Most of the building is carpeted. The kitchen area is tile approx 300 sq feet. There are eight small tiled bathrooms, one in each of the justice chambers. There are two bathrooms (tiled) upstairs and two downstairs each with four stalls (approximately 900 sq feet). Service provider does not vacuum or clean in the courtroom (approximately 1800 sq feet) nor in the robing room (approximately 450 sq feet) but does provide paper products in the tiled bathroom in the robing room.

3. Is window cleaning a requirement on the project?

Answer: No.

4. Is prevailing wage required to be paid on the project?

Answer: No.

5. How many employees are at this location?

Answer: Currently 64.

6. When submitting the cost proposal, should costs for expendable supplies and labor be shown separately?

Answer: Yes. On separate lines, break out labor costs (including labor rates) costs for expendable supplies, expenses, and any other costs used to arrive at your not to exceed monthly total amounts.

[END OF QUESTIONS AND ANSWERS]