

Missouri Department of Transportation

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ADDENDUM 003 REQUEST FOR PROPOSAL SL16-011-R7 Janitorial Services – TMC

Offerors shall acknowledge receipt of Addendum 003 (THREE) by signing and including it with original proposal. The due date for receipt of this proposal **does not change** by this Addendum. Accordingly, the following clarifications, additions/deletions, questions and answers are believed to be of general interest to all potential offerors. All other terms and conditions remain unchanged and in full force.

Name and Title of Signer (Print or type)	Name and Title of Department Authority Stephanie Austin Rashid, CPPB General Services Specialist
Offeror Signature	Department of Transportation <i>Stephanie Austin Rashid</i> Authorizing Signature
Signature of person authorized to sign	
Date Signed:	Date Signed: September 3, 2015

QUESTION 1

What is the current monthly average consumables cost and quantity used at your facility?

ANSWER

Monthly cost and quantity is not available. See Addendum 002 for annual consumable usage. Annual cost is estimated a little over \$3,200. Please keep in mind, this estimated cost is based on Office of Administration state contract pricing exclusive for MO state agencies.

QUESTION 2

The schedule requires a supervisor to be at the work site during all cleaning hours. Can we have 2 different supervisors since this location is 7 days a week?

ANSWER

Yes, as long as there is a supervisor on site daily during cleaning hours.

QUESTION 3

If possible, can you send the quantity of products that are used in the restrooms monthly?



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delights our customers and promotes a prosperous Missouri.*

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ANSWER

No, this information is not available. See Addendum 002 for annual consumable usage.

QUESTION 4

Does the amount of paper products required for the year need to be inclusive in our janitorial cleaning amount or can we show it as a separate amount?

ANSWER

Yes, it needs to be inclusive in janitorial cleaning amount (per square foot, per month cost).
No, you cannot show it as a separate amount.

QUESTION 5

While searching for the Fort Howard #198 bathroom tissue (Section 2.4), I found 3 product numbers 198.80, 198.81 and 198.85 and all 3 products are Grade AA, white bleached and 2-ply. Which one do you currently use? Is there a preference?

ANSWER

Proposal states Fort Howard #198 or equal. As long as it is equal to and Grade AA, white bleached, 2 ply, and fit the dispensers, then it is sufficient. We currently use a High-Mark Professional brand.

QUESTION 6

In section 2.8.4, #2. Clean both sides of all interior windows. During the walk through of the building, the guide stated that window cleaning is the interior only. To clean both sides that would be the interior and exterior. Which way should this be done?

ANSWER

Yes, window cleaning is the interior only. Section 2.8.4, #2 is correct. Cleaning of both sides of all interior windows would be interior only. For example, an office door with glass will need both sides of the glass cleaned since it is an interior window. Exterior windows are not a requirement.

QUESTION 7

Sanitary Napkins and Tampons are not included on the list of items to be supplied by the contractor. Do these items need to be included?

ANSWER

No.

QUESTION 8

We use E-Verify for our national background check. Is this acceptable for the national background check that you require?

ANSWER

No. E-verify only verifies that an employee is authorized to work in the US.