



To: All Prospective Bidders
From: Purchasing Department
Date: January 25, 2021
Subject: Inquiries and Responses
RFP#: 102 – 2020 Housekeeping Services

Inquiries and Responses:

- 1. Please provide clarification if email submissions of proposals will be accepted. In Section D. Submittal, there are directions on print copies and directions on how to submit via email. Do we need to provide both hard copy submittals and email, or can we choose one or the other?**

Please see Amendment 3

- 2. What is the current supply amounts per item currently ordered? I see that supplies are meant to be provided by the contractor, but I don't see any specific list of items and what quantities are currently being used. Having these would greatly assist on accurate pricing. Items would include soap, sanitizer, can liners by size, paper towels, toilet paper, feminine hygiene products, brown wax bags, biohazardous bags, sharps containers, etc.**

MCC provides ALL equipment.

- 3. What is the current annual contract value for janitorial services?**

See Page 17 of the RFP – 2019 hours were 40,000 hours.

- 4. What is the current staffing schedule?**

Schedules will vary but typically includes 3 shifts with male and female staff needed in varying numbers for each shift.

- 5. What is the current average wage rate and hiring rates? Are they consistently staffed at these rates?**

This is for the proposing vendor to decide.

6. What is the current management structure?

See page 7 of the RFP

7. How many FTEs are currently being run for comparison?

See page 7 of the RFP for the requirement.

8. Can we be provided a list of current equipment in use? Does MCC own any of this equipment?

Vendor is not required to provide any equipment. MCC owns all of it.

9. Do we need to provide hand sanitizer? Or can this be considered a pass through cost as the use of it may dramatically change over a potential 5 year contract? What is the current usage monthly?

Vendor is not required to provide any chemicals.

10. Do we supply sharps containers? Who is currently handling sharps removal and biohazardous waste removal?

Vendor is not required to provide sharps containers.

11. Can we get the current staffing?

See questions 3 and 4 above.

12. Can you share information on the cleaning equipment being utilized? What types and sizes if possible; manufacturer and model would be ideal if that is available.

MCC provides ALL equipment.

13. The RFP documents state that MCC will be providing all equipment and chemicals; does that include miscellaneous supplies such as mop buckets, handles, cleaning cloths, etc. or will the vendor be responsible to provide those items?

MCC provides ALL equipment.

14. The RFP documents state that parking for labor will be offered at \$5 per day; is that amount charged to the vendor? Is that per vehicle?

This is paid by the individual parker each day but as you see on page 8 we also expect personnel to be delivered each shift unless we agree a person has established themselves as reliable.