



Procurement and Contracting Services

Request for Proposals to Provide Building Custodial Services

ADDENDUM #1

**Please mark all proposal submission
Envelopes with the following information**

**Sealed RFP # L192213
Due on March 15, 2022 no later than 2:00 PM, MST**

The following questions were received prior to the close of the Technical Question period on March 4, 2022 at 12:00 PM MST:

1. With this it looks to be that there is going to be the deep cleaning those two weeks starting May 13th – 27th. Then there is going to be the adjusted regular service for the weekends only for those 5-6 weekends. After this do you foresee there being anything else of use with regards to the awarded crew assisting for services or will that be the end of service until the next year?

Service contract is for services during summer “only” beginning May 13th and ending June 27th.

This service will only occur during summer months on a year-by-year basis. There may be some years in which service is not needed.

2. Is this contract for year-round services?

This contract is for services during Summer turn over months, Only.

Phase 1: Initial Clean (detailed clean) entire building space

May 13, 2022; 5:00PM thru May 27, 2022; 5:00PM

Phase 2: Weekend Turns – entire building space (less intensive than Initial Clean)

4-weekend turns as per contract dates / times

Begins June 3rd and ends June 27th

3. Are Bathrooms attached or are they community bathrooms?

For this contract the bathrooms are community bathrooms, some ADA dorm rooms will have their own bathroom.

4. Will the fixture count be provided?

We can provide a fixture count – see below fixture count by building.

5. Will the Kitchen appliances need to be pulled out?

No, the kitchen appliances do not need to be pulled out. The exception is if there is residue or mess that can be visibly seen and identified without moving the appliances. In these cases, the appliance/s will need to be moved to perform cleaning.

6. Do the windows need to be cleaned?

Yes, the interior window will need to be wiped down as per the RFP. Outside window clean is not requested.

7. Does the Stove, Oven, & Refrigerator need to be cleaned inside and out?

Yes, the kitchen appliances are to be wiped out, inside and outside. These appliances are only located in the community kitchens. Any fridges or appliances encountered in dorm rooms should be left alone and not cleaned. There are micro-fridge rentals and water coolers that may be present in some dorm rooms. These items should be moved as necessary to clean underneath on the initial clean, but there is no cleaning required of the actual appliance in the dorm room.

8. During the Initial Clean, May 13 thru May 27, Does the Furniture need to be moved to clean the Dorm Room?

Yes, in the dorm room the furniture will need to be moved to clean underneath it. This is not required during the weekend turnovers happening between June 3 and June 27.

9. Do the carpets need to be extracted?

The carpets are only to be spot cleaned where necessary using an extractor. All carpets are to be vacuumed & all floors are to be swept and mopped.

10. Are consumables included?

Proposals should include the cost of service to include wages and chemical costs.

Housing will provide toilet paper, paper towels, soap, seat covers, and hand sanitizer refills. Contractor will need to replenish paper goods, sanitizer dispensers, soap, etc. with Housing supplied stock

11. The contract asks for the SDS & VOC along with the type of extractor being used.

Yes, we need to know the chemical you will be using to make sure that it doesn't have a negative impact on the materials that we use or that your chemical won't harm some of our older dorms. SDS sheets and VOC are required for OSHA requirements.

We need to know what kind of machines you plan to use as some of our dorms are older and may require separate circuits.

Fixture Counts – each bathroom

Cochise:

4 sinks

2 toilets

2 urinals (even in women's restroom)

4 showers

Graham/Greenlee

4 sinks
3 toilets
2 showers

La Cienega

3 sinks
3 toilets
2 showers

Maricopa

2 sinks
3 toilets
3 showers

Manzanita/Mohave

3 sinks
3 toilets
3 showers

Yavapai

4 sinks
3 toilets
4 showers

End of addendum, all else remains the same.