



Procurement and Contracting Services

Request for Proposals to provide Custodial Services for the Phoenix BioScience Core Campus

ADDENDUM #1

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

Sealed RFP #L232305

Due on February 17, 2023, no later than 2:00 PM/MST

The following questions have been received by the technical question due date of February 6, 2023, by 12:00 PM/MST.

1. Why has the Board of Regents gone out to formal RFP for this contract?
 - a. The previous contract is up for re-bid.
2. Is this a new contract or a contract up for renewal?
 - a. The previous contract for these services is expiring so this will be for a new contract.
3. If this is a contract up for renewal, what was the amount invoiced for these same services last year?
 - a. \$628,745.22
4. What is the current year budget of the existing contract for these services?
 - a. The University is asking vendors to provide services that meet the scope at your best pricing.
5. Can you provide the annual total paid for this account from years 2021 and 2022?
 - a. \$1,225,197.50
6. What is the current contract value for these services?
 - a. The University is asking vendors to provide services that meet the scope at your best pricing.
7. Can you please supply a copy of the current contract?
 - a. A copy of the current contract can be obtained by submitting a Public Records Request: <https://www.arizona.edu/publicrecords>.
8. Can you confirm that Edge Building Maintenance provides custodial services for all buildings included in the RFP?
 - a. Yes.
9. What is the anticipated award date for a new contract?
 - a. The University's goal is to award as soon as practicable after the close of the RFP.

10. What is the anticipated start date of the new contract?

- a. The University expects to have a vendor start in May 2023 but may adjust the timeline as needed based on the RFP process/contract negotiations.

11. Will U of A will conduct its own chemical / consumable inventory and purchase supplies as well?

- a. Yes.

12. Who provides the consumables (restroom supplies, paper towels, toilet paper, hand soap, sanitizer, can liners, washing machine chemicals) at each building listed in the RFP?

- a. The University of Arizona.

13. Are consumable prices needed from the winning contractor?

- a. No.

14. What is the availability, access, and cost for parking?

- a. The Successful Vendor shall obtain all parking permits and/or decals that may be required while performing project work on University premises. The University of Arizona does not provide parking for Contractors. Parking information can be found here: <https://phoenixmed.arizona.edu/parking>.

15. Are contractor management and staff eligible for UA employee parking rates?

- a. Not currently.

16. What will be the monthly cost for permits for each staff member?

- a. Parking information can be found here: <https://phoenixmed.arizona.edu/parking>.

17. What is the cost for Employee badges?

- a. Initial issuance is no cost; replacements are \$25.00 each.

18. Is the campus operating 365 days a year?

- a. Yes.

19. Can you please provide a list of holidays observed by the University?

- a. Independence Day (Tuesday, July 4, 2023), Labor Day (Monday, September 4, 2023), Veterans Day (Friday, November 10, 2023), Thanksgiving Day and day after (Thursday

and Friday November 23 and 24th, 2023), Christmas Eve and Christmas Day (Friday and Monday December 22 and 25th, 2023), University Closure (Tuesday December 26 through Friday December 29, 2023), New Years Day (Monday January 1, 2023), Martin Luther King Jr. Day (Monday January 15th, 2024), Memorial Day (Monday May 27, 2024) * Each year the Holidays will reflect these dates or similar based on the calendar.

20. Will the University be open to allow the vendor to perform work on holidays that are observed by the University but not observed by the contractor?

a. Yes.

21. Does the schedule run 12 months, or is there reduced cleaning hours for summer vacations, school breaks?

a. Yes.

22. What are the days of the week and hours that services are to be performed?

a. Monday through Friday with weekends as requested.

23. Are daily tasks performed 5 days a week or 7 days a week?

a. Monday through Friday with weekends as requested.

24. Are weekend services needed or is it Monday-Friday only?

a. Weekend services will be on an as requested basis.

25. Is Scottsdale going to be 5x per week?

a. Yes.

26. Please provide the preferred working hours for day and evening shifts.

a. 4:00a.m. to 12:00p.m.

27. Can you please provide current staffing levels for each shift?

a. The contractor determines staffing levels.

28. Badging – are there areas we will need authorization and set times to enter?

a. Yes.

29. Are there times when cleaning staff should not be in any of the buildings?

a. No.

30. The RFP said day cleaning would be requested on as needed. How frequently is day cleaning requested? Four to five cleaners were identified during the site tour.

a. Depending on department needs.

31. The RFP said day cleaning would be requested on as needed. How far in advance is it requested?

a. Depending on department needs.

32. Can you share UA's current equipment list used in the cleaning service of the buildings?

a. Please see attached list.

33. Can you provide a list of custodial equipment that will be available for contractor use?

a. Please see attached list.

34. Please provide a detailed list of the floor equipment owned by the U of A.

a. Please see attached list.

35. Can you confirm there is a washer / dryer set up in this basement?

a. Yes.

36. Do you currently use a CMMS for work order management? If so, what system do you use?

a. Yes, The Maintenance Connection.

37. Per Section 5.6.7, the Vivarium- has rolled vinyl floors. The SOW calls for burnishing. Please confirm that this floor is not a no wax floor.

a. Vivarium is a No Wax Floor.

38. Regarding Section 5.6.4, does the U of A have a mat service? Is that service outsourced?

a. No.

39. Per Section 5.6.8, windows/partition glass is mentioned twice. Do these get cleaned (edge to edge) or spot cleaned?

a. Spot cleaned.

40. It is stated that the general square footage is not to be used. Not all floor plans provide the square footage. Can we get the cleanable square footage to be used? It is difficult to provide a psf. price when you don't have accurate square footage. All the vendors will be using different numbers for pricing.

a. Cleanable square footage is 427,542 with 83,589 and additional "as requested".

41. Is square footage available for all Buildings: 1, 2, 3, HSEB, BSPB and the Mining Museum? ABC1 basement, first and second floor have square footage for each category.

a. Cleanable square footage is 427,542 with 83,589 and additional "as requested". This does not include the Mining Museum!

42. Can you please provide the cleanable square footage for each facility for those areas that are to be cleaned on a daily/weekly basis?

a. 427,542 sq ft.

43. Can you please provide the square footage for each facility of those areas that are to be cleaned "upon request"?

a. 85,589 sq ft.

44. Can you please provide the square footage of VCT for each facility requiring strip and wax floor care?

a. Campus total = 3,247 sq ft.

45. Can you please provide the square footage of hardwood floors for each facility requiring strip and recoat floor care?

a. Campus total = 6,419 sq ft.

46. Attachment "A" requires standard and overtime rates for various cleaning positions. Please clarify, are these the rates we intend to pay our people or are these the fully-loaded rates including overhead, supplies, markup, etc. that we will be charging the University for these services?

a. It is the amount being charged to the University.

47. Attachment "A" requires that we provide a cost per square foot. What square footage should we use for this calculation? Total building square footage? Cleanable square footage for areas requiring daily/weekly cleaning? Total cleanable square footage including "by request" areas? Will you be providing the square footage that we should use for this calculation? Please provide clarification.

a. Use Cleanable Square Footage.

48. Day porters will be on as needed basis or as requested not included in the base response to this RFP. Is that price to be negotiated later?

a. Negotiated later.

49. RFP section 5.3 lists the following positions: custodial supervisor, area manager, lead/site supervisor, custodians, day porter, and floor technician. The pricing workbook Tab 2 includes a list of positions that require two different rate totals, however not all positions are listed in the RFP. Are all the listed position required of the offeror upon award?

a. Contractor should explain how these positions will be covered in their response.

50. Are the above-mentioned positions required to be on site?

a. Contractor should explain how these positions will be covered in their response.

51. Does the area manager, specified in section 5.3.4.2. on page 24, need to be dedicated to only this account?

a. No.

52. Can you clarify what is being asked of the offeror to provide in section 5.7.3.7. when referring to in-house support capabilities?

a. Provide a listing of all contracted employee positions and their responsibilities in meeting contractual needs.

53. What would be defined as in-house support capabilities as stated in section 5.7.3.7.?

a. Provide a listing of all contracted employee positions and their responsibilities in meeting contractual needs.

54. Can you clarify what is being asked of the offer to provide in section 5.7.3.9. when referring to outsourced support services versus in house as specified?

a. Your employees and responsibilities of outside contractors.

55. What would be defined as outsourced support services as stated in section 5.7.3.9.?

a. Your company's services or any subcontractor brought in by your company.

56. What would be defined as in-house support as stated in section 5.7.3.9.?

a. Your employees that are dedicated to campus operations.

57. Regarding the Mining Mineral and Natural Resources Education Museum – will any special requirements, process, and protocols be shared, and vendor will be trained?

a. To be determined when the Museum opens in 2025.

58. For special events services – Is there a potential for events in some or all the buildings?

a. Yes.

59. Regarding storage space, each building has storage ranging from small to medium in size; but the main storage and supply for all buildings is in the basement that connects the HSE building to the BPB?

a. Yes.

60. Can you provide a list of all U of A personnel that were present during the site tour?

a. Anthony Malaj, Michael Campos, Kevin Herskovitz, Bailey Nazifi, Celeste Kanzig, and Georgia Burrue.

61. Can you provide a full list of all offerors that were present during the site tour?

a. See sign in sheet attached below.

62. Are there any restrictions as to the size of our proposal?

a. No. Please also see Section 3.8 of the RFP document. Responses should be limited to two (2) files uploaded; your response, and "Attachment A" (pricing). You may include a redacted copy as well, if necessary.

63. The RFP indicates a Legal Workers Certification is required. Is this certification issued by the University? If not, what entity issues these certifications?

a. This is not something the University issues. The certification form is to be completed by vendor to confirm that they will follow the legal worker requirements.

64. Per Section 4.37, the price is fixed for 3 years. Can the successful vendor ask for an increase on the last two years 60 days in advance of the 2 additional years?

a. Yes, a price increase request is optional after the third year.

65. Regarding Section 3.7.10, Proposal Organization. The RFP states: All requirements listed in Section 5.0. From a Proposal Organization perspective please confirm that the FULL DESCRIPTIVE CROSS-REFERENCES TO ALL REQUIREMENTS LISTED IN SECTION 5.0 begins specifically with: 5.7 Vendor Requirements, and not 5.0.

a. Please make sure to respond to all requirements listed under Section 5.0.

End of addendum, all else remains the same.

MOTORIZED EQUIPMENT LIST - October 1, 2020



THE UNIVERSITY
OF ARIZONA

Manufacturer	Make	Model Number	Serial Number
Karcher	Armada Extractor Walk-Behind 16"	BRC40/22C	10080600001008
Karcher	Armada Extractor Walk-Behind 16"	BRC40/22C	10080600000949
Windsor	Chariot 2 iVacuum 24"	24ATV	10125190000921
Advance	Extractor	ES4000	3000103407
Kaivac	Kaivac Restroom Cleaning Machine	KV1750	1750-19793
Kaivac	Kaivac Restroom Cleaning Machine	KV1750	1750-19792
Karcher	Orbot Vibe	1.005-293.0	HOS_0812979-KNA
Advance	Propane Burnisher 27"	PBU27KBCAT	3000102784
Advance	20" Floor Machine Pacesetter	20HD	3000095711
Advance	20" Floor Machine Pacesetter w/Tank	20HD	3000100547
Advance	20" Floor Machine Pacesetter	20HD	3000102386
Genie	Wet/Dry (shop) Vac	No Model No.	No Serial No.
Advance	Wet/Dry Vac w/Front Mount Squeegee	GWD380	1123150652
Advance	Wet/Dry Vac w/Front Mount Squeegee	GWD380	Serial # not legible
Kleenrite	Carpet Extractor w/hose & wand	36456	28142
Advance	20" Advolution Electric Burnisher	01510A	300097868
Advance	20" Advolution Electric Burnisher	01510A	300096243
Advance	20" Advolution Electric Burnisher	01510A	300096242
Windsor	14" Versamatic Plus Upright Vacuum	VSP14	Z270001435
Hoover	Back Pack Vacuum w/Attachments Battery	CH93406	16204B0054
Toro	Electric Blower	51619	319077814
Black & Decker	Electric Blower	BV3600	No Serial No.
Lestronic II	Battery Charger	18790	
Lester	Battery Charger	25900	
Tennant	Auto Scrubber 17" Walk Behind	T300E	10848062
Tennant	Auto Scrubber 17" Walk Behind	T300E	10839015
Sun Joe	Pressure Washer Electric	SPX3001	131710002710

Sign-in Sheet

Date: 02/02/2023

RFP/Bid #: L232305

IMPORTANT: If you are representing more than one Company, you must sign in for all Companies you are representing. For *Mandatory* meetings responses from Companies not listed below may be rejected.

Name	Company	Phone	Fax	Email
Lucy White	Kleen-Tech	480-710-7183		lucywhite@sonpmc.com
Amelie Sotelo	Kleen-Tech	602-663-3875		amelie@sonpmc.com
Joshua Perilstein	Stratus building solutions	412-889-3062		JPerilstein@stratusclean.com
Edward Nuñez	Octo Clean	480-856-0270		enunez@octoclean.com
JAE, SONG	LB M	469-813-6813		JAE_SONG@LBMHQ.com
JD Harris	Razor Clean Building	855-467-9256		Razorbids@razorcleaninc.com
Paul Short	Clearly Clean Janitorial Service	505-457-0761		pshort@ccjs.us
Randy Holden	HHS, INC.	809.380.1216		rholden@hhs1.com
KARSTEN LESTER	Servi-Tek	760-277-1099		Karsten.lester@servi-tek.net
Gina Rouban	EDGE	602 618 0873		gina@edgebuilding-services.com
Rick Gramhill	EDGE	602 402 7736		rick@edgebuilding-services.com
Joshua Woodward	ORANGE Commercial Janitorial	602 999 7095		Joshua@orange.us
Annamarie Bosokman	CI	602 931 0834		annemarie@orange.us
ARTHUR ALCALA	JANI-KING	602-291-7298		aalcala@janikingaz.com
ANTHONY ALCALA	JANI-KING	602-402-1468		aalcala@janikingaz.com
SHEKET SUTTON	PEGASUS BLDG SERVICES	562-619-6447		SSUTTON@PEGASUSCLEAN.COM
Shelley Shepherd	Pegasus	609-597-1677		SShepherd@pegasusclean.com

July 9, 2010

Sign-in Sheet

Date: 02/02/2023

RFP/Bid #: L232305

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Name	Company	Phone	Fax	Email
Logan Dix	CCS Facility Services	480-450-0446		ldix@ccsbts.com
Jacqui Marth	CCS Facility Services	480-229-2257		Jmarth@ccsbts.com
JERRY HALL	STRATUS BLDG SLS	480-710-5399		Jhall@stratusclean.com
Richard Dobbs	ABM	214-471-8580		richard.dobbs@abm.com
Taylor Baker	ABM	(602) 284-4127		taylor.baker@abm.com
Joe Lyon	Flagship Facility	307-254-0343		jlyon@flagshipinc.com
Arnaldo Guzman	Pegasus	602-466-0641		aguzman@PegasusClean.com
John Goya	Pegasus	562-355-2181		JohnGoya@PegasusClean.com
Carlos Hernandez	Keepers	480-703-8961		Carlos@keeperscleanaz.com
Israel Hernandez	CBMC	520-440-9817		Operations@CBMCTucson.com
Rico Salamea	CBMC	520 444-9651		RicoS@CBMCTucson.com
Tan Ponce	Elite Building Services	(520) 833-6266		tanp@elitetucson.com
ERIK PONCE	Elite Building Svcs	(520) 833-3079		EPONCE@elitetucson.com
Johnny Buck	ServiceMaster Clean	480-577-1983		JIBUCK@ServiceMaster.com
Juan Gervin	Verde	602 532 7508		Jgervin@verdeclean.com
Paul Saez	Verde Clean	(623) 556-3306		PSAEZ@verdeclean.com
Aishah Rothermel	DetailX Perfection	(928) 546-3786		Aishah.Rothermel@DetailXPerfection.net