



SEDGWICK COUNTY, KANSAS
FINANCE DEPARTMENT
Division of Purchasing
Joseph Thomas, Purchasing Director
525 N. Main, Suite 823 ~ Wichita, KS 67203
Phone: 316 660-7255 Fax: 316 383-7055
<http://sedgwickcounty.org/finance/purchasing.asp>

ADDENDUM 1
RFP #19-0083

CUSTODIAL SERVICES FOR THE SEDGWICK COUNTY FLEET MAINTENANCE, RADIO SHOP, AND REGIONAL FORENSIC SCIENCE CENTER

November 7, 2019

The following is to ensure that vendors have complete information prior to submitting a proposal. Here are some clarifications regarding the proposal for Custodial services for the Sedgwick County Fleet Maintenance, Radio Shop, and Regional Forensic Science Center.

Questions and/or statements of clarification are in **bold** font, and answers to specific questions are *italicized*.

1. Are we able to download or print any prior bids?

Answer: You can view past proposal results online on the Sedgwick County website.

2. Will we be able to subcontract out floor care if our company is not able to fulfil the required duties with the equipment we have?

Answer: No

3. Is GS-42 & MRSA two separate products we need to use?

Answer: Yes

4. On page 5 #23. Please let me know what the information is requesting?

Answer: Special request cleaning. This would be outside of the contract and would be billed separately.

5. Am I correct that carpet & tile is cleaned semi-annually?

Answer: Yes

6. How often is grout cleaning done?

Answer: Upon Request

7. On page 12 Section 3 3.1.7 can you please explain that more in detail?

Answer: If your cleaning company is awarded you need to have a Name and Phone number for on-site supervisor for CCS contact. 3.1.7, Have performance standards within six (6) months for CCM approval of completed work.

- 8. What is a transition plan & quality control plan stated in Section 3 3.1.8? Is this something we are required to provide?**

Answer: Yes it is required. The transition plan explains how you will prepare to begin operations on the contract. The Quality Control Plan explains how you intend ensure cleaning standards are met and maintained.

- 9. Prior to or once awarded the contact do you perform background checks & drug screening on the Vendor as well as vendor's staff? I know we conduct our own investigation but do you do so as well?**

Answer: Yes, Sedgwick County will perform background checks.

- 10. How do we get the Blood Borne Pathogen training? Right to know training? If that's something we can work on prior to being awarded?**

Answer: This is the bidding vendor's responsibility. Yes.

- 11. There is a list of certification on page 15. Can you provided a list the information to get those certifications?**

Answer: This is bidding vendor's responsibility. Certifications are recommended, not required.

- 12. Do we need to be bonded?**

Answer: Yes

- 13. Will the answers to questions be on the purchasing website by November 6th?**

Answer: It is our intention.

- 14. The non-employee cleaning contract is for subcontracting opportunities. Is this correct?**

Answer: No, non-employee refers to persons not employed by Sedgwick County.

- 15. Is the frequency 5 days a week for all tasks within the new RFP's?**

Answer: Frequency of specific tasks will be determined by your proposal.

- 16. What time of day we can start to clean and at what time we have to be completed?**

Answer: 8:30am – 4pm

- 17. Is there a floor plan available?**

Answer: Yes, floor plans are attached to this addendum. Please disregard color coding as it is no longer relevant.

- 18. What products are provided by the County?**

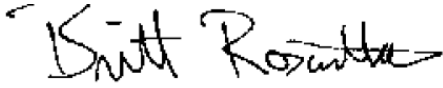
Answer: Paper products, can liners, and Hand Soap

- 19. Do vendors clean vents and ceiling fans?**

Answer: Yes, upon request.

Firms interested in submitting a proposal *must* respond with complete information and **deliver on or before 1:45 p.m. CST, Tuesday November 19, 2019**. Late proposals will not be accepted and will not receive consideration for final award.

“PLEASE ACKNOWLEDGE RECEIPT OF THIS ADDENDUM ON THE PROPOSAL RESPONSE PAGE.”

A handwritten signature in black ink, appearing to read "Britt Rosencutter". The signature is fluid and cursive, with a horizontal line extending from the end of the name.

Britt Rosencutter, Buyer
Purchasing Agent

BR/hp