

QUESTIONS AND ANSWERS
RFP-DOT-12/13-1079BT
SWIFT SunGuide Center Janitorial Service Contract

1. Is there an area which may be utilized by the janitorial contract employees to conduct tool box safety topic meetings or other brief meetings daily prior to beginning a shift?

Yes, the contract employees can use a vacant conference room on the second floor, the lobby, or the main snack bar for brief meetings.

2. How many current janitorial contract employees are working at the center? (part-time # & full-time #)

There are currently fifteen people with background clearance that can perform the various janitorial contractual services outlined in the Scope of Services. There is one person during the day and one person in the evening performing the daily and twice daily duties outlined in the Scope of Services. Each contractor will need to determine the amount of staff necessary to perform the services outlined in the Scope of Services.

3. Will the new janitorial contractor be allowed to offer continued employment to the incumbent's employees presently working at the center?

This is not within the department's control or responsibility. Each contractor should plan to provide their own staff as necessary.

4. So that I may get a better understand of supplies we will need to provide, can you either provide me with a monthly usage estimate or provide me with a number of total employees working from the facility?

FHP District for Fort Myers is: 74,
FHP Communication Center Dispatch is: 40
FHP Commercial Vehicle Enforcement is: 21, generally, 5 use the office frequently.
FDOT operations staff is: 25
FDOT is: 16
Total Employees = 176 for 24/7 operations

5. Is there a preference on the paper used i.e. recycled, specs?

No

6. Can delivery of paper products be dropped shipped directly to your facility or do our staff need to bring with them to the facility?

Your staff will need to bring the necessary supplies to the SWIFT Center. We will NOT accept packages on your behalf.

7. I did not notice elevators included in the bid package, are they to be disinfected, stainless steel and wood polished as well? Floors vac and moped?

Yes, Section 4.3.2.2.3 outlines the requirements for vacuuming the elevator and Section 4.3.2.2.11 refers to cleaning smudges from doors. This would include the elevator door.

8. Will the plastic light covers that covered the florescent lights need to be removed when cleaning the lights?

No

9. Who is currently providing Janitorial Services and what is the current bidding amount?

United States Service Industries who are contract for \$199,800.00 for 3 years

10. How many SF has the facility?

See Section 1.0, General Requirements in Exhibit "A" Scope of Services.

11. How many SF of carpet has the facility?

See Table 4.1 in Exhibit "A" Scope of Services.

12. How many SF of tile or VCT tile has the facility?

See Table 4.1 in Exhibit "A" Scope of Services.

13. How many janitorial employees are currently cleaning?

Answer previously provided: There are currently fifteen people with background clearance that can perform the various janitorial contractual services outlined in the Scope of Services. There is one person during the day and one person in the evening performing the daily and twice daily duties outlined in the Scope of Services. Each contractor will need to determine the amount of staff necessary to perform the services outlined in the Scope of Services.

14. How many janitors are needed for the night shift?

See Answer to Question number 4 above.

15. How many hours by day is it necessary to complete the cleaning?

See Answer to Question number 4 above.

16. May you provide to my company a copy of the proposal awarded before? Previously sent to your Company

17. What is the minimum wage for this contract?

The current Florida minimum wage is \$7.67 per hour, effective January 1, 2012. Florida law requires the Florida Department of Economic Opportunity to calculate a minimum wage rate each year.

18. For this contract, The Department of Transportation will provide the hand towels, paper toilet, plastic bags for the garbage?

NO, the materials, equipment, and consumable supplies are all inclusive of the items needed to complete all of the janitorial work. See Section 4.3.1.1.1 in Exhibit "A" Scope of Services.