



THE COUNTY OF GALVESTON

RUFUS G. CROWDER, CPPO, CPPB
PURCHASING AGENT

COUNTY COURTHOUSE
722 Moody (21st Street)
Fifth (5th) Floor
GALVESTON, TEXAS 77550

November 18, 2022

PROJECT NAME: Janitorial Services for Galveston County
SOLICITATION NO: RFP #B232003
RE: ADDENDUM #2

To All Prospective Proposers:

The following information is being provided to aid in the preparation of your proposal submittal(s):

Revised Timeline:

The Procurement Timeline for this solicitation has been revised. The revised timeline is listed below:

- **Submission Deadline / RFP Opening:** Thursday, December 15, 2022, 2:15 P.M.

Question #1: *Is SAM.gov registration required for this bid?*

Response: Yes.

Question #2: *To confirm, this is not applicable for Section 3 subcontracting as this is not HUD funded?*

Response: This RFP is not applicable for Section 3 subcontracting.

Question #3: *To confirm, Davis Bacon/Prevailing Wages do not apply?*

Response: Davis Bacon/Prevailing Wages do not apply to this RFP.

Question #4: *Do you want this bid as a lump sum price? Or per property price?*

Response: Lump sum with a line item per building.

Question #5: *What was the prior contract amount(s) awarded for tis RFP?*

Response: This information is not available at this juncture of the solicitation process.

Question #6: *Could you clarify the bond requirements for this RFP? In the body of the RFP it states that a bid bond, performance bond & payment are required. However, in the 3 contracts it states that no performance or payment bonds are required.*

Response: See response to Question #8.

Question #7: *If you have square footage on the County Court Gymnasium that would be great.*

Response: This facility is now closed and will not require janitorial services.

Question #8: *A 5% bid bond is due with proposal and a Payment and Performance Bond will be required after award?*

Response: A 5% bid bond is due with proposal submittal. Payment and Performance Bonds are not required.

Question #9: *Please confirm, a Statement of Proposal (statement of intent?) that encompasses (1) original and (4) copies need to be delivered to Rufus Crowder before bidding?*

Response: One (1) single-sided original and five (5) single-sided copies are required. All requested submittal items in the requested quantities are due on or before the advertised Submission Deadline / RFP Opening date as published in the Procurement Timeline and/or as amended by addendum.

Question #10: *The proposal, itself, includes (1) original and (5) copies?*

Response: Please refer to the response in question #9.

Question #11: *Is a wet signature required on the original or can it be electronic?*

Response: Yes. The original is to include a wet signature.

Question #12: *Will another zoom meeting be offered? Should I just proceed with completing the bid?*

Response: No Zoom meetings other than what is specified in the bid document are scheduled.

Question #13: *Are there any meetings scheduled to walk the buildings that are included in this RFP?*

Response: No scheduled walk-throughs are available. The intent of the detailed specifications of each facility will hopefully suffice for submitting a responsive proposal.

Question #14: *Are the buildings open to the public so we may go at our own leisure to walk the buildings and see the floors and finishes?*

Response: There are areas in most buildings open to the public but departmental offices are off limits.

Question #15: *Will you be able to provide a percentage of floor types (carpet, VCT, Terrazzo, tile, cement, wood flooring) for us to create a flooring program?*

Response: Not at this time. Due to staffing issues, site visits to gather this information are not planned, however, if prospective proposers would like visits in an effort to satisfy this request, they are welcome to do so. An escort will not be provided, and visitors will not be allowed to go into departmental offices and restricted areas, just common areas. The Galveston County Health District offices are off limits for unescorted site visits.

Question #16: *Please confirm you would like the floorwork to be included in the rate.*

Response: Yes.

Question #17: *Are there any day porters staffing wages that you like us to base our pricing on for the bill rates?*

Response: No.

Question #18: *Will you consider transitioning any current staff?*

Response: That is up to current staff and the incoming company to negotiate.

Question #19: *Shall we include exceptions to the contract in this RFP with our proposal?*

Response: Yes. Any exceptions to the proposal conditions should be listed on separate sheets of paper, identified as such, and included with original submittals.

Question #20: *Does the contract in the RFP allow for exceptions?*

Response: See response to Question #20.

Question #21: *Will there be transparency in all questions asked from each bidding janitorial company?*

Response: Yes. All questions received will be answered and the responses will be made public for all interested parties via email and posted to the County's Purchasing website listed in the bid document, search the Solicitations tab.

Question #22: *When will the questions be answered and returned?*

Response: Questions and responses will be answered in a timely manner and released to the public via addenda.

Question #23: *Will you be providing a list of the participating janitorial companies? Where can we find this?*

Response: Purchasing does not control what janitorial companies will participate in this solicitation effort therefore such a list does not exist.

Question #24: Can you provide the info below?

<i>Description</i>	<i>% of Carpet</i>	<i>% of Tile/VCT</i>	<i>Number of Restrooms</i>
<i>County Courthouse 722 Moody Galveston, TX</i>			33
<i>Mid-County Annex Galveston County Health 9300 Emmett F. Lowry Expressway Texas City, TX. 77590</i>			30
<i>Animal Resource Center 3412 Lop 197 North Texas City, TX</i>			5
<i>Juvenile Detention Center 6101 Attwater Texas City, TX</i>			9
<i>Medical Examiners Building. 6607 FM 1764 Texas City, TX</i>			7
<i>West County Building 11730 Hwy 6 Santa Fe, TX</i>			2
<i>Road & Bridge 5115 Hwy 3 Dickson, TX</i>			5
<i>Justice of Peace, PCT. 3 203 Vauthier La Marque, TX</i>			3
<i>Justice of Peace, PCT. 7. 4500 10th Street Bacliff, TX</i>			5
<i>Dickinson Senior Citizens Building 2714 Hwy 3 Dickinson, TX</i>			2
<i>Texas Cooperative Extension Facility 4102 Main Street (FM519) La Marque, TX</i>			4
<i>Texas City Courthouse Building 2516 Texas Avenue Texas City, TX</i>			3
<i>League City Annex Building 174 Calder Road League City, TX</i>			Building under construction
<i>Sam Popovich Annex 1924 Sealy Galveston, TX</i>			4
<i>Wayne W. Johnson III Community Center 4102 FM 519 (A) La Marque, TX</i>			2
<i>Walter Hall Park Pavilion 807 Hwy 3 North League City, TX</i>			2

<i>Description</i>	<i>% of Carpet</i>	<i>% of Tile/VCT</i>	<i>Number of Restrooms</i>
<i>Bacliff Community Center 4503 11th Street Bacliff, TX</i>			<i>2</i>
<i>Runge Park Community Center 4605 Peck Santa Fe, TX</i>			<i>2</i>
<i>Crystal Beach Annex Building Noble Carl Rd. Hwy. 87 Crystal Beach, TX</i>			<i>6</i>
<i>Galveston County Justice Center 600 59th Street Galveston, TX</i>			<i>43</i>
<i>Law Enforcement Building 600 59th Street Galveston, TX</i>			<i>18</i>
<i>Emergency Management Facility 1353 FM 646 Dickinson, TX</i>			<i>6</i>
<i>Auto Crimes Task Force 1620 Gill Road Dickinson, TX</i>			<i>2</i>
<i>Adult Probation 715 19th St. Galveston, TX</i>			<i>5</i>
<i>Museum & Juvenile Probation 708 716 Moody Galveston, TX</i>			<i>4</i>
<i>Road & Bridge 920 Noble Carl Dr. Crystal Beach, TX</i>			<i>2</i>
<i>Bacliff Law Center 823 Grand Bacliff, TX</i>			<i>2</i>
<i>131 Pecan St. League City, TX</i>			<i>2</i>

Response: The carpet and Tile/VCT information requested in this chart is not available at this time. See response to Question #15.

Question #25: *Would Galveston County consider dividing the contract among various vendors?*

Response: No.

Question #26: *For the Medical Examiner's Building it says "Hours are 5:00 PM – 6:00 PM for total of 2 hours each day". Can you clarify this statement? Is the time off here or the number of hours?*

Response: It should be 4 pm to 5 pm for a one (1) hour total.

Question #27: *In the Line items it lists Building 29 as the County Courthouse Gymnasium located at 715 19th Street. There are no details in the RFP for this Gymnasium (square feet, hours, etc.). Can you provide details for this item so we can accurately bid it?*

Response: This facility is closed and will not be made a part of the resultant contract.

Question #28: *Can the County provide a percentage breakdown of flooring by facility that clearly shows the breakdown of hard floors vs. carpet?*

Response: This information is not readily available. See response to Question #15.

Question #29: *Can you please clarify the number of hours per day for each Day Porter required by facility? Some of the facilities requiring Day Porters are relatively small and do not appear to need a full-time Day Porter.*

Response: 4 to 8 hours.

Question #30: *Do you intend for Day Porters to do full-cleaning duties during the day for facilities where there is no evening cleaning?*

Response: Yes.

Question #31: *For the Texas City Courthouse Building it states: "Work schedule will be on 5-day basis. Part-Time day porter is required. Hours are to be 4:30 pm – 6:30 pm or 5:00 pm – 7:00 pm. No cleaning during the day. To clarify here, the standard evening cleaning is intended to be during one of those two time windows mentioned above, correct?"*

Response: 4:30 to 6:30.

Question #32: *For the Sam Popovich Annex it states: "Work schedule will be on a 5-day basis, prior to 5:00 pm". This day person will be a regular custodian and not a day porter, correct?"*

Response: Regular Custodian.

Question #33: *Please clarify all facilities that require evening cleaning services. Not all facilities listed say this.*

Response: Justice Center (600 59th St.) is currently 5 pm to 9 pm.

Question #34: *Has a livable wage determination been made for this contract?*

Response: No.

Question #35: *Are we to follow federal wage rates?*

Response: No.

Question #36: *Please clarify medical examiners office time in RFP is 1 hour scope requires 2 hours of daily cleaning.*

Response: Two hours minimum is expected for each facility.

Question #37: *Scope for gymnasium is not in the RFP and has the same address as adult probation building, please clarify address.*

Response: The gym is closed and will not require janitorial services.

Question #38: *Please clarify the amount of proposal submittals in one section it states 1 original and 5 copies and in special provisions it states one original and 4 copies.*

Response: One (1) single-sided original and five (5) single-sided copies are required.

Question #39: *Please clarify the font size it to be no smaller than size 11 except organization charts and other graphics and footers are to be no smaller than size 9 font.*

Response: That is correct.

Question #40: *In section R of the special provisions there is a reference to required minimum hours, please provide the minimum required hours for both day and evening cleaning by location, as this is not clear in the building specific information.*

Response: Two (2) hours minimum for each building.

Question #41: *Evening cleaning hours are specified 4 pm to 7 pm, can these time frames be extended to provide for at least 4 pm to 10 pm?*

Response: No.

Question #42: *Please provide the SQFT for the terrazzo flooring at 722 Moody.*

Response: Approximately 24 percent give or take.

Question #43: *There is no reference to carpet maintenance other than vacuuming, is carpet cleaning quarterly excluded from the specifications?*

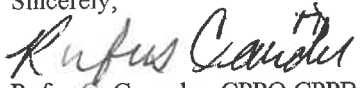
Response: Quarterly carpet cleaning is excluded from this contract.

If you have any further questions regarding this bid, please address them to the representative listed below, via e-mail at purchasing.bids@co.galveston.tx.us, or contact the Purchasing Department at (409) 770-5371.

Rufus G. Crowder, CPPO CPPB
Galveston County Purchasing Agent
722 Moody, Fifth (5th) Floor
Galveston, Texas 77550
E-mail: purchasing.bids@co.galveston.tx.us

Please excuse us for any inconvenience that this may have caused.

Sincerely,

A handwritten signature in cursive script that reads "Rufus Crowder". The signature is written in black ink and is positioned above the printed name.

Rufus G. Crowder, CPPO CPPB
Purchasing Agent
Galveston County