

CITY OF NEWPORT, OREGON

AMENDMENT NO. 1

RFP FOR CUSTODIAL SERVICES

Email Question and Answer Summary

1. What is the estimated square footage of each location to be cleaned?
 - a. City Hall offices and conference rooms: 12,000 sq ft
 - b. Police Department: 7,500 sq ft
 - c. 60+ Activity Center: 24,785 sq ft
 - d. FBO building at the Newport Municipal Airport: 2,400 sq ft
 - e. Public Works Shop: 8,200 sq ft
 - f. Water Treatment Plant: 13,676 sq ft
 - g. Wastewater Treatment Plant: 2,100 sq ft
 - h. Library: 12,925 sq ft
 - i. Fire Station: 3200 sq ft

2. Is there a surety, payment, or performance bond requirement for this contract?
 - a. No

3. Can the Contractor License with BOLI: Can this be waived in the case of a janitorial service provider (vendor) contract that is not related to construction or contracting?
 - a. Any contractor awarded the contract must have a Property Services Contractor License through BOLI.

4. What is the incumbent service provider's company name?
 - a. Associated Cleaning Services, Inc

5. Please provide the current cost or a 'how-to obtain' the existing incumbent pricing with a breakdown of cost per location.

LOCATION	CURRENT MONTHLY PRICING
City Hall with Police Department	\$1,739.20
60+ Activity Center	\$1,511.19
FBO building @ Newport Airport	\$491.02
Public Works Shop	\$718.50
Water Treatment Plant	\$867.70
Wastewater Treatment Plant	\$676.01
Library	\$3,249.62
Fires Station	\$52.77

6. Do you have a not-to-exceed budget that you can share?
- a. No
7. Approximately how many restrooms are to be cleaned in each location, and are there any shower stalls or workout facilities to be cleaned?
- a. City Hall offices and conference rooms: 2 public restrooms
 - b. Police Department: 2 restrooms and 2 locker rooms
 - c. 60+ Activity Center: 4 public restrooms
 - d. FBO building at the Newport Municipal Airport: 2 public restrooms
 - e. Public Works Shop: 4 restrooms with showers
 - f. Water Treatment Plant: 2 restrooms with showers
 - g. Wastewater Treatment Plant: 1 restroom, 2 locker rooms with showers
 - h. Library: 4 public restrooms
 - i. Fire Station: 4 restrooms and 1 shower
8. Do you provide consumables such as toilet paper, hand soap, etc.? If not, can we exclude consumables from cost pricing and offer them on a cost-plus-handling fee basis?
- a. The City does not provide consumables. It is the responsibility of the successful proposer to order, supply, and bill based on a cost-plus handling fee. Consumable expenses are to be excluded from this proposal.

9. Pre-proposal Conference Details

- a. A Pre-Proposal Conference and Tour has been scheduled to answer questions about this RFP on Thursday, September 12, 2024, at **10:00 A.M.**