

**CITY OF NEWPORT, OREGON**  
**AMENDMENT NO. 2**  
**RFP FOR CUSTODIAL SERVICES**

***Email Question and Answer Summary***

1. The Request for Proposal states, “Public Works Shop will be cleaned before 7:00 A.M. and 3:30 P.M. on Wednesday and Friday.” Should this be interpreted as cleaning occurring before 7:00 A.M. and after 3:30 P.M.?
  - a. This was a typo. It should state, “Public Works Shop will be cleaned between 7:00 A.M. and 3:30 P.M. on Wednesday and Friday.”
  
2. The Request for Proposal states, “Water Treatment Plant will be cleaned before 10:00 A.M. on Monday,” can you confirm whether the cleaning staff have access to this location over the weekend, or is access limited to Monday only?
  - a. Access to the facility will be for Monday only based on the facility’s request.
  
3. Could you provide the square footage for each site concerning the floor care required for both carpets and hard surfaces?
  - a. The square footage provided in Amendment No. 1 covers both carpets and hard surfaces.
    - i. City Hall offices and conference rooms: 12,000 sq ft
    - ii. Police Department: 7,500 sq ft
    - iii. 60+ Activity Center: 24,785 sq ft
    - iv. FBO building at the Newport Municipal Airport: 2,400 sq ft
    - v. Public Works Shop: 8,200 sq ft
    - vi. Water Treatment Plant: 13,676 sq ft
    - vii. Wastewater Treatment Plant: 2,100 sq ft
    - viii. Library: 12,925 sq ft
    - ix. Fire Station: 3200 sq ft

4. Do you have information on the number of glass pieces in each building for window cleaning, and does the window cleaning service include relites?
  - a. The City does not have an inventory count on the total glass pieces in each facility. The City does not have many relites, but yes they are to be included in the window cleaning.