



**State of Florida
Department of Transportation
Florida's Turnpike Enterprise**

INVITATION TO BID

DOT-RFP-19-8003-GB

RESPONSE TO QUESTIONS

Question No. 1: Is there a set amount of day porters/matrons?

Response: The number of Day Porters/Matrons is to be determined by the proposer. This is a Request for Proposal (RFP), and the proposer is required to provide a proposal to the Department that includes, but is not limited to, their approach in meeting the performance expectations described in Exhibit "A," Scope of Services and Attachment "A," Task and Performance Measures For All Service Areas.

Question No. 2: How many meetings on average per month are set for the conference rooms and the auditorium?

Response: On average, there are approximately sixteen to twenty (16-20) meetings per month that require room set-ups.

Question No. 3: What level background checks are required for employees and will there be a different level of background check needed for people that would be doing the 24hour areas in buildings 5317 and 5318?

Response: Please refer to Exhibit "A," Scope of Services, Section 6.0, Vendor and Staff Qualifications/Certifications/Designations and Requirements and Section 6.3.b, Vendor's Janitor(s) Requirements and Work Experience.

Question No. 4: Is there an estimated usage for the consumables(paper, soap, feminine products, hand sanitizer....)

Response: The estimated usage for the consumables is to be calculated and determined by the proposer based on the number of employees and hours of operation provided in Exhibit "A," Scope of Services, Section 5, Hours of Operations and Sub-section 8.1, Supplies and Inventory. In addition, there are approximately one hundred (100) daily visitors and approximately ten (10) employees that work twenty-four hours a day, seven days a week (24/7).