

Mission:
To protect, promote & improve the health
of all people in Florida through integrated
state, county & community efforts.



Ron DeSantis
Governor

Vision: To be the Healthiest State in the Nation

**Addendum 1
ITB DOH18-015
Janitorial Services**

DATE: February 25, 2019
TO: Prospective Vendors
FROM: Brent Tambourine, Department of Health
Purchasing
SUBJECT: Addendum 1 to DOH18-015

**Questions and Answers
ITB DOH18-015
Janitorial Services**

Q1) I was wondering if you could provide the previous winning bid details (amount and breakdown)

A1) See prior solicitation # DOH15-006.

http://www.myflorida.com/apps/vbs/vbs_ad_r2.view_ad?advertisement_key_num=123891

Q2) May I please have the current contract amount, contract number, and the name of the contract holder?

A2) \$136,578.00 for six (6) months. PO # B466B3. City Wide Maintenance of Tampa Bay.

Q3) We are responding to subject new advertisement that was received today and kindly ask if there is any way that we could view the location(s) where the services would be required in Pinellas County.

A3) See section 2.5 and Attachment A, section 3 of ITB.

Q4) This opportunity will allow us to get a better understanding of the scope of work envisaged by the Department of Health. Also, and only if possible, we would appreciate an opportunity to meet face-to-face with your designated representative who would, no doubt, be able to clarify some questions for us.

A4) See section 2.7 of ITB.

Q5) What is the current contracted monthly price and yearly price?

A5) See response to Q2.

Q6) Can you provide us with the bid tab sheet and Solicitation Number from the last bid opening?

A6) See response to Q1.

Q7) Is it possible to get the current supply usages from the current contractor?

A7) Chemical quantity usage by the current janitorial service provider is unavailable to the Department.

Q8) Is the scope/size of this bid identical with the current contract?

A8) No.

Q9) Are there any significant changes from the last bid?

A9) Yes.

Q10) What are the criteria for awarding the contract?

A10) See section 2.9 of the ITB.

Q11) Can you specify the percentage of each category; Price, qualification, experience, etc.?

A11) Reference ITB DOH18-015 for detail.

Q12) Who is responsible for furnishing supplies; paper products, trash can liner, hand soaps, and chemicals?

A12) Paper products will be supplied by the Department. Chemicals will be supplied by the Provider.

Q13) Can you city provide carpet to tile % per location?

A13) Specification(s) was to be obtained by the Respondent(s) during mandatory site visits.

Q14) Why did these facilities come up for bid at this time?

A14) Current PO ends June 30th, 2019.

Q15) Has the Scope of Work under the new solicitation remained same, decreased or increased compared to the current contract?

A15) Increased.

Q16) Has the contract price been increased for the past years if use outsource?

A16) Yes.

Q17) Will it be awarded a single bidder or multiple bidders?

A17) See response to Q10.

Q18) What is the prevailing wage for this project?

A18) Information Unavailable to the Department.

Q19) Are the current vendor's employees union members?

A19) Information Unavailable to the Department.

Q20) Under the freedom of Information Act, 3H request to release updated current vendor's employee roster.

A20) Information Unavailable to the Department.

Q21) Can you please provide the current contractor name, contract amount and contract number?

A21) See response to Q2.

Q22) I would like to participate on the; Janitorial Services at Florida Department of Health in Pinellas County, is it just to follow the instruction and submit the bid? or is there something else required please?

A22) See section 3.2 of ITB.

Q23) Is there a specific bond form template the Florida Department of Health requires for this project? Specifically, is there a bid bond form template you would like us to use for the bid bond? Or will our surety carrier's standard bid bond form be acceptable

A23) Surety carrier's standard bid bond form is acceptable.

Q24) Likewise, if awarded the project, will there be a template performance bond form that will need to be used for the performance bond? If so, can you please send me a sample of the form

A24) Surety carrier's standard performance bond form is acceptable.

Q25) do you want a Supervisor at each site? Do you want a lead at each site with an additional project supervisor? Is the Supervisor in addition to the 6 required workers?

A25) Designate one (1) per-site supervisor. The supervisor (per-site) can be an addition to the required number of staff (per-site), or be part of the required staff levels for each site.

Q26) The math is wrong, a 20,000 Sq.ft. building at 4,0000 per man hour is 5 man hours. Also Totaling up all of the square footage provided and not having any for the mobile- The total is 238,796 square ft. This would require 7.46 people to clean them daily, not six people

A26) ITB DOH18-015, page 27. (29) Staffing Levels, (a) Provide staff for routine work at a minimum of 4,000 square feet per man-hour (i.e., a 20,000-square foot building will require a minimum of six (6) man-hours). The provider will provide six (6) staff, each working eight (8) hours per workday, 40 hours per week, for project work as scheduled by the Department.

Q27) can you please tell me which building have the locations listed below? Thanks

Cleaning of secured locations (IT Department, HR Hub, HR Liaisons Offices, Legal Department Suite, Disease Control Division, Medical Records Suite, Vital Statistics, Server Rooms, Vaccine Storage, Environmental Services, Code Enforcement) must begin immediately prior to routine cleaning of the remaining common areas of buildings and completed no later than 4:59pm each business day

A27) St. Petersburg Health Department: IT Department, HR Hub, HR Liaisons Offices, Disease Control Division, Medical Records Suite, Vaccine Storage. Mid-County Health Department: Legal Department Suite, Vital Statistics, Environmental Services, Code Enforcement. All DOH (Pinellas): Server Rooms.

Q28) Can you please provide the current contract value, Current contract number and Current contract vendor name?

A28) See response to Q2.

Q29) Also, is there a wage determination or is the labor represented by a Union?

A29) Information Unavailable to the Department.

Q30) What are the net terms for payment from time of invoicing? (net 30,60,90?)

A30) In accordance with Florida Statute 215.422

Q31) Are there any members of the existing staff that would be recommended for retention? Would there be any objections to hiring any of the current staff who have performed in the current contract?

A31) Unknown.

Q32) What are the most common complaints throughout the footprint and at what frequency? Please be specific per site.

A32) Trash cans are sometimes missed.

Q33) who is responsible for consumables (paper towels, toilet paper, trash bags etc.) as well as chemical purchases?

A33) See response to Q12.

Q34) Section 3.10- Please provide more clarification on the “ form and manner” the successful bidder is required to submit the performance bond

A34) See response to Q24.

Q35) Attachment A- (26)- We understand that we will be refilling and restocking consumable products, but will the successful bidder be providing the consumables as well and if so, should the cost be incorporated into the bid pricing?

A35) See response to Q12.

Q36) Section 3.6.2- If FDOH is happy with their current janitorial provider, can the current provider use FDOH as a reference?

A36) No.

Q37) Who is the current contractor?

A37) See response to Q2.

Q38) What is the current awardee's tabulations?

A38) See response to Q1.

Q39) Has there been any changes in the scope since the previous solicitation?

A39) See response to Q8.

Q40) Can a copy of the current vendor supply cost be disclosed?

A40) Information unavailable to the Department.

Q41) Can a number count be disclosed of how many staff are service each building?

A41) Reference ITB DOH18-015 for detail of required staff levels.

Q42) Is there an estimated budget for this contract?

A42) Yes.

Q43) What is the square footage of VCT, would you all happen to have a figure of the actual VCT Tile sq. ft. of each building?

A43) See response to Q13.

Q44) What is the square footage of Carpet, would you all happen to have a figure of the actual carpet sq. ft. of each building?

A44) See response to Q13.

Q45) On page 25 #20 Wash exterior glass, quarterly but then on item b) it reference twice a year. Can you Clarify if this is a quarterly service or bi-annual?

A45) This will be a quarterly service requirement.

Q46) Can you provide the square footage area of the walkways and steps that are to be power washed at each site?

A46) See response to Q13.

Q47) Page 27 c) states to have one lead supervisor per site working 8 hours a day 40 hours per week. Can you clarify if the intention was that 1 project manager would be designated for all the locations?.

A47) See response to Q25.

Q48) At 4,000 sf per hour, 20,000 square foot facility would require 5 man hours?

A48) See response to Q26.

Q49) Are there night time cleaners required in addition to this staff?

A49) Reference ITB DOH18-015, page: 32 and 33 for service time detail.

Failure to file a protest within the time prescribed in Section 120.57(3), Florida Statutes, or failure to post the bond or other security required by law within the time allowed for filing a bond shall constitute a waiver of proceedings under Chapter 120, Florida Statutes.