



The State of Florida

Department of Management Services

Invitation to Negotiate (ITN)

CUSTODIAL SERVICES

No. 21-76111500-ITN

Questions and Answers

Contained herein are the responses to the questions submitted to the Department of Management Services (Department).

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. Any protest concerning this agency decision must be timely filed with the Agency Clerk. Protests may be filed by courier, hand delivery, or U.S. mail at Department of Management Services, Office of the General Counsel, Attention: Agency Clerk, 4050 Esplanade Way, Suite 160, Tallahassee, FL 32399-0950. Protests may also be filed by fax at 850-922-6312 or by email at agencyclerk@dms.fl.gov. It is the filing party's responsibility to meet all filing deadlines.

The Procurement Officer should be copied on such filings.

Please Note: This document does not need to be returned with the Respondent's Reply.

The Department has received the following questions from the vendor community through MFMP Sourcing and answers are provided in the following table:

| No. | Question | Answer |
|-----|---|--|
| 1 | For the supplies supply: toilet paper, soap, sanitizer, paper towels, and trash bags what size and brand used at the locations in Region 2? | The Customer will determine the size and brand of supplies. |
| 2 | Which locations in Region 2 need day porters and which locations need night workers? | The Customer will determine the need for porters at each Customer location following Contract execution. |
| 3 | How many day porters and night workers are currently in the Region 2 locations that will be serviced? | The Department does not currently have a state term contract established to determine this information. |
| 4 | Do we bid on a specific region? Or how exactly will those regions be chosen? | Respondents may provide a Cost Reply for a specific region, Cost Replies for a combination of regions, or Cost Replies for all regions. Please review the Cost Reply Instructions in Attachment C, Cost Reply, and the Selection Methodology Section in the ITN. |
| 5 | If we are awarded the contract, how exactly does the customer's scope of work get integrated into the contract if it is different? | Customer's may choose to integrate a Customer's Scope of Work. This will be determined by the Customer. See Section 3, Customer Specific Scope of Work, of Attachment B - Scope of Work, and Attachment K - Customer Specific Scope of Work. |
| 6 | Can you please clarify the "contract reporting" and "quarterly reporting" sections? | This question is unclear. Please review the Contract Reporting and Quarterly Sales Report Sections in Attachment B, Scope of Work. |

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