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DEPARTMENT OF FINANCE  
TELEPHONE: 770-278-7555  
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**Addendum No. 1**

**RFP No. 23-07  
JANITORIAL/CUSTODIAL SERVICES FOR VARIOUS COUNTY FACILITIES**

**June 16, 2023**

RFP #23-07 is hereby amended as follows:

**1. Below are questions received and corresponding answers:**

- A. **Question:** Who is the incumbent contractor and how long have they been providing their services?

**Answer: There are two (2) contracts: A-Action Janitorial Service (Since 10/25/2016) and American Facility Services (Since 7/28/2020)**

- B. **Question:** What is the current contracted monthly price and yearly price?  
Provide PAST 3 MONTH INVOICE FOR CURRENT VENDOR.

**Answer: See attachment**

- C. **Question:** Can you provide us with the bid tab sheet form the last bid opening?

**Answer: See attachment**

- D. **Question:** Provide copy of Current Contract.

**Answer: See attachment**

- E. **Question:** Why did these facilities come up for bid at this time?

**Answer: The contracts have exhausted all of the renewals.**

- F. **Question:** Is the scope/size of this bid identical with the current contract? Have there been any changes from the previously awarded contract to current request for bid? Are there any significant changes from the last bid?

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Answer: **Additional leased space added but sq. footage remains close to previous bid**

- G. **Question:** Who is responsible for furnishing supplies; paper products, trash can liner, hand soaps, and chemicals?

Answer: **Refer to RFP 23-07 General Supplies and Equipment #1-4**

- H. **Question:** If we provide consumable supplies, is it possible to get the current supply usage data: Kind of products, quantities etc?

Answer: **Contractor is to supply cleaning supplies for Health Facilities only. Rockdale County does not track contractors' usage.**

- I. **Question:** Who is responsible for providing day porters' services for each building? How many hours day porter services are required per day for each building?

Answer: **No day porters needed. All office work is night shift 6p-6am including Health Facility**

- J. **Question:** What is the time frame for day porter's services and night shift?

Answer: **No day porters needed. All office work is night shift 6p-6am including Health Facility**

- K. **Question:** Can you provide the flooring type breakdown of all locations? Carpet, Concrete, VCT, Tile, etc.?

Answer: **Floor cover can be looked at during walkthrough. All floor types used.**

- L. **Question:** What is required minimum wage for this contract?

Answer: **Whatever the Federal requirement is.**

- M. **Question:** Is Exterior Window Cleaning a part of this contract?

Answer: **No**

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N. **Question:** Please provide the size of each building for staffing calculation and pricing.

**Answer: Site addresses and square footage listed on bid package**

O. **Question:** There are no locations listed on a few rows of the Proposal Form. Can you tell us what to do with it? Also, do we put hourly rate for as needed service for #7 CE Steele Community Service Center?

**Answer: Disregard, #5, #16, #17. Yes, hourly since it is "on call"**

P. **Question:** Can you provide the current number of staffing – Day Porter, night shift, driver, etc.?

**Answer: Night Shift work, staffing numbers are unknown.**

Q. **Question:** Do you still require us to contact Mr. Dominick Villano to set up site visits when we go to the mandatory meeting on 6/14, you are going to ask us to sign-in and provide a bus to transfer us from building to building for this mandatory site visit?

**Answer: No**

R. **Question:** Will the contract be awarded to multiple bidders or one company?

**Answer: Unknown at this time. We reserve the right to make one award, multiple awards, or no award.**

S. **Question:** I see no periodic floor work in the scope of services/Custodial Operating procedures beginning on page 11. No Strip and wax, buffing, scrubbing, carpet cleaning? Is this correct?

**Answer: Rockdale County will seek a separate quote when this is needed. It will be done on an as needed basis.**

T. **Question:** Can you please provide the square footage for the additional buildings on the price sheet that may be added later.

**Answer: We don't know what the square footage will be until the buildings are constructed. Rockdale County will seek a separate quote for this as needed.**

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U. **Question:** Who is the current provider? How long have they provided the service?

Answer: **See response to Question A**

V. **Question:** What is the monthly invoice for each location?

Answer: **See Attached**

W. **Question:** Is the contract currently in place the same as the Custodial Operating Procedures in the RFP?

Answer: **See response to F.**

X. **Question:** Is there a local preference or minority preference for the award on this RFP?

Answer: **Yes, Local preference. See page 3 and of the RFP.**

2. All other conditions remain in full force and effect.

3. If a proposal has been submitted and anything in this Addendum causes the contractor to change the item offered or to increase or decrease the proposal price, the new price and/or changes will be inserted below:

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4. All contractors under this Request for Proposal are kindly requested to acknowledge receipt of this Addendum on the Proposal Form, page 18 of this RFP.

*Tina Malone*

Tina Malone, CPPB CPPO  
Purchasing & Procurement Manager  
Department of Finance, Purchasing Division