July 16, 2019

ADDENDUM 4
REQUEST FOR PROPOSAL 231906
Custodial Services

Total pages in this addendum: Four (4)

1. Page 8 #18 references a Payment and Performance Bond. Is a Bond required for this contract? No.


3. Page 18 #28 states: “Contractor will provide a monthly spreadsheet detailing the usage of all materials and supplies by building with product name, packaging, quantity and unit cost.” Can you supply the most recent 12 month usage of consumable products, by campus and/or building? The current contract does not have this requirement. A sample supplies report from January has been posted, see Exhibit 16.

4. What is the Square footages associated with Skyspace Ramada (Exhibit 6 bldg. #X62) at the Tempe Campus. The Skyspace Ramada is a unique outdoor art structure located in the area behind the Bio Design buildings. The cleanable area is approximately 90’ x 90’. Daily cleaning of stainless steel, benches and stone floor are required under this contract.

5. Can you supply student count by campus?
   - Downtown Phoenix Campus: 11,376
   - Polytechnic Campus: 5,162
   - Tempe Campus: 52,054
   - West Campus: 4,468

6. Page 37 states “960,705 of cleanable square footage at Polytechnic”, Exhibit 4 states “916,804”. Which is correct? The figure presented in Exhibit 4 is correct.

7. Page 38 Sun Devil Fitness Center Requires Lead/Floor Tech from 10:30 a.m. to 7:00 a.m. Is this correct? The hours are 10:30 p.m. to 7:00 a.m.

9. Page 38 Chandler Innovation Center- 1 Day Porter listed in RFP, but not shown on Exhibit 4. Please clarify? The Chandler Innovation Center (#R70) was omitted from Exhibit 4 and is now added to Exhibit 4A.

10. Page 39, 45, 48 (Residential Facilities) state Individual Rooms/Apartments will be deep cleaned once per year after Spring or Summer semesters. Exhibit 11 states 2X per year. Please clarify? 1X per year. Any additional cleans will be out of scope.

11. Page 42. How many events annually at Grady Gammage? It varies, but usually 10-12 major shows and concerts. Building is used daily for academic activities.

12. Page 43, Tempe Campus Day Porters, asks for a shared Porter for Schwada and Physical Education East. Physical Education East is not listed on the square footage Sheet. Please clarify? Physical Education East (#41) was recently renamed Bulldog Hall.

13. Page 43, Tempe Campus Day Porter, Centerpoint is listed as needing 1 Porter, but there is no reference to Centerpoint in the square footage spreadsheet. Please clarify? Centerpoint (#179) was omitted from Exhibit 6 and is now added to Exhibit 6A.


15. Page 48 #Residential Facilities, Is there a requirement for number of Porter hours in the West Campus Residences? No.


17. Page 52 #6 UFCW requirement. Are all employees of the current contractor members of UCFW? All productive non-supervisory employees are members of UCFW.

18. Page 56 #1. Is a 3 ring binder acceptable for proposals? Yes.

19. Who will provides the supplies for this contract? The successful proposer will be responsible to provide all product, supplies and equipment under this contract.

20. Should supplies be priced into the proposal? Yes.


22. Do you have key card access for most of the properties? Hard Keys? Both? Key card access is installed on some buildings but not most.

23. For the Uniform requirement, is there a specific requirement for pants? No.

24. Does this contract require ASU badges or company badges to be worn on contractor employees? Company badges.

25. In residential halls, is the square footage listed in the RFP just common areas? GSF/CSF are total building, daily, weekly and monthly columns are the CSF that are cleaned on that frequency.

27. Do you encourage management and supervision to report, take pictures or any issues facilities issues that aren’t custodial related? How do you prefer that communication, email, work order? **Yes.** For facility emergencies (i.e. water flow) call the 24 hour service desk, email or work request for non-emergency conditions.

28. Will awarded contractor have access to the ASU work order system? **Yes.**

29. Do students or RA’s have ability to enter work orders into system? **Yes.**

30. Is the intent to award to one or multiple contractors? **ASU will award based solely upon the merits of the submitted proposals.**

31. Can ASU provide a breakdown by month by campus of the dollar amount ASU was billed from 6/1/18 to 5/31/19 for Janitorial Supplies and disposables by Olympus? **ASU is not billed separately for supplies and disposables. This will continue for the 2020 contract.**

32. Are all products purchased by the Janitorial contractor to clean ASU billable back to ASU or is there a list of product categories that are rebill able as part of the contract? **See above answer and RFP scope work. Out of scope is billed either via a proposal which is inclusive of all product or via time & material.**

33. In Section V under Technical Specifications- General numbers 21-25 it describes the equipment, chemicals, paper and soap that the contractor will and must provide to support this contract. Does ASU have a list of what is currently being provided by the contractor so that the responders have an example of the type of environmental friendly products that are currently being used? **See attached. (Green Clean Info PDF)**

34. What specific product information is required when listing in detail the products/disposables that are being used in this RFP in Section V numbers 23,24 and 25? **Name of supplier, product number, product name, product description, labeled usage information, SDS.**

35. Is the current providers employees union? If so can you tell me if they are Local 99? **Current service provider union is UFCW Local 99.**

36. Will you be able to provide drawings for the buildings we will be providing pricing? **Please contact Chris Cunningham (chris.cunningham@asu.edu, 480-965-8728) to arrange viewing floor plans at the CADD counter in USB or to access a Dropbox site that will be set up specifically for proposers on this RFP.**

37. Will we be able to tour the buildings with or without escort before or after pre bid meeting? **For access to campus buildings, please contact:**
   a. **John Herrera (John.A.Herrera@asu.edu, 602-543-3208) for West Campus**
   b. **Tim Smith (Timothy.Andrew.Smith@asu.edu, 602-496-1506) for Downtown Campus**
   c. **Tom Lyons (Tom.Lyons@asu.edu, 480-727-1115) for Polytechnic Campus**
   d. **Joseph Metzger (JoeMetzger@asu.edu, 480-965-1849) for Tempe Campus**
All other specifications, terms and conditions of the solicitation shall remain unchanged.

All addendums to the RFP are located at https://cfo.asu.edu/construction-facilities-bid-board.

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