

MILWAUKEE TRANSPORT SERVICES, INC.

Friday, September 20, 2019

ADDENDUM NO: 3
RFP NO: MM-08-19 JANITORIAL SERVICES
OPENING DATE: **OCTOBER 4, 2019 @ 2:00 PM, CST**

PLEASE NOTE THE FOLLOWING QUESTIONS:

My correct email address is: malston@mcts.org

Question:

Do I have to make a proposal if they already have everything written out? And they already have a price too?

Answer:

Please read the RFP to see what is required with your proposal. Proposals must be returned with all the required paperwork. Proposals that are incomplete or missing items will be deemed unresponsive and will not be considered.

Question:

Could I please get a list for the consumables that you use at each building for the RFP. Do you also have a rough estimate of how much you order every month?

Answer:

MTS does not have a current specific list. In the RFP consumables are listed in the pricing sheet. Please reference the pricing sheets for the consumables by location. MTS is working on providing an estimate, that will be released in another addendum.

Question:

Do the winning company supply the job or does it come with it when starting and we let you all know when items are running low?

Answer: The selected vendor supplies all of the consumables, as needed, for the entire duration of the contract.

Question:

Could my company have approval to conduct an independent short non-invasive tour of the locations? My goal is to collect as much information, so that my company can fulfill submission requirement(s) by the expected due dates.

Answer: No, there is only one walk through for this RFP. Please review the RFP for the information necessary.

Question:

I currently am operating a cleaning company by the name of E&A Sparkling Clean. I am interested in bidding on addendum number 2. What are the steps I need to take in order to become a contractor in the network?

Answer: Addendum #2 is answers to questions asked by other vendors. The full RFP can be viewed and printed from our website at www.ridemcts.com scroll to Business Partners click there and then click active bid and proposals. Choose the Janitorial RFP. Be sure to print all the addenda released thus far and continue to check the website for further addenda. Read the RFP thoroughly, incomplete proposals will not be considered.

Question:

Do you have maps/floor plans of each location that you could provide us?

Answer:

MTS will not release the floor plans.

Question:

Do you have a breakdown of flooring types (carpet, VCT, CT, etc) with the square footage for each building? This is needed so we can price the hot water extraction of carpet, strip and refinish of floors and machine scrubbing floors, buffing and cleaning of walls.

Answer:

We do not have a breakdown of the square footage flooring types. MTS has requested an hourly cost for all specialty floor cleaning on the summary tab. Estimates will be requested by area when MTS feels that this specialty cleaning. The hourly rates provided for the specialty cleaning is what will be used to estimate the cost of specialty cleaning.

Question:

During the walk through, there was mention that some of the locations have either day service, night service or both.....could you please clarify by location what is needed?

Answer:

Please refer to the Compliance Matrix in the RFP. All acceptable hours for cleaning by location have been listed in the compliance matrix at the beginning of each location section.

Question:

In addendum #2, we were given the previous monthly charges by location. I see that it says that this includes cleaning and consumables, does this also include all of the periodic floor work?

Answer:

Specialty floor cleaning is new to this scope of work and was not in the previous RFP.

Question:

In the excel spreadsheet for the monthly budget, where are we supposed to add in the periodic floor work? Is this priced separately?

Answer:

Specialty floor cleaning is included on the summary tab in the pricing sheet. Please review the pricing sheet carefully.

Question:

In pricing the consumables (paper towels, toilet paper, hand soap, trash liners, etc) is there a certain brand or size? For example, paper towels could be roll towel or multi fold toweling....or the toilet paper could be standard size or jumbo...1 or 2 ply.

Answer:

No, MTS does not require a brand. Vendors are to propose what would meet our specifications and provide good value to MTS. As for size, MTS currently utilizes dispensers that use rolls of paper towels and jumbo toilet paper rolls.

Question:

Do you have an estimate on the consumable of how much you use monthly per building?

Answer:

Consumables are purchased by the existing janitorial service. We are working on the breakout of the current cost and will release that in another addendum.

Question:

I would like to request a "fillable copy" of the Compliance Matrix Scope of Work document as offered in the RFP document.

Answer:

Contact malston@mcts.org for a fillable copy of the Matrix.

Question:

Wondering if there would be available any building evacuation plans or building layouts beside just the overhead shots of the buildings.

Answer: MTS will not release the floor plans.

Question:

Can you tell me what's the required hourly rate for employees for the JANITORIAL bid.

Answer: Hourly wage must be at least \$7.25 per which meets the State of Wisconsin law.

Question:

Will there be multiple cleaning shifts for each contracted building? If so, what are the hours, and for which building(s)?

Answer:

Please refer to the Compliance Matrix. All acceptable hours for cleaning by location have been listed in the Matrix at the beginning of each location section. It is up to the vendors to determine how many hours and how much staff will be needed to complete all scope work within the acceptable working hours provided by MTS.

Question:

Does the previous bid price include multiple cleaning shift pricing at the locations that require multiple shifts?

Answer:

The current vendor cleans on multiple shifts, see the [Compliance Matrix](#) for expected cleaning times.

There will be at least one more addendum released.

RFP NO: MM-08-19

Please sign and return one copy with the RFP Documents.

We acknowledge receipt of Addendum #3.

Name

Company Name

Signature

Date