



PROJECT NAME: PROJECT #2022-02 JANITORIAL SERVICES

QUESTIONS AND ANSWERS FOR PROJECT.

1. Who currently holds this contract and what is the annual contract amount?

Answer: No one. We have employees taking care of these duties.

2. Is the vendor responsible for consumables? If so, how many employees and how many daily visitors are there at each location?

Answer: Language from the bid packet: The awarded vendor shall furnish all labor, tools, equipment, cleaning chemicals, insurance, supervision, and any other item necessary to perform the services required by the bid. The city shall provide all paper products for bathrooms, and kitchen areas.

We do not have a max number of allowed visitors but all employees must comply with the below from the bid packet:

SECURITY AND EMPLOYEES: All employee's must be able to perform CJIS training, pass a background check and may be required to submit personnel information. A list of all employee names and addresses along with their contact information shall be submitted. All employees must be approved by the City Administrator and DPS Director.

3. Would it be possible to get the square footage of each location? Total amount of carpet and total amount of tile?

Answer: City Hall – just under 5,000 square feet, but that includes three small storage rooms that would not need cleaning. DPS Building – approximately 8,600 square feet but that includes a fire bay (large enough for two fire trucks) and two small offices that would not need cleaning. The City Hall building is majority carpet. The DPS building is majority tile.