

ADDENDUM NO. 3

April 16, 2020

RFP: CUSTODIAL SERVICES

HALL COUNTY BOARD OF EDUCATION

To: ALL PROPOSERS OF RECORD

Upon issuance, this Addendum forms a part of the RFP and modifies said RFP dated March 09, 2020. Acknowledge receipt of this Addendum in the space provided on the form of proposal; failure to do so may subject the proposer to disqualification.

**I. PROPOSER QUESTIONS / OWNER RESPONSES (Owner responses in *bold italic*;
Questions No. 1 through No. 42 were answered in previous addenda)**

- QUESTION NO. 43: Last year the current vendor logged approximately 12,000 hours to cover event activities. Please confirm that Hall County Schools feels this is accurate.
Owner response: HCSD does feel this number is accurate; however, the successful proposer's annual number of hours required to cover events may vary from this value. Proposers are reminded that coverage of ALL events is required within the base contract.
- QUESTION NO. 44: Does Hall County want the total annual ACA costs for employees on the one line of the pricing form or just the cost per employee?
Owner response: Total ACA cost for all employees.
- QUESTION NO. 45: On Page 5, TAB 1, Item 7 you ask to "submit information related to the company compensation package". Would it be possible to be more specific on what you are requesting? Is this related to front line employees or manager positions?
Owner response: All employees. Please provide information that clearly describes all methods of compensation (including benefits) for all employees.
- QUESTION NO. 46: Just a point of clarification from the last set of Q&A - the current vendor actually has two full time recruiters assigned to this account.
Owner response: This has been confirmed, existing vendor has two (2) employees in this position. All proposers please be aware that this information SUPERCEDES information provided in Addendum No. 2, which indicated only one (1) employee in this position.

- QUESTION NO. 47: RFP Attachment C Page #27. During the pre bid meeting a statement was made that the District still has day porters in the high schools. Question: Does the daily hours for day porters in the high schools on Attachment C include any District day porters on District payroll? If so, how many daily hours and at which schools.
Owner response: *The District only has HCSD employees as day porters at the three high schools that are not a part of this contract. No high schools within this contract have HCSD employees as day porters.*
- QUESTION NO. 48: Attachment C. Page #27. Question: Is the square footage considered gross or cleanable?
Owner response: *ESTIMATED Gross square footage.*
- QUESTION NO. 49: Attachment C. Page #27. Question: What is the square footage for the Central Office and ACA Healthcare buildings?
Owner response: *Central office estimated square foot area given in Addendum No. 2; there is no ACA Healthcare building. This line on the proposal is for proposer to include ACA Healthcare cost for employees. See response to Question 44.*
- QUESTION NO. 50: Proposal Criteria Format - Page #5. Provide a list of all K-12 clients from the past 10 years include contact information. Is it acceptable to remove this requirement in favor of a list of references?
Owner response: *A list of references in lieu of this requirement is not acceptable.*
- QUESTION NO. 51: III. Program Requirements. A. General. Page #3. Question: Will the District provide a current staff/student population at each school?
Owner response: *HCSD has approximately 27,000 students and 3,400 staff members district wide. Student and staff numbers at each facility fluctuate. In Addendum No. 2, HCSD provided floor plans of facilities that should help proposers understand school sizes. Most facilities are essentially to capacity; all classrooms would be considered "cleanable" square footage.*
- QUESTION NO. 52: X. Specifications. Classrooms. - Page #16. Question: How many classrooms have in room breakfast meals?
Owner response: *Assume all elementary.*
- QUESTION NO. 53: Attachment C. Page #27. Question: What locations (if any) are cleaned during the day only?
Owner response: *Office / administrative spaces within schools and any administrative buildings are typically cleaned during the day. Administrative buildings would include Central Office, Instructional Support Center, Facilities/Maintenance, and Student Services buildings.*
- QUESTION NO. 54: X. Consumables - Page #13. Question: Will vendors be responsible for supplying ice melt?
Owner response: *HCSD will provide ice melt, but custodial services company will be required to spread it.*
- QUESTION NO. 55: X. Consumables - Page #13. Question: Which schools have hand dryers in restrooms?
Owner response: *HCSD does not have a detailed list of all hand dryers in the district.*

- QUESTION NO. 56: Specifications. Page #22. Question: What is the square footage of the Culinary labs?
Owner response: Culinary Labs, including estimated square foot area of each, were provided with school floor plans issued in Addendum No. 2 (Lanier Career Academy drawing, Building #5020).
- QUESTION NO. 57: In Addendum, it stated that electric submission is allowed followed by hard copy submission asap. If I want to submit hard copies, are you opened to receive it?
Owner response: TO CLARIFY, all proposers please submit electronically by the RFP submittal deadline. Hard copy may be submitted also by this deadline, but will not be counted "late" if not received by the submittal deadline. All proposers please submit the hard copy proposals as soon as possible. Hard copies must be identical to electronically submitted information in content.
- QUESTION NO. 58: Can you please confirm the District will negotiate a final contract with the successful bidder.
Owner response: HCSD intends to make a selection of the company the District feels is most advantageous. This may or may not be the "lowest bidder", as other qualifications are considered as outlined in the RFP. Negotiations may occur.

End of Addendum No. 3

ATTACHMENTS:

- *None*