

QUESTIONS AND ANSWERS
ITB 2023-02 Custodial Services

QUESTION 1

Can the school please provide the cleanable square footage for each building that is to be serviced?

ANSWER 1

Tennessee Williams FAC – 15,000 GSF
Student Center - 11,178 GSF
Marine Welding - 6,045 GSF
Maintenance - 4,133 GSF
Dive Building - 3,058 GSF
Pool - 11,017 GSF
Marine Public Safety - 6,045 GSF
Administration/Library - 34,306 GSF
Classroom Building B - 15,521 GSF
Walkway Building B to C - 300 GSF
Classroom Building C - 30,452 GSF
Walkway Building C to Administration - 392 GSF
Classroom Building D - 8,613 GSF
Classroom Building M - 28,333 GSF
Upper Keys Center - 42,468 GSF
Charter School – 7,000 GSF

QUESTION 2

Does the school host any summer camps where guests stay at the dorm? If so, how many camps do they host?

ANSWER 2

The dorms are not included in the Invitation to Bid.

QUESTION 3

Is it possible to host an official site visit and walk through for this RFP?

ANSWER 3

The College does not intend to have a pre-bid meeting or walk-through, Bidders are encouraged to visit the site between normal hours of operation (Monday – Friday, 8:00 AM – 4:00 PM).

QUESTION 5

Carpet cleaning and stripping/waxing of hard surface floors are “upon request” per the RFP (Page. 11) – Will this be billed when services are requested? If not, how many times is this service typically requested?

ANSWER 5

Yes, services are billed after the work is completed. This work is normally requested once per year.

QUESTION 6

On the bid price sheet – it is requested we provide the “# of Employees” but the blank space that follows has a dollar sign (\$) on it – please advise on what you are looking for? If you want the number of employees, will this include full time employees and part time employees?

ANSWER 6

The College would like to know the number of employees (full-time and part-time) of each Bidder.

QUESTION 7

Is there a deadline to submit further questions not covered in the bid packet? Should they be sent to you?

ANSWER 7

All questions must be received by the Purchasing Department no later than May 4, 2023.

QUESTION 8

Are current cleaning employees part of a Collective Bargaining Agreement?

ANSWER 8

The College does not have any custodial employees.

QUESTION 9

Is College of Florida Keys requiring a full proposal or just to submit the forms and required documents?

ANSWER 9

The College is looking for a full proposal.

QUESTION 10

On the SQFTs provided, I am confused, do they include the dorms or just the cleaning areas?

ANSWER 10

The ITB does not include the dorms as a area that requires cleaning services. This ITB does include the areas that require cleaning.

QUESTION 11

The hourly rate for employees is based on Minimum wage or living wage?
The College does not have any cleaning service employees.

ANSWER 11

The College does not have any cleaning service employees.

QUESTION 12

On page 13, How many daily hours is a cleaner supposed to work?

ANSWER 12

That is up to the contractor and the required time to clean the facilities daily

QUESTION 13

Should bidder include staffing/pricing for any day staff? If so, how many?

ANSWER 13

Yes, the contractor should include at least one-day staff porter/cleaning employee.

QUESTION 14

What is the current evening staffing pattern?

ANSWER 14

Monday thru Friday hours required to complete all cleaning as required.

QUESTION 15

Will anyone be available at The College of the Florida Keys Attn: Purchasing Department, 5901 College Road, Key West, FL 33040 Friday, May 12, 2023 to receive proposal sent for overnight delivery?

ANSWER 15

No, the College is closed on Fridays, starting Friday, May 12, 2023.