

## **Janitorial Services Questions and Answers**

**1. UPDATE TO PROPOSAL – The initial proposal only listed 2 classrooms at 21 Park Street – Preschool.**

- a. There are 3 classrooms with 2 bathrooms each. 2 Classrooms on the first floor and 1 classroom on the second floor.
- b. There is also a multipurpose room with 2 bathrooms on the second floor.
- c. There is also an office on the second floor and a stairway that needs to be cleaned.

**2. What does it mean in Appendix A at 2 Lincoln Street when it says “3-5 days/week”?**

- a. This means we would like all areas (Office Area, Teen Center, and Senior Center), trash and recycling emptied and bathrooms cleaned every day, M-F (5 days)
- b. Additionally, for 2-3 days/week we would like the areas to be vacuumed, mopped, swept, etc. More days may be needed in the winter months when there is salt, sand etc.

**3. What does it mean in Appendix A at 75 Maple Street when it says “5-7 days/week depending”?**

- a. This means that the area needs to be cleaned everyday M-F, with the occasional weekend cleaning if needed.

**4. Is the preschool at 21 Park Street closed during school vacation/holiday weeks?**

- a. Yes, schools are closed for school breaks except for summer break. There is a brief time in June when the school is closed, and this time is used for deep cleaning. The December holiday break is also another time when deep cleanings happen. Both 21 Park Street (Preschool), 71 Maple Street (Aspire Building) and 75 Maple Street (EJRP) follow school snow days. There may be times when these buildings won't need to be cleaned as they were not used during the day.

**5. Is there a current budget set for this particular purpose?**

- a. The purpose of this RFP is to bring all the cities cleaning needs under one contract for efficiency and cost savings. The total cleaning service budget is approximately \$125,000
  - i. 2 Lincoln St. Municipal Offices - \$18,000
  - ii. 6 Lincoln St. Library - \$34,000
  - iii. 21 Park St. Preschool - \$32,500
  - iv. 71 & 75 Maple St EJRP - \$35,000
  - v. 35 Cascade St. WRRF - \$4,800

**6. What is the current contract value?**

- a. We currently do not have a contract, therefore there is no set value.

**7. What is the name of the current contractor providing these services?**

- a. Clean Nest in Essex Junction is our current cleaning service.