



**Questions**

**Request for Proposal RFP# ELCMDM2017-11 for  
Cleaning/Janitorial Services**

**Please be advised all questions are keyed as submitted**

1. I wanted to see if it was possible to see the new sites that were added to the scope of work.

**Answer:** Not at this moment, this step of the RFP is requesting general pricing list.

2. We are interested in bidding but I don't see any specifications and square footage. can you send me the information please.

**Answer:**

Centers	Address	Square Footage
<b>Headquarter</b>	2555 Ponce de Leon Blvd, Suite 500, Coral Gables FL 33134	15,832 sq. ft.
<b>Central Service Center</b>	3250 SW 3rd Ave First Floor, Miami FL 33129	4,960 sq. ft. Combined
<b>Central 2<sup>nd</sup> Floor QC/Assessment</b>	3250 SW 3 <sup>rd</sup> Ave, Suite 200, Miami FL 33129	4,960 sq. ft. Combined
<b>South Call Center</b>	18901 SW 106th Ave, Suite A234-235, Cutler Bay FL 33157	1,871 sq. ft.
<b>South Service Center Location</b>	18951 SW 106th Ave Suite B206 to 210 (208 main entrance) Cutler Bay FL 33157	4,999 sq. ft.
<b>South Location</b>	18901 SW 106 Ave Unit #231 Miami FL 33157	680 sq. ft.
<b>North Office</b>	1515 NW 167th Street, Suite 320, Miami Gardens FL 33169	4,999 sq. ft.
<b>EHS Permanent Location</b>	Edison Plaza 6269 NW 7th Avenue Miami, FL 33150	4,394 sq. ft.
<b>Warehouse**</b>	1819 NW 79 Ave, Doral FL 33126	3,044 sq. ft

3. WHAT IS THE CLEANING PHYSICAL ADDRESS

**Answer:**

Centers	Address
<b>Headquarter</b>	2555 Ponce de Leon Blvd, Suite 500, Coral Gables FL 33134
<b>Central Service Center</b>	3250 SW 3rd Ave First Floor, Miami FL 33129
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<b>EHS Permanent Location</b>	Edison Plaza 6269 NW 7th Avenue Miami, FL 33150
<b>Warehouse**</b>	1819 NW 79 Ave, Doral FL 33126

4. Any information you can provide us on this bid?

**Answer:** All information can be found on the released RFP located at:  
<http://elcmdm.org/procurements/rfp.asp>

5. Where can we get the bid documents?

**Answer:** All documents are available on the released RFP located at:  
<http://elcmdm.org/procurements/rfp.asp>

6. Is there a Pre- bid walk through, and if so when is it?

**Answer:** Not at this moment, this step of the RFP is requesting general pricing list.

7. We'd like the opportunity to provide pricing for this RFP, is this for cleaning services?

**Answer:** Yes

8. Type of floor (if mix, can you indicate % of each type and per location)

**Answer:** Concrete and carpet tiles.

9. Can we do a site visit into the projected cleaning locations?

**Answer:** Not at this moment, this step of the RFP is requesting general pricing list.

10. Is the contractor responsible for cleaning products and supplies all the bathrooms with paper towels, toilet paper etc.

**Answer:** Yes, all consumables.

11. Is a bidder bond needed?

**Answer:** No, all insurance requirements will be discussed during the negotiation phase of the RFP.

12. When or with whom should we schedule a counter visit?

**Answer:** Visits will be scheduled during the negotiation phase of the RFP.

13. On the frequency section it is written that the service must be done 5X a week:

Mon - Thurs 4pm - 7pm  
Fri- 12pm - 3pm

But the last SATURDAY of each month does not have a time schedule for service, what would it be?

**Answer:** Sat. 4pm-7pm

14. You also request a day porter MON-THURS, for 2 hours daily. is this a separate quote or you want it all in the same price?

**Answer:** Please include the cost in the same proposal on a separate line item.

15. Is the day porter needed for each location, same amount of hours?

**Answer:** Yes

16. What exactly does it mean in the Scope of Work when it says in (#6) contractor should provide external cleaning on Early Learning Coalition locations?

**Answer:** External cleaning refers to the exterior of the building such as windows and outside hallways.

17. I hereby request for a copy of the previous abstract for this contract. I meant the previous bid price tabulation. I will also like to know if there has been any modification to the contract recently.

**Answer:** Purchase orders were previously generated through quotes, however, since we have recently acquired more locations we find the need to expand our request for services.

18. We would like to participate on this project. Could we have more information and the scope of work.

**Answer:** All details relating to the scope of work are in section 3.3 Specifications A. General Scope of work in the RFP released located at <http://elcmdm.org/procurements/rfp.asp>, more details will be available during the negotiation phase of the RFP.