



NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT SOLICITATION ADDENDUM

Northwest Florida Water Management District Attn: Procurement Officer 81 Water Management Drive Havana, FL 32333	Invitation to Bid (ITB) No.: 21B-011
	ADDENDUM NUMBER: 1 DATE: August 11, 2021
Project Title: Invitation to Bid 21B-011 – JANITORIAL SERVICES FOR DISTRICT’S HEADQUARTERS FACILITY	
Deadline for Submission and Opening of Proposals is Tuesday, August 24, 2021, at 2:00 P.M. ET	

This ADDENDUM NO. 1 is issued for JANITORIAL SERVICES FOR DISTRICT’S HEADQUARTERS FACILITY for ITB 21B-011 to provide answers to questions received during the inquiry period. Attached are the questions and answers.

Question 1: What is the dollar amount of the current contract?

Answer: Three-year contract:

FY 2018-2019 -\$31,000

FY 2019-2020 - \$31,000

FY 2020-2021 - \$31,000

Question 2: What’s the square footage of area that is to be serviced?

Answer: Main Building: 19,000 sq. ft.

I.T. Building: 2,520 sq. ft.

Lab Building: 1,900 sq. ft.

Maintenance Building: 960 sq. ft.

Question 3: Can you please provide the square footage breakdown of carpet/vinyl tile?

Answer: Main Building: 846 sq. ft. of tile. 18,154 sq. ft. of carpet.

I.T. Building: 213 sq. ft. of tile. 2,307 sq. ft. of carpet.

Lab: No carpet. 1,900 sq. ft. of tile/cement.

Maintenance Building: No carpet., 960 sq. ft. of tile.

Question 4: Do you have historical data in reference to the usage of consumables?

Answer: No, the usage of consumables depends upon the square footage of the building and how many people occupy the building. Consumables also depend upon vendor preference based on the information provided in the bid package.

Question 5: How many people occupy the building daily?

Answer: There are 84 employees that occupy the buildings located at the Headquarters Facility.

Question 6: Who currently has the district's contract for janitorial services?

Answer: Environ Services

Question 7: How much is the current vendor paid?

Answer: Refer to answer to Question 1.

Question 8: What is the size of the buildings(s) that the vendor would need to clean?

Answer: Refer to answers to Questions 2 and 3.

Question 9: How much experience must the prospective vendor have?

Answer: Previous experience with janitorial services is preferred.

Question 10: Are uniforms required for services?

Answer: No, uniforms are vendor preference.

Question 11: Is there an age limit on who the vendor can hire?

Answer: The age must be 21 years and older.
