



Solicitation Amendment No. 002

To: Prospective Bidder/Offeror:	Date:
Prospective Proposers	June 21, 2019
Project Title:	Project No.:
Environmental Services (Janitorial Cleaning Services)	RFP 19-54
Description of Solicitation Amendment: The Request for Proposal (Project RFP No. 19-54) is hereby amended as set forth below: 1- Questions and answers has been released, please visit our website at https://www.hccs.edu/about-hcc/procurement/ Except as provided herein, all terms and conditions of the solicitation remain unchanged and in full force and effect.	
Acknowledgement of Amendment No. by:	Date:
Company Name (Bidder/Offerer):	
Signed by:	
Name (Type or Print):	Title:

REQUEST FOR PROPOSAL

PROJECT NO. RFP 19-54

Environmental Services (Janitorial Cleaning Services)

QUESTIONS AND ANSWERS No. 001

Date: June 21, 2018

To: Prospective Respondents

From: Procurement Operations Department, Houston Community College

Subject: Questions and Answers Responses

Q1. How may day porter service each building?

Response: Refer to Solicitation Amendment No. 001 – Appendix No. 3 Staffing requirements.

Q2. How many day porters are assigned to the project?

Response: Refer to Solicitation Amendment No. 001 – Appendix No. 3 Staffing requirements.

Q3. How many is spent annually on disposable products? (ie paper towels, toilet paper, etc)

Response: HCC does not purchase any paper products – vendor/supplier is responsible for all cleaning and paper products.

Q4. How much is spent annually on chemical products?

Response: HCC does not purchase any chemicals – vendor/supplier is responsible for all cleaning chemicals and paper products.

Q5. How much does each badge cost? Is it a cost incurred upon the contractor?

Response: Initial (first) badge no cost, \$20.00 for a replacement

Q6. Are there parking costs associated with being on campus?

Response: Not at this time

Q7. Are propane buffers permitted for use in the facilities?

Response: Yes they are permitted however ALL precautions must be made as to have proper ventilation at the site to prevent alarms.

Q8. Can you provide a student / faculty headcount for each facility?

Response: Count is different every semester.

Q9. Are we permitted the use of golf carts on certain campuses?

Response: No external non HCC - (contractor) golf carts of any type are permitted.

Q10. Can we park a company truck overnight on any campuses?

Response: We prefer not to have any contractor / vendor vehicles left overnight at any location.

Q11. Are there any parking permits required and please provide cost if so.

Response: Permits are required for housekeeping staff –they will be provided by HCC at no additional cost to the staff.

Q12. Please confirm on Appendix #3 Staffing Requirements that the frequencies shown ie: M-Sa means that 6 day per week cleaning at full staff is required. Same for M-Su = 7 days.

Response: Yes Monday – Saturday (6 days) and Monday – Sunday (7 days).

Q13. Is the scope of work the same now as it was on the previous contract?

Response: No.

Q14. Please confirm that there are a total of 15 Day Porters for the Central Campus from 6am-3pm. And that these are separate and in addition to the building specific 6am-3pm day porters listed for each building on the Central College Campus.

Response: The 15 day porters assigned for Central Campus shall service all buildings located within this campus with the exception of 3601 Fannin (this location has a dedicated day porter assigned to this building) refer to Appendix No. 3 Staffing Requirements page 2.

Q15. Please confirm that the scope of work applies to any tenant space or if there are exceptions.

Response: Scope of work includes tenant spaces, only exceptions are related to food vendor areas, bookstore areas. All other tenants are to be serviced under this scope, a few offices would be on an as needed basis to be scheduled by onsite campus management office.

Q16. Are they any specific SLAs or SOPS for the Coleman campus since medical-related space?

Response: No.

Q17. Please confirm that **HCC** is requesting a 3-year fixed price inclusive of any CPI but not inclusive of any unforeseen increases whether local, state, or federally mandated.

Response: Yes.

Q18. Do you want the hard copy for pricing separated from the technical proposal?

Response: Yes.

Q19. Would it be acceptable to submit a proposal for specific campuses under an alternative proposal?

Response: No. Alternate Proposals shall meet the same mandatory requirements and shall be in the same format as the Proposal's base format. Please refer to Page 4 of 89.

Q20. Who is the current incumbent contractor?

Response: ABM.

Q21. Who currently has the contract for the college?

Response: ABM.

Q22. What is the average wage of a porter for the college?

Response: Wages are paid by contractor not HCC.

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