

November 17, 2021

NOTICE TO BIDDERS

ADDENDUM NO. 2

RFQ 455783

The following changes and/or additions shall be made to the original Invitation for Bid (IFB) for JANITORIAL SERVICES AT THE SHENANDOAH OFFICE BUILDING AND LOUDOUN WORKFORCE RESOURCE CENTER, RFQ 455783. Please acknowledge receipt of this addendum by signing and returning this form with your bid documents.

1. Attached are the questions and responses to the questions received by the County regarding this IFB.

Prepared By: s/ *Diane C. Smith*, NIGP-CPP, CPPB Date: November 17, 2021

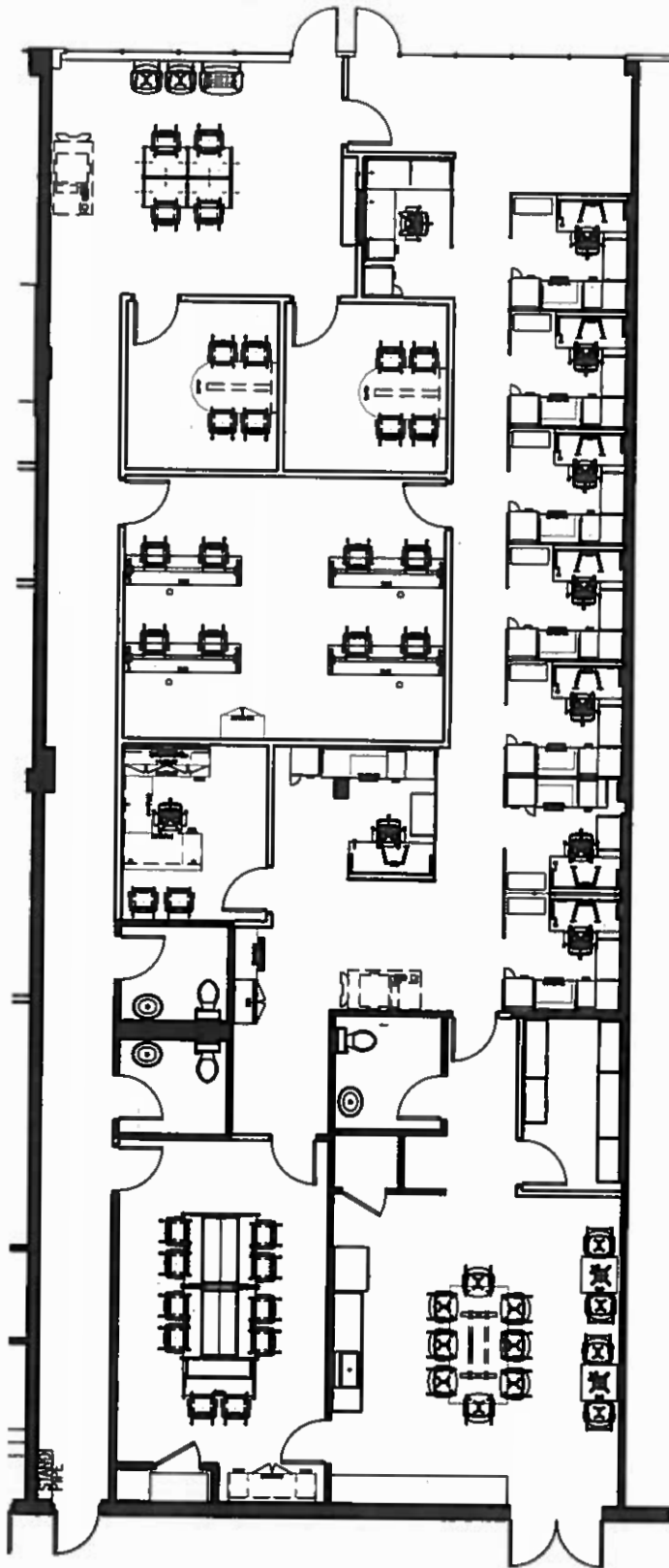
Acknowledged By: _____ Date: _____

QUESTION & ANSWERS

- Q1. Who is your current janitorial service provider?
- A1. The current service provider is Quality Building Maintenance Inc.**
- Q2. What is the current annual cost for the services outlined in the RFQ?
- A2. The current cost for the services is \$223,294.00.**
- Q3. Will the County waive any of the criteria specified in Section 4.0 Bidder's Minimum Qualifications? Specifically, the reference criteria in 4.2 which reads: "These references must be for work done for comparable facilities 75,000 sq. ft. each, or greater, with similar cleaning requirements."
- A3. The County will not waive any criteria that is listed in Section 4.0 Bidder's Minimum Qualifications. These guidelines will ensure that the successful bidder will "have the resources and capability to provide the materials and services as described herein."**
- Q4. Have there been any changes in scope from existing contract to the services outlined in this RFQ?
- A4. There have been adjustments to the services in the existing Contract RFQ 487 compared to those outlined in this IFB. These changes include:**
- Language added for project cleaning of the Smoking Pavilion;**
- The Work Force location has been added to this contract**
- Q5. Is this solicitation subject to any minimum wage, wage scale or other pay requirements?
- Q5. The IFB does not have a wage scale or other pay requirements. However, all bidders must comply with the Commonwealth of Virginia and the federal minimum wage laws.**
- Q6. Will there be an opportunity to visit both sites after the pre-bid meeting or just the Shenandoah Building since the RFQ indicates the Workforce Resource Center is under construction?
- A6. During the Pre-Bid Conference, bidders in attendance will have the opportunity to view the Workforce Resource Center that is in the immediate vicinity of the Shenandoah Building.**
- The POC on site is Shelly Rodriguez and any site visits by contractors had to be performed after the initial walk through of the facility and prior to 5:00 pm on that day (11/16/2021) only. A floor plan of the Work Force Site is attached to this Addendum (Attachment A).**
- Q7. What is the amount of any deficiency deductions imposed on the current contract?

- A7. The current contract does not have these deductions as it is an older version.**
- Q8. Are the two (2) day porters assigned to both properties or only to the Shenandoah Office Building?
- A8. The two (2) day porters only support the Shenandoah Building.**
- Q9. What is the cleanable square footage at the Workforce Resource Center?
- A9. The cleanable square footage of the Workforce Resource Center is 4,457 square feet.**
- Q10. What are the required service hours for the Workforce Resource Center? Are there any daytime cleaning requirements?
- A10. All janitorial services are to be performed Monday through Friday after 7:00 pm and prior to 5:00 am. As stated in the IFB, there are several late night functions that will require the contractor to clean after they have concluded. The contractor will be advised by the POC on site when these are to occur.**

ATTACHMENT A



<p>DATE: 10-1-07</p> <p>REV: 13-4-2</p> <p>DESIGNED BY: LPOWERS</p> <p>PROJECT NO: 07-0001</p> <p>BY: GOS</p>	<p>WORK FORCE DEVELOPMENT FLOOR PLAN - REVISED</p>	<p>LOUDOUN COUNTY 705H E MARKET STREET Leesburg, VA 20175</p>	<p></p> <p>Loudoun County Virginia</p> <p>Department of Human Resources 705H E Market Street Leesburg, VA 20175 Phone: 703/771-5122 Fax: 703/771-5153</p>
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