

Request for Proposals
East Windsor Custodial Services
Addendum #1

Note: The date and time for receipt of bids has been moved up one day to Thursday January 30, 2020 at 10:00am

The following is a series of questions received regarding the subject RFP with associated answers:

1. What's the frequency of work for the Public Works Department? – **Noted in Exhibit "A" of RFP.**
2. In the RFP you only show one box for the price, do you want a lump sum for all buildings together or an itemized list with lump sum – monthly annual? – **Lump Sum for all buildings as noted in RFP Form.**
3. How many years for this contract? – **1 year with options for renewal.**
4. Current pricing for cleaning? – **N/A**
5. Do you have approximate sq. footage of buildings and breakdown between carpet and VCT? – **No. Contractors were able to measure buildings during mandatory walk-through.**
6. Are there specific times the buildings need to be cleaned, or is the schedule flexible within the operating hours? – **The Town of East Windsor operating hours are as follows:**

Town Hall – 11 Rye St. Broad Brook

M, T, W – 8:30 am to 4:30 pm, TH 8:30 am to 7:00pm, F 8:30am to 1:00pm

Senior Center – 125 Main St. Broad Brook

M, T, W, TH, F – 8:00am to 3:00pm

Town Annex – 25 School St. East Windsor

M, T, W – 8:30 am to 4:30 pm, TH 8:30 am to 7:00pm, F 8:30am to 1:00pm

Police Dept. – 25 School St. East Windsor

Designated Offices – 8:00am to 4:00pm only

All other areas of PD operate 24 hours

Dept. of Public Works – 6 Woolam Rd. East Windsor

M, T, W, TH, F – 7:00am to 3:30pm

7. Are the current cleaner's union or covered under prevailing wage? – **Unknown**
8. What is the current number of cleaners and hours? – **Unknown**
9. Is there a minimum number of cleaners or hours? – **Whatever is felt necessary to do the job.**