

AMENDMENT OF SOLICITATION



1. AMENDMENT

A001

2. EFFECTIVE DATE

May 4, 2016

3. REQUISITION NO. /P.O. NO.

N/A

4. ISSUED BY

Purchasing & Strategic Sourcing Division
 City of El Paso
 City 1
 300 N. Campbell, 1st Floor
 El Paso, Texas 79901-1153

5A. AMENDMENT OF SOLICITATION NO. **2016-843**

TITLED: Janitorial Services – City Hall 1,2,3,4, and UPTT

5B. BID DUE DATE:

May 11, 2016

6. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in item 7. The hour and date specified for receipt of offers NOT EXTENDED

All amendments must be acknowledged on the "SOLICITATION OF OFFERS". Failure to do so may be cause for rejection of offer.

7. DESCRIPTION OF AMENDMENT

A. Responses to Bidders questions are on the following page(s).

EXCEPT AS PROVIDED HEREIN, ALL TERMS AND CONDITIONS OF THE DOCUMENTS, AS HERETOFORE CHANGED, REMAIN UNCHANGED AND IN FULL FORCE AND EFFECT.

**CITY OF EL PASO
 BRUCE D. COLLINS, CPPO
 PURCHASING DIRECTOR**

BY _____ /s/ _____
 John Espinosa
 Procurement Analyst

Approved by _____ /s/ _____
 Deniese Baisley
 Assistant Director



Responses to Questions
Solicitation No. 2016-843
Title: Janitorial Services – City Hall 1,2,3,4, and UPTT

Q #	QUESTION/COMMENT	RESPONSE
1.	Are we allowed to employ more porters than each site calls for in the specifications? Is there a limit on how many cleaners may be hired to perform the work?	The contract states the amount of porters required at each site and contract must be followed.
2.	Would you please list the brand and type of dispensers at the facility for hand soap, paper towel and toilet paper? Also is there a specific type of quality for the toiletry supplies listed on the solicitation?	Dispensers, hand soap, paper towels and toilet paper are all provided by the City.
3.	What size of toilet paper is required (i.e., jumbo roll or regular roll) paper towel (i.e., roll or multi-fold) hand soap (i.e., liquid or foam)?	All toiletry supplies are provided by the City.
4.	What type of trash liners and sizes are needed at the facility and do you wish for a different kind of liner for the recyclable?	All liners are required to be heavy duty and sizes depend on the size of the container; anywhere from small to x-large sizes.
5.	How many windows does each facility have for cleaning?	We do not have a count of windows.
6.	What are the quantities for the toiletry supplies that are being utilized monthly? If this is not available, how many people office at the building so that we may estimate this amount?	This question does not apply. The City supplies all toiletries and dispensers.

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7.	It is stated that the contractor will be responsible for shampooing and deep cleaning the carpets on a semi-annually basis. My question is, will the contract include stripping and waxing as well or is that cleaning not included for this contract?	<p>Yes, contractor is responsible for shampooing and deep cleaning carpets. This includes stripping and waxing of floors. Please refer to Page 33 of contract:</p> <p>SCHEDULED SEMI-ANNUALLY CLEANING SPECIFICATION FOR CITY 1, 2, 3, 4, & UPTT</p> <p>84. <u>Carpets:</u> <i>Carpet</i> cleaning: cleaning method required is “dry cleaning”, since virtually no water is used. All carpet will be cleaned using this method. A dry absorbent compound is sprinkled over carpet or worked into the carpet with a machine. This purpose of this cleaner is to attract and absorb soil. Mechanical agitation from a brush works the cleaner through the carpet. Very thorough vacuuming should be used to ensure that most of the carrier comes out of the carpet.</p> <p>85. <u>Flooring:</u> <u>Vinyl composition tile (VCT)</u> - old wax shall be stripped; there shall be no evidence of gum, baked on soil, rust, burns or scuff marks; wax built up shall be removed from corners; crevices & baseboards; rinse floors thoroughly & apply 3 coats of non-skid new wax scrub. Finally floors will be buffed. This is to be done once every 6 months.</p> <p><u>Ceramic tile</u> – clean tile with mild detergent and clean water, using a rag or chamois-type mop rather than a sponge mop. Rinse thoroughly with clean water, and buff dry. This is to be done once every 6 months.</p>
8.	The contract states how many porters are needed for each facility and on how many hours each porter would be working per shift. My question is, are these numbers locked for the amount of porters needed for the cleaning or will the contractor be able to add or decrease the number of porters needed in order to maintain the scope of work?	The contract states the amount of porters required at each site and contract must be followed.

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9.	Regarding supplies, such as soap and paper products, will the City provide these or is this the responsibility of the contractor?	All toiletry supplies are provided by the City.
10.	<ol style="list-style-type: none">1. Can the City provide the square footage of the following in each building to be serviced:<ol style="list-style-type: none">a. How much square footage is carpet?b. How much square footage is VCT tilec. How much square footage is ceramic tile?	The contract specifies the cleaning area for each location by square footage. This is not divided by carpet, VCT, or ceramic.