

Janitorial RFP Addendum 1 – September 5, 2025

Correction to the RFP and Questions and Answers

I. Correction to the RFP:

The cleaning frequency for Trolley Park, Peoria Crossing I, and Connections at 6th is three times a week.

II. Questions and Answers:

1. Are there plans?

- a. There are a few plans available for some of the sites and the main office - https://drive.google.com/drive/folders/1GVZ9z-Ja32f32dQnZqUZpuieksKA72g3?usp=drive_link

2. Can I place a bid if I did not attend the walk through?

- a. Yes

3. For submission of the proposal are you wanting lump sum or did you want a break down of each location for your pricing?

- a. A breakdown of each location

4. What is the cleanable square feet of the properties?

- a. The following is approximate square footage:
 - 1. Main Office – 21,876 sq. ft.
 - 2. Trolley Park – 10,576 sq. ft.
 - 3. Fletcher Gardens – 9,368 sq. ft.
 - 4. Connections at 6th – 11,979 sq. ft.
 - 5. Peoria Crossing I – 13,975 sq. ft.
 - 6. Peoria Crossing II – roughly the same as Peoria Crossing I
 - 7. Village at Westerly Creek I – 11,940 sq. ft.
 - 8. Village at Westerly Creek II – 10,815 sq. ft.
 - 9. Exponent – 1,950 sq. ft.
 - 10. First Avenue – 750 sq. ft.
 - 11. Summersong – 900 sq. ft.
 - 12. Liberty View – N/A
 - 13. Walden35 – N/A
 - 14. Willow Park – N/A

5. What is the 2025 budget for cleaning?

- a. We expect to award a contract within a competitive and reasonable market range for services of this scope

- 6. How many members of the current company are cleaning at this time for all of the AHA properties that we are bidding on?**
- 10
- 7. AHA Main office is to be done after hours while the other properties are to be done during the day time hours. Correct?**
- We would prefer cleaning at the main office to start at 4:00 pm.
 - Daytime hours for the properties - 7:00 am to 5:00 pm
 - Offices are closed on weekends, 11 major holidays, and a floating holiday chosen by the staff annually.
- 8. What are the operation hours for cleaning the AHA portfolio? No earlier than 7am? And must be done by 5pm? I assume.**
- We would prefer cleaning at the main office to start at 4:00 pm.
 - Daytime hours for the properties - 7:00 am to 5:00 pm
 - Offices are closed on weekends, 11 major holidays, and a floating holiday chosen by the staff annually.
- 9. Are there specific time windows (daytime/evening/overnight) when custodial work must occur at each site?**
- We would prefer cleaning at the main office to start at 4:00 pm.
 - Daytime hours for the properties - 7:00 am to 5:00 pm
 - Offices are closed on weekends, 11 major holidays, and a floating holiday chosen by the staff annually.
- 10. Are weekend service windows permissible if needed to avoid disruption of daily operations?**
- Yes
- 11. Could you please let me know the current contract value for this bid or its budget?**
- We expect to award a contract within a competitive and reasonable market range for services of this scope
- 12. What is the intended contract start date following award/notice to proceed?**
- The intended contract start date is mid-October, early November.
- 13. Could you confirm the contract term (e.g., one year with renewal options)?**
- One year with renewal options
- 14. The RFP states that the contractor supplies all janitorial materials/equipment and uses EPA List N disinfectants, while AHA provides restroom consumables. Are there any additional product restrictions (e.g., fragrance-free requirements, green certifications)?**
- We prefer unscented to lightly scented products
 - Heavily scented products such as Fabuloso are banned

15. Will AHA require a supervisor to be on site during all service windows, or will periodic inspections with a designated project lead suffice?

a. We would prefer bi-weekly inspections by a supervisor

16. Should background checks be conducted through an AHA-designated vendor, or may the contractor use its own vetted provider meeting AHA standards?

a. The contractor may use its own vetted provider