

Janitorial Contract Addendum

1. Will floor plans be provided?

The city will provide available facility floor plans for proposers to review at the City of Waxahachie City Secretary's Office located at 401 S. Rogers Street, Waxahachie, TX 75165. Copies of the floor plans will not be provided to proposers on an individual basis.

2. Will City of Waxahachie provide chemicals, consumables and equipment?

As per the proposal, "pricing must include all cleaning supplies required to perform these services, as the City of Waxahachie will not be responsible for providing said supplies." As a point of clarification to this language, the awarded proposer will be responsible for providing the chemicals and cleaning supplies necessary to perform the work outlined in the specification. The City will provide consumables such as paper towels, toilet paper, etc.

3. Can the City of Waxahachie provide a list of consumable supplies?

City of Waxahachie will provide all consumable products.

4. What is the current contract amount?

This information would require an Open Records Request through the City of Waxahachie's City Secretary Office.

5. Do you know how many people come and go through each of the facilities?

The City does not have a count of the number of people that come and go through each facility.

6. Do you have a breakdown of the types of flooring for each facilities and square footage?

The City has a count of the total square footage for each facility. This information can be found in Section 3.1 of the Specification document. The City does not have a breakdown of the types of flooring for each facility.

7. What was last year's on demand service usage for each facility?

The city does not have a count for last year's on demand cleaning needs.

8. Is the daily cleaning 5 or 7 days?

City Hall – Daily cleaning is for 5 days

Civic Center – Daily cleaning is for 7 days

Park and Recreation - Daily cleaning is for 5 days

Utilities Department – No daily cleaning in specifications

Fire Administration – No daily cleaning in specifications

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9. What is the level of the background check that is required?

At this time the City has not established the level of required background checks. The City wishes to hear each Proposer's approach to performing their own background checks and turning them into our Human Resource department to remain on file for each contract employee.

10. Is there any day-time cleaning, or it is all night time?

Awarded proposer will need to establish cleaning schedule with each department/facility.

11. What's the height for high dusting?

10 feet is the tallest ceiling height

12. Any outside cleaning? i.e., windows

The City's requirements for each facility are outlined in Section 3.2 – 3.6 of the Specification document. Outside cleaning primarily consists of emptying outside trash receptacles and replacing liners for certain facilities.

13. What are your top 3 concerns?

The City has detailed the minimum requirements associated with providing these services in its Specification document. The City's concern is to identify the proposer who best meets its needs based on this established criteria.

14. For the Civic Center, can the city provide a schedule of events for the remainder of 2018 and then 2019?

Please see the attached Public Event Schedule which is subject to change.

WCC Nov. 2018- 2019 Public Events

*Subject to Change

Nov. 2018	Dec.2018
11/3/18-11/4/18 Waxacon	11/30-12/1 Jr. Service League Christmas Market
11/10/18 Veterans Ceremony	

Jan. 2019	Feb. 2019	March 2019	April 2019
1/5/19 -1/6/19 Gun and Knife and Show	2/7/19 WCC Daddy Daughter Dance	3/2/19-3/3/19 Waxahachie Guitar Show	4/5/19 CASA
	2/9/19 Jazz Cafe	3/16/19-3/17/19 Gun and Knife Show	4/20/19 City Limits Championship
	2/23/19-2/24/19 Encore Performing Arts	3/30/19 Master Gardner's Show	4/26/19 Ducks Unlimited

May 2019	June 2019	July 2019	August 2019
(Prom Season)	6/6/19-6/9/19 Just Between Friends Event		8/11/19 Last Call Sale
	6/15/19-6/16/19 Gun and Knife Show		

Sept. 2019	Oct. 2019	Nov. 2019	Dec, 2019
9/15/19 WCC Bridal Extraganza	10/17/19-10/20/19 Just Between Friends	11/2/19-11/3/19 Waxacon	12/6/19-12/7/19 Jr. Service League Christmas Market
9/18/19 Ellis County College Fair		11/9/19 Veterans Ceremony	