

2017 JANITORIAL RFP CORRECTIONS

On Friday, January 6, 2017, the Janitorial RFP was released to the public soliciting proposals from qualified applicants to provide janitorial services for various Head Start sites. Since its release a number of errors have been noted in the RFP. Please see the corrected information below highlighted in yellow:

Correction #1:

The Early Learning Center, North Avenue, was originally listed in the RFP as needing only the Deep Floor Cleaning services. However, **the North Avenue site will need both Daily janitorial services and the Deep Floor Cleaning services.** The site information originally provided on **page 17 of the RFP** should be revised as such:

Group 1													
Center	Classes	Restrooms	Offices	Parent Room	Sinks	Toilet Paper Dispenser	Paper Towel Dispenser	Built In Soap Dispenser	Hand Pump Soap Needed	Trash	Waste	Staff Rooms	Comments
Bannon Creek	2	1	2		8	5	8	8	2	3	6		
Elkhorn	5	7	5		14	11	9	9		6	10		
Norma Johnson	3	5	2		14	8	13	12	5	5	8		
North Avenue	3	1	2		6	6	9	5	6	3	10		
Northview	4	3	2		14	7	12	13	4	8	11	SR, K	

Additionally, the proposed costs table originally provided on **page 57 of the RFP** should be revised to reflect the addition of the Daily janitorial services.

Group 1					
Center	Monthly Rate	Months of Service	Annual Cost of Daily Service (Monthly Rate x Months of Service)	Deep Floor Service (total annual cost)	Total Annual Cost (Daily +Floor)
Bannon Creek		12			
Elkhorn		12			
Norma Johnson		12			
North Avenue		12			
Northview		12			
Total:					

Correction #2:

The Early Learning Center, Strizek Park, was originally listed in the RFP as needing only the Deep Floor Cleaning services. However, **the Strizek Park site will need both Daily janitorial services and the Deep Floor Cleaning services.** The site information originally provided on **page 18 of the RFP** should be revised as such:

Group 4													
Center	Classes	Restrooms	Offices	Parent Rooms	Sinks	Toilet Paper Dispenser	Paper Towel Dispenser	Built In Soap Dispenser	Hand Pump Soap Needed	Trash	Waste	Staff Rooms	Comments
Freedom Park	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Deep Floor Cleaning Only (to be done 5 times per year)
Hillsdale	4	4	3	1	12	8	12	12	10	6	6	K	
Strizek Park	1	3	2		4	4	5	4	2	1	4		
Vineland	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	Deep Floor Cleaning Only

Additionally, the proposed costs table originally provided on **page 58 of the RFP** should be revised to reflect the addition of the Daily janitorial services.

Group 4					
Center	Monthly Rate	Months of Service	Annual Cost of Daily Service (Monthly Rate x Months of Service)	Deep Floor Service (total annual cost)	Total Annual Cost (Daily +Floor)
Freedom Park **	N/A	12	N/A		
Hillsdale		12			
Strizek Park		12			
Vineland	N/A	10	N/A		
Total:					

Correction #3:

The Early Learning Center, LaVerne Stewart, was inadvertently left off of the appropriate cost table on page 57 of the RFP. The group cost table originally provided on **page 57 of the RFP** should be revised as such:

Group 2					
Center	Monthly Rate	Months of Service	Annual Cost of Daily Service (Monthly Rate x Months of Service)	Deep Floor Service (total annual cost)	Total Annual Cost (Daily +Floor)
Crossroads Gardens		12			
Job Corps		12			
Kennedy Estates		12			
LaVerne Stewart		12			
Total:					

Correction #4:

Due to a clerical error, the number of offices listed at the Early Learning Center, Mather, was listed at 35. The correct number of offices is **3**. The site information originally provided on **page 19 of the RFP** should be revised as such:

Group 5													
Center	Classes	Restrooms	Offices	Parent Rooms	Sinks	Toilet Paper Dispenser	Paper Towel Dispenser	Built In Soap Dispenser	Hand Pump Soap Needed	Trash	Waste	Staff Rooms	Comments
Bright Beginnings	2	3	2		8	4	7	7		3	7	K	
Fruitridge	2	2	3	1	8	6	7	7	4	3		L, SR, K	(Deep Floor Cleaning to be done 5 times per year)
Mather	4	7	3	1	15	9	11	10	5	6	17	K	Commercial Kitchen