

**NOLA Public School Procurement Department
2401 Westbend Parkway, Suite 5076,
New Orleans, LA 70114
Paul A. Lucius, Executive Director of Procurement**

February 23, 2024

Addendum No. 1

**REQUEST FOR PROPOSAL NO. 24-0057
JANITORIAL AND CUSTODIAL SERVICES**

This Addendum and Clarification item forms a part of the RFP Documents and modifies the original RFP Documents issued January 25, 2024. Acknowledge receipt of this Addendum on the Addendum Form of the Request for Proposal. Failure to do so may subject proposal to disqualification.

This Addendum consists of 10 Page(s)

1. **Question:** Who is current vendors providing janitorial services at service locations posted in this bid?

Answer: Cleaning Concierge is the current vendor for janitorial their services at Timbers and Mahalia Jackson. The Leah Chase building is currently occupied by a Charter Management Organization (CMO) who is responsible for janitorial services.

2. **Question:** What is the contracted price and yearly revised prices afterwards?

Answer: Current Contract Value is \$597,454.00 for 2-year term. The rate per square foot is \$0.17 with an annual escalation of 2%.

3. **Question:** Is it possible to set an appointment to see the schools?

Answer: Tours are scheduled on Tuesday, February 27, 2024 at the following times:

- Timbers 9-10 am
- Mahalia Jackson 10:30 – 11:30 am
- Leah Chase 4:15 – 5:15 pm
-

4. **Question:** Can we get a copy of the last contract?

Answer: Please see answers to Question 1 and Question 2. If you desire a hard copy of the current contract, please submit a Public Records Request via NOLA-PS website.

5. **Question:** Can we get an email list of all the pre- bid attendees with email addresses?

Answer: Please see Attachment A.

6. **Question:** Do I submit the entire packet or Is just the Submittal Requirements/Specifications 7.2 on page 29?

Answer: Only submit proposal and all required documents.

7. **Question:** Are we supposed to add cost per square for the 208,989 as well as A thru F?

Answer: Yes

8. **Question:** If the company that's bidding is already a DBE, do we still need reach out to another DBE?

Answer: No

9. **Question:** Where would I find if any, the addendums?

Answer: The NOLA-PS website under community/business resources/solicitations.

10. **Question:** What are the working hours for employees at the Leah Chase Building?

Answer: This is TBD. Hours will be similar to other school building hours, but we do not have any times finalized.

11. **Question:** Is there a vendor cleaning these buildings now? If so, what is the average cost for supplies? Toilet tissue, paper towels, trash bags, etc. etc?

Answer: Yes. All supplies are purchased through the contracted vendor.

12. **Question:** Is it possible to set an appointment to see the schools?

Answer: Please see Answer to Question No.3.

13. **Question:** Can we get a copy of the last contract?

Answer: Please see Answer to Question No. 4.

14. **Question:** Can we get an email list of all the pre- bid attendees with email addresses?

Answer: Please see Answer to Question No.5

Question: What is the proposed budget for this contract and where do we submit a FOIA pertaining to the previously awarded contract/ proposal?

Answer: The proposed budget is \$450,000.00. Please see Answer to Question No. 4 for previous contract information.

15. **Question:** Who is the incumbent and the annual contract amount?

Answer: Please see Answers to Questions Number 1 and 2.

16. **Question:** What kind of certifications are you accepting?

Answer: NOLA-PS will review and take into account any/all certifications you may have.

17. **Question:** What is the average monthly invoice amount for the last 3 months?

Answer: Timbers average monthly invoice for the last three months was \$10,538.31
Mahalia Jackson monthly invoice for the last three months was \$3,764.40

18. **Question:** What are the additions to this contract that was not included on the last contract?

Answer: Leah Chase Academy has been added to this contract. The General Meyer building has been sold.

19. **Question:** Does this facility use a porter?

Answer: One (1) day porter will be needed at each facility

20. **Question:** Does the state provide any paper or chemical products for this contract?

Answer: Please see Answer to Question Number 11.

21. **Question:** What are the additions to this contract that was not included on the last contract?

Answer: See Answer to Question Number 19.

22. **Question:** Is there a bond required?

Answer: A bond is not required.

23. **Question:** Do we have to pay for background checks and badging? If so what is the cost?

Answer: All staffing responsibilities including background checks and badging will the responsibility of the contracted custodial company. NOLA-PS does not cover these expenses.

24. **Question:** Could you kindly provide information regarding the current wage paid to custodial workers?

Answer: Custodial workers are paid directly from the contracted custodial company.

25. **Question:** Please confirm that New Orleans City Council Article VIII Living Wage Ordinance Section 70-806 (1) (d) applies to this solicitation requiring a minimum wage of \$15.00 per hour.

Answer: NOLA-PS does not regulate wages paid to employees of the custodial company.

26. **Question:** Please confirm that New Orleans City Council Article VIII Living Wage Ordinance Section 70-807 (1) applies to this solicitation requiring at least 7 days of Compensated Leave per year.

Answer: Please see Answer to Question No.26.

27. **Question:** The City of New Orleans lists 15 Holidays for 2024. Please confirm that the building closures for Holidays in connection with this solicitation include only the 6 Building Holidays listed on page 19, Custodial/Janitorial Specifications (12.)

Answer: The Timbers building will only be closed on the 6 building holidays listed in the RFP. However, Leah Chase and Mahalia Jackson may be closed additional days.

28. **Question:** The City of New Orleans lists 15 Holidays for 2024. Please confirm that the building closures for Holidays in connection with this solicitation include only the 6 Building Holidays listed on page 19, Custodial/Janitorial Specifications (12.)

Answer: Please see Answer to Question No. 28

29. **Question:** Is there a CBA (Collective Bargaining Agreement-Union) related to this workforce? If yes, can the current CBA be provided to the offerors?

Answer: No, there is not a CBA related to this workforce

30. **Question:** The Custodial/Janitorial Specifications on pages 19-20 offer some specifics related to the Timbers and Mahalia locations such as hours of operation and number of floors and restrooms, however, there is nothing related to the Leah Chase Building. Can the Government offer some specifics on the Leah Chase Building such as floor surfaces type and square footage, number of floors, and restrooms?

Answer: The Leah Chase Building is 69,455 square feet and has three (3) stories with floors that are predominately VCT. There are approximately seventeen (17) restrooms (single toilet) with approximately 56 toilets/urinals.

31. **Question:** The Custodial/Janitorial Specification on page 20, item 26. Speaks to monthly refrigerator cleaning. Please confirm this is the cleaning out of the inside of the refrigerator and freezer, or did the Government have a different intent with this item number.

Answer: Yes, this includes cleaning of the interior of refrigerator and freezer.

32. **Question:** Please confirm that New Orleans City Council Article VIII Living Wage Ordinance Section 70-806 (1) (d) applies to this solicitation requiring a minimum wage of \$15.00 per hour.

Answer: NOLA-PS does not regulate wages paid to employees of the custodial company.

33. **Question:** Please confirm that New Orleans City Council Article VIII Living Wage Ordinance Section 70-807 (1) applies to this solicitation requiring at least 7 days of Compensated Leave per year.

Answer: Please see Answer to Question No. 33.

34. **Question:** In the midst of highly competitive labor market constraints, will consideration be granted to allow custodial providers with the ability to offer staff members competitive living wages?

Answer: Yes, the labor market constraints will be considered.

35. **Question:** According to the RFP, the page limit is 20 excluding forms for OPSB. So, are you requesting only a proposal and not a contract? With items Tabs 1-12

Answer: Please submit only proposal. The twenty (20) page limit does not include NOLA-PS Forms found in Tabs 9-12.

36. **Question:** If the coronavirus spikes again and school sites return to full-scale meals in classrooms, will financial considerations be extended to cover the additional expenses for trash bags and labor for the enhanced cleaning requirements?

Answer: Yes, coronavirus spikes will be considered.

37. **Question:** On page 34 of the RFP – “Contract Start PLUS Add School A...” using the follow format Price per sq ft is that something that OPSB would like completed?

Answer: Yes, complete form on page 34.

38. **Question:** On Page 34 of the RFP where the 3 site are listed you would like the cost to complete by sq. ft only? or both with the annual escalation at the 2.2%?

Answer: The Form found on Page 34 should be completed.

39. **Question:** Would there a possibility to schedule a walk though of Leah Chase Academy site ?

Answer: A walkthrough is scheduled for Tuesday, February 27, 2024 @ 4:15 P.M.

40. **Question:** Sq footage for Leah Chase is subject to change should this occur; we would OPSB re-negotiate price?

Answer: No, the price per square foot will remain the same.

41. **Question:** Are you able to share with us who is your current janitorial contractor?

Answer: Please see answer to question number 1.

42. **Question:** What is the monthly rate for your current services?

Answer: The rate per square foot is 0.17.

43. **Question:** Are we allowed in the building to take measurements or do you have prints of the facility with measurements for us to view?

Answer: Please see Answer to Question No. 3.

44. **Question:** What brand are the current paper dispensers in the facilities?

Answer: Timbers – Georgia Pacific enMotion, Mahalia Jackson – Scott, and
Leah Chase – currently unknown

45. **Question:** If awarded this contract, are we able to provide updated consumable dispensers?

Answer: Please include any proposed updates in the proposal for consideration.

46. **Question:** Will there be a walk thru schedule to visit the three sites on the RFQ? If not, can we get a floor plan of each location?

Answer: Please see Answer to Question No. 3.

47. **Question:** On the pricing sheet you have the three locations listed together to provide a square footage rate. But there is a difference in cost for administrative office buildings and school classroom janitorial services. How would you like us to break down the cost? And when adding additional square footage is all school style or is there admin. office building that will be added down the line?

Answer: Pricing per square footage can be broken down by building, if needed. Additional schools A-F on the cost sheet will be school-style buildings. However, there is a possibility for additional square footage to be added to the Mahalia Jackson building due to possible tenant or partnership occupancy that is not originally included in the RFP.

48. **Question:** Will there be day porters needed at any of these three locations and how many? Also on the square footage being added do know if porters will be required?

Answer: One (1) day porter will be needed at each facility. Additional porters will only be required if additional facilities are added to contract.

49. **Question:** Could we get a list of the paper products being used at each location? Hand Soap and hand sanitizer? bags (trash liners)? If we could get usage numbers of each site as well.

Answer: NOLA-PS does not have this information. The current custodial vendor provides and manages all supplies.

50. **Question:** Please provide past 3 months invoices – 11, 12/2023 and 01/2024.

Answer:

Building	Month	Invoice Number	Amount
Timbers	November	4338	10,382.57
Mahalia Jackson	November	4339	3,708.77
Timbers	December	4376	10,382.57
Mahalia Jackson	December	4375	3,708.77
Timbers	January	4390	10,538.31
Mahalia Jackson	January	4391	3,764.40

If the vendor desires hard copies of the invoices, please submit a Public Records Requestion via the NOLA-Ps Website.

Attachment A

Registration Report

	Last Name	Email	Registration Time	Approval Status
Travis	Gomez	travis@hydrocleanla.com	1/25/2024 13:03	approved
SHANNON	DUPLESSIS	DIRTDIVAJANITORIAL@YAHOO.COM	1/25/2024 14:11	approved
William	McAfee	wmcafee@sfmscompany.com	1/27/2024 11:09	approved
Rosilind	Branch	Rosilind30@gmail.com	1/28/2024 22:54	approved
Patrice	Green	globalsvcs@bellsouth.net	1/29/2024 11:22	approved
Deja	Brown	Deja.Brown@maidinluxuryllc.com	1/29/2024 12:11	approved
Darlene	Stewart	stewartscleaningservicellc@gmail.com	1/29/2024 12:47	approved
Keyoka	Nunnery	hiqualitycleaning@gmail.com	1/29/2024 19:06	approved
Jan	Fugler	jfugler@edsla.com	1/30/2024 9:02	approved
Kevin	Gray	kgray@edsla.com	1/30/2024 9:13	approved
Eric	Burks	eric.burks@4aera.com	1/30/2024 9:33	approved
SHAMEKA	ROBINSON	NoahProfessionalCleaners@gmail.com	1/30/2024 11:07	approved
Shameka	Robinson	NoahsProfessionalCleaners@gmail.com	1/30/2024 11:08	approved
Georgina	Masters	gm@Fkenterprise.com	1/30/2024 14:47	approved
Terry	Gaddis	Owner@fkenterprise.com	1/30/2024 14:48	approved
Gerald	Montenegro	gerald.lakesidejanitorial@gmail.com	1/30/2024 15:08	approved
Dayle	Hernandez	dayle@source-onellc.com	1/30/2024 16:11	approved
Stacy	Jennings	Stacy.Jennings@smclean.com	1/31/2024 9:32	approved
An	Washington	awash@sapphirejanitorialsvcs.com	1/31/2024 10:17	approved
Chuck	Cundiff	ccundiff@janikinggcr.com	1/31/2024 11:46	approved
Al	Hilton	al@ramelli.com	1/31/2024 15:21	approved
Kendall	Payne	Kendall@kpcjanitorial.com	1/31/2024 21:36	approved
Cedric	Watts	cedric@wattsgroupinternational.com	2/1/2024 11:57	approved
Maque	hollins	mhollins@wattsgroupinternational.com	2/1/2024 11:58	approved
Thomas	Michael	thomas@wattsgroupinternational.com	2/1/2024 11:59	approved
Martell	Augillard	Cleanasnewbr@gmail.com	2/1/2024 23:13	approved
Amari	Ruff	amari@cleanandprotect.co	2/2/2024 10:43	approved
sharon	richard	sharon_richard50@yahoo.com	2/4/2024 17:23	approved
Carl	Mack	Carl.Mack@3h3h.net	2/6/2024 7:25	approved
KATHE	W	K_S_M_2008@yahoo.com	2/6/2024 8:43	approved
OJ	Heo	oj.heo@3h3h.net	2/6/2024 9:06	approved
Latoya	Julien	ljulien@aljsconsultant.com	2/6/2024 9:13	approved
Wayne	August	wayne.august@abm-nola.com	2/6/2024 12:10	approved

LENDEN	LEWIS	LEWISSVCS@AOL.COM	2/6/2024 13:21 approved
Kelley	So	kelley.so@3h3h.net	2/6/2024 20:26 approved
Kristina	Woo	Kristina.woo@3h3h.net	2/7/2024 0:37 approved
Ariadna	Mezano-Montero	Aspotlesservices@gmail.com	2/7/2024 9:29 approved
Brian	Williams	bwilliams35@brccg.com	2/7/2024 11:03 approved
Firmin	Ronald and Deshanda	drdfirmin@mac.com	2/7/2024 12:27 approved
Swanica	Williams	neauxlajanitorial@gmail.com	2/7/2024 16:42 approved
Nehemiah	Garley	Ngarley@hotmail.com	2/8/2024 13:40 approved
Fredo	Derazin	fredo@belcleaning.com	2/8/2024 21:03 approved
Barrett	Wiley	barrett@mycleaningconcierge.com	2/9/2024 6:45 approved
Stefi	Hochhauser	stefanie@summitfacilitysolutions.com	2/9/2024 8:39 approved
Elijah	Garley	TheGarsonGroup@Gmail.com	2/9/2024 8:58 approved
Latonya	Downing	ldowning@nolapublicschools.com	2/9/2024 8:59 approved
kenneth	Bynum	kb@prosystemsus.com	2/9/2024 10:00 approved

End of Addendum No. 1