



City of Cambridge

Purchasing Department

Cynthia H. Griffin
Purchasing Agent

To: All bidders

From: City of Cambridge

Date: November 25, 2011

**Re: File No. 5655, Janitorial Services for the Robert W. Healy Public Safety Facility
Addendum No. 1**

The following questions were submitted and answered.

Question

Is cleaning the windows covered in a separate bid?

Answer

No window washing is not part of this bid. If required the City may process a bid for window washing at a later date.

Question

Is cleaning equipment also provided by the City?

Answer

Please refer to the Materials and Supplies section of the bid document. Cleaning equipment is not provided by the City.

Question

What areas don't we clean?

Answer

The contractor does not clean the following areas: detention area, penthouse, garage, and various office areas.

Question

When did the building open?

Answer

December 2008

Question

How many day cleaners are during the day?

Answer

2

Question

What time do the night cleaners come now?

Answer

They normally come in around 5:00/5:30 PM and leave around 9PM.



Question

Do we need to clean the gym equipment?

Answer

No

Question

Does the marble flooring need any special cleaning?

Answer

It is to be mopped with a cleaner. It does fade and needs periodic heavy cleaning.

Question

How is the recycling dealt with?

Answer

It is kept separate and the contractor will bring it down to the garage.

Question

Can you provide floor plans of the facility?

Answer

Floor plans for the facility are not available due to the nature of the business and confidentiality issues related to areas not assigned to the cleaning company.

Question

What is the number of restrooms and locker rooms?

Answer

1.) The restrooms are as follows:

- a. Floor 1 - 3 restrooms (includes Male Bathroom and Female in addition to 1 public single stall)
- b. Floor 2 – 2 restrooms with small locker room area and single shower and two full size locker rooms with showers, bathroom facilities and large carpeted area near lockers
- c. Floor 3 – 2 restrooms with single shower
- d. Floor 4 – 2 restrooms with single shower
- e. Floor 5 – 2 restrooms with locker rooms and showers

Question

How many days per week are we required to clean?

What hours are we able to come in and clean the building both weekdays and weekends?

Does the contractor require cleaning on Saturday and Sunday?

What time does the evening cleaning start and end?

Answer

Cleaning is required 7 days a week. The Work Schedule and the hours for cleaning is listed on page 8 of the Invitation for Bid.

Question

What is the current staffing level for night cleaning?

Answer

Current staffing for night cleaning crew is 4-5 per shift.

Question

What is the actual Sq. footage the contractor will be responsible for cleaning on a daily basis?

Answer

The City does not have the actual square footage that is being cleaned. The estimated square footage that is currently being cleaned is 65,000. The intent of the IFB is to have all of the non-secure areas cleaned to the highest level of cleanliness. A tour of the building was provided during the pre-bid meeting so all bidders could see the areas needed to be cleaned.

Question

Is the current contract Union or non-Union?

Answer

The City does not specify if the contractor shall be union or non-union".
Therefore the City does not know if the current contractor is union or non union.

Question

What is the current annual value of the contract?
Who is the current vendor/service provider?

Answer

The current vendor is ABM Janitorial Services Northeast Inc. The total bid cost is as follows:

Year one: \$99,827.96 (1/5/2009- 1/4/2010)
Year two: \$105, 290.73 (1/4/2010- 1/3/2011)
Year three: \$109,250.91 (1/4/2011- 1/3/2012)

Please see sign in sheet from the mandatory pre-bid meeting. Only companies recorded as attending the pre-bid conference will be eligible to bid.

**All questions and answers are closed.
All other details remain the same.**


**CYNTHIA H. GRIFFIN
PURCHASING AGENT**

ADDENDUM NO. 1

Mandatory Pre-bid Meeting: Sign in sheet
 Wednesday, November 23, 2011 @ 10:00 Am
 Janitorial Services for the Robert W. Healy Public Safety Facility
 Please write information requested clearly

Company Name	Contact	Phone	Fax	E-Mail
A-B-N	Manning COSTS	617 591 6699	617 591-6693	Manuel.COSTA@ABN.com
SS Services	Dan Shea	351-291-9776		dan@shea@ss-services.com
F M & M	James Cassella	617.561.7003		JRASSO@HDCWORKING.COM
M & M CLEANING, INC	MARCELA FREITAS	7813990377	7812230302	m.assc@pompac.com man cleaning inc. com
DONE RIGHT	SCOTT WELLSFIRE	6172360155		AWELLS@DORERIGHTSERVICES.COM
DONE RIGHT	SEAN BAILEY	617 236 0155		SEAN@DORERIGHTSERVICES.COM
Empire Cleaning	Michael DeRubeis	781-246-1223	781 246 4045	Michael@EmpireCleaning.net
Empire Cleaning	Manuel/ Lucia	781-246-1223	781-246-4045	Manuel@EmpireCleaning.net
EMPRESS EMPERIAL	JOHN F. HIGGINS	781-579-2424	781-322-1447	EMPRESS@EMPERIALSERVICES.COM
Joni King	Joe Gossredo	781-229-5655	781-270-2225	jgossredo@joni-king.com
U&L SERVICES	Pamela Abbeigis	617 938 4520	617 951 0505	pabbeigis@u-l-services.com
Company Name	Contact	Phone	Fax	E-Mail

