

**GREATER HARTFORD TRANSIT DISTRICT
GHTD RFP #10-019
JANITORIAL SERVICES**

**ADDENDUM #3
February 6, 2019**

The Request for Proposals (RFP) is modified/clarified as set forth in this Addendum. The original RFP Documents remain in full force and effect, except as modified/clarified by the Addenda, which is hereby made part of the RFP. Respondent shall take this Addendum into consideration when preparing and submitting its proposal.

A Pre-Proposal Conference was held in the GHTD Conference Room on **Wednesday, January 30, 2019, at 10:00 AM** for the purpose of clarifying the requirements outlined in GHTD RFP #10-019. The following individuals were in attendance: Lisa Chapman (Performance Environmental Services), Randy Ziegler (Owens Realty Services), Deen Morel (Owens Realty Services), Tim Whitlock (Premier Maintenance, Inc./AffinEco, LLC), Sandino Cifuentes (Premier Maintenance, Inc./AffinEco, LLC), John Cossette (Jani-King), Marcel Gonzalez (Empire Facility Solutions), Jose Gonzalez (Suburban Integrated Facilities Resources), Dave Hyun (Charter Oak Building Maintenance, Inc.), George Yuille (Nu Look Cleaning Services), Justin Mouldin (J&L Precision Cleaning), Scott Weintraub (SMG), Johan Bermudez (SMG), Jacob Rosario (Patterson Maintenance Services), Jamieson Wieland (Coastal Cleaning), Vicki Shotland (GHTD), Mary Deppe (GHTD), LaShaunda Drake (GHTD), and (via conference line) DJ Gonzalez (GHTD)

Proposals are due on February 15th at 2:30 p.m. at the District offices located at One Union Place, Hartford, CT.

The following requests for clarification were submitted:

1. **INQUIRY**: Can you provide a floor plan of the cleanable areas?

RESPONSE: No. At the present time we do not have a floor plan readily available.

2. **INQUIRY**: If a floorplan is not available, can you provide a list of cleanable tenant spaces and their square footage?

RESPONSE: The square footage of cleanable spaces included in the scope of work of this RFP is approximately 32,000 square feet. Spaces include the GHTD Offices/bathrooms, Transit Center, Great Hall, Transportation Center, Bathrooms, vestibules, elevators, hallways on main level (to bathrooms, etc.), staircase to train platform, and perimeter of the building.

3. **INQUIRY**: Does window cleaning include all windows in the building including 3rd floor windows over the street and trackside?

RESPONSE: Window cleaning includes all windows located on the East side of Union Place to include the Great Hall, New Transportation Center, and GHTD offices. Additionally, windows will also need to be cleaned on the West side 2nd floor platform (eye level).

4. **INQUIRY**: Is there any unique safety training required due to the proximity of the train tracks?

RESPONSE: No. You will not be working on the platform with the active rail line. You will be working on the platform against the building.

5. **INQUIRY**: Can you clarify that all lawn mowers, landscaping supplies, snow removal equipment, and repair supplies such as paint brushes and paint are provided by GHTD?

RESPONSE: Yes. These materials will be provided by GHTD.

6. **INQUIRY**: Is the supervisor noted in Section II, C, an additional employee on top of the two-day shift workers?

RESPONSE: No. The supervisor is a working supervisor that does maintenance/janitorial work, not an additional employee.

7. **INQUIRY**: Is the supervisor a unionized employee?

RESPONSE: Yes. The current supervisor is a unionized employee as the current contracting company (SMG) is unionized. However, this RFP is open to all bidders, Union or not.

8. **INQUIRY**: Please provide a copy of the pre-bid sign in sheet

RESPONSE: See RFP 10-019 - Addendum 3 - Attachment 1 Pre-proposal Conference Sign-In Sheet

9. **INQUIRY**: Does the current vendor currently utilize a Collective Bargaining Agreement? If so, please provide a copy of the current CBA.

RESPONSE: Yes. The current contractor has a CBA. We do not have it on file.

10. **INQUIRY**: Please provide a copy of the last three years of line item operating statements for the past three years.

RESPONSE: The district will not disclose budgetary information for the current contractor.