



## ST. TAMMANY PARISH

MICHAEL B. COOPER  
PARISH PRESIDENT

**November 15, 2021**

Please find the following addendum to the below mentioned RFP.

**Addendum No.:** 1

**RFP#:** 21-08-7

**Project Name:** Janitorial Services - CH Annex, Public Defender, & Tyler Street Admin

**RFP Due Date:** Tuesday, November 30, 2021

### **GENERAL INFORMATION:**

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1. No site visit will be scheduled as the square footage is in the specifications.
2. Section 2.1 Scope of Work/Services, Definition of Work #9 has been removed from the SOW for this project and is no longer required.

### **QUESTIONS AND ANSWERS:**

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Question 1: On page 6 (9) spray buff: What is the frequency that the Contractor is to spray buff each facility? Should the Contractor include in its pricing? Or should the Contractor add a line item with a charge breakdown per sq. ft. for this spray buffing at St. Tammany Parish request?

**Answer 1:** See above general information #2.

Question 2: On page 6 (11) carpet cleaning (Extraction Method): What is the frequency that the Contractor is to clean the carpets?

**Answer 2:** This falls under floor cleaning schedule which is 3 x's a year

Question 3: On page 6 (11) carpet cleaning (Extraction Method): Should the Contractor include in its pricing for an annual carpet cleaning? Or should the Contractor add a line item with a charge breakdown per sq. ft. for carpet cleaning at St. Tammany Parish request?



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- Answer 3:** On Attachment A “Proposal Price Sheet” there is a line item to add this price.
- Question 4:** In Attachment A it says “Floor cleaning 3 x’s yearly”. Floor cleaning is much different than a complete strip and re-coating. Please clarify St. Tammany’s meaning and understanding of floor cleaning.
- Answer 4:** Flooring Cleaning is to clean all carpets using # 11 Extraction Method and # 12 Strip and Refinish Floor on page # 7 under the Scope of Work/Services.
- Question 5:** If the Contractor is to provide for a complete strip and re-coating, what is the frequency that the Contractor will be required to provide for a complete strip and re-coating?
- Answer 5:** The frequency is listed under Floor Cleaning Schedule: 3 x’s a year.
- Question 6:** Should the Contractor include in its pricing for an annual strip and re-coating? Or, should the Contractor add a line item with a charge breakdown per sq. ft. for a complete strip and re-coating at St. Tammany Parish request?
- Answer 6:** On Attachment A “Proposal Price Sheet” there is a line item to add this price.

**End of Addendum #1**