

RFP 2023_01 Janitorial Services – Addendum 1

Responses to questions received –

1. What is the square footage of the building offices that need to be cleaned?
 - Tribal Headquarters building is roughly about 21000 square feet
 - Healing House is roughly 2700 square feet
 - Old Administration Bldg 456 Katlian- is roughly 5900 square feet
 2. How many offices are total?
 - Tribal Headquarters at 204 Siginaka has 45 offices including USDA rural development and NOAA.
 - Healing house 12 Offices
 - Katlian St location should be considered as a whole area. Offices will vary.
 3. How much interior glass needs to be cleaned?
 - The bulk of the interior glass is at 204 Siginaka way. There are 32 windows within all 3 stories of office spaces and 3rd floor conference rooms that look outside (not including NOAA). There are 23 windows that look into offices from the hallway. Both upstairs conference rooms have glass walls. On the first floor there are windows in the conference, lobby and entry way.
- Square footage?
- Approximately, 15,293 square feet of interior glass to be cleaned quarterly.
4. What floors are stripped and waxed?
 - Please do not include this cost in your proposal. If and when these services are needed we will request a separate bid.
 5. Deep clean kitchen area? During the walk-through Travis mentioned once a year for stove, Fidge, microwave. cupboards?
 - Section 4.b.4 says the “deep clean” of the kitchen would be quarterly.
 6. Is that the interior and exterior of all of them?
 - Yes, it does.

Do we need to move the fridge and stove and clean behind and underneath?

 - Yes.
 7. Can we do early morning cleaning? Starting at 5 am? Finished before everyone comes into work?

- Yes. The building opens at 8 am. We do have an alarm on the building but we can issue and code to the alarm. Janitors must be aware that some staff may be on-site prior to 8:00am.

8. If we don't supply the paper supplies liners, can we lose points for our bid, or will our bid not be considered at all?

- Bid will still be considered; however, supplies management will be a factor during vendor selection.