

September 19, 2025

To: Prospective Bidders/Proposers and Other Interested Parties:

Re: Custodial Services Management Company Request for Proposal (RFP), Dated August 25, 2025

ADDENDUM # 1

Please note that all parts of this addendum become part of the RFP and shall be included in all bids.

Questions submitted by Prospective Bidders/Proposers for Custodial RFP

Can you provide the flooring type breakdown of all locations (i.e. Carpet, VCT, Tile, Concrete, etc.)? Total square footage of % of total square footage? **Reference #20**

Is the square footage listed for each facility gross square or net cleanable?
Reference chart on page #3

Please provide the current wage rates in order to accurately forecast the payroll budget.
Reference #34

Can badges be purchased from GCPS? If so, what is the cost? **Reference #32**

Is it possible to get the current consumable (i.e. paper, plastic, soap, etc) supply usage data and total cost for the year? List of products, quantities etc.? **RFP #23, the proposal states the companies should provide their own list of consumables**

Is hand sanitizer required to be purchased? **No, this is not a requirement.**

Will the vendor be permitted to use a washing machine(s) and dryers at schools for cleaning of clothes, mops, etc.? If not, can proper hook-ups be provided for a CSMC-owned washer and dryer? **No, please refer to # 22, 23 and #24**

Is there any current supplies/equipment at the schools the GSMC can utilize? **No**

Exterior window services required? What are the height restrictions and frequency of interior and exterior window cleaning? **Currently custodians perform task achievable from a 6ft ladder, Refer to Attachment A**

Are current employees for current vendor performing services part of any union(s)? If yes, please share seniority list with start date, hourly rate, daily shift schedule, etc. **No**

What are the criteria for awarding the contract? Can you specify the percentage of each category; Price, qualification, experience, etc.? **Refer to #10 Submission Inclusion**

GC Hawley Middle School **Refer to #13 and #14 - Applicable for ALL schools**

- How many days per week should the school be visited and tasks completed?
- How many hours are required per visit?

Cleaning Calendar - Refer to #4, the chart in the RFP references the # of employee on a 10 month schedule

School Vehicles

- Are there any GCPS-owned vehicles available to the CSMC for use (i.e. move supplies/equipment between schools)? No, please refer to #64

Are the CSMC employees required to be certified to drive buses? Yes, this is a requirement.

Are current custodians doing any additional grounds or maintenance support activities outside of cleaning? Refer to Attachment A for Cleaning Specifications (Does NOT include Grounds Maintenance)

The contractor is responsible for all consumables; would you be open to us billing back for actual usage? Refer to #24

Are all day and night supervisors subject to interview by the district before official hire or just the main account supervisor? Refer to #65

If a Granville County employee does not fulfill their daily work duties on a regular basis, what will the correction process look like? For example, will the ABM manager write the employee a discipline notice or will Granville be responsible for this? Work with GCPS HR Dept. to follow a progressive discipline model

What is the current budget for consumable products at GCPS? Consumables include paper products, soap, trash liners, etc. Refer to # 24

Is GCPS open to the vendor providing consumable products on a "pay as you go" basis? This means GCPS is billed monthly by the vendor only for the products that are utilized. Refer to # 24

Does GCPS have a required goal for the HUB annual spend? Please refer to #5 and #51/GCPS Board Policy 9125

Is GCPS open to moving the cleaning times of the current GCPS employees? For example, some of the cleaners would start in the afternoon and work into the evening. Refer to #14, #15 and #16