

Addendum No. 01 with Written Inquiry Responses
DCF ITB 2425 076
Cleaning Services Roberts Building

Solicitation Number: DCF ITB 2425 076
Solicitation Title: Cleaning Services Roberts Building
Response(s) Due Date: June 11, 2026
Addendum Number: 01
Addendum Date: May 27, 2026

FAILURE TO FILE A PROTEST WITHIN THE TIME PRESCRIBED IN SECTION 120.57(3), FLORIDA STATUTES, OR FAILURE TO POST THE BOND OR OTHER SECURITY REQUIRED BY LAW WITHIN THE TIME ALLOWED FOR FILING A BOND SHALL CONSTITUTE A WAIVER OF PROCEEDINGS UNDER CHAPTER 120, FLORIDA STATUTES.

***DCF ITB 2425 076** is hereby amended as follows, all other terms and conditions of the solicitation remain in effect. All additions are highlighted in **yellow**, and words ~~stricken~~ are deletions:*

Change No. 1

Section 1.3, Timeline:

ACTIVITY	DATE	TIME	ADDRESS
Solicitation Issued	March 25, 2026	N/A	https://vendor.myfloridamarketplace.com/
Mandatory On-site Pre-Solicitation Conference	April 23, 2026	10:00 AM	Address: Roberts Building 5920 Arlington Expressway Jacksonville, Florida 32211 See Section 2.4
Receipt of Written Questions Due Date	April 30, 2026	2:00 PM	See Section 1.4
Anticipated Date for Department's Answers to Written Questions	May 14, 2026 May 27, 2026	N/A	See Section 1.4
Response Due Date	May 28, 2026 June 10, 2026	10:00 AM	See Section 1.4
Response Opening (Public Meeting)	May 28, 2026 June 11, 2026	2:00 PM	Please join my meeting from your computer, tablet or smartphone. https://meet.goto.com/654295517 You can also dial in using your phone. Access Code: 654-295-517 United States: +1 (872) 240-3212
Anticipated Posting of Notice of Intent to Award	June 15, 2026 June 23, 2026	N/A	https://vendor.myfloridamarketplace.com/

**Addendum No. 01 with Written Inquiry Responses
DCF ITB 2425 076
Cleaning Services Roberts Building**

Anticipated Contract Start Date	July 1, 2026	N/A	N/A
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Change No. 2

Section 2.9.2 — Alternatives

If the Department wishes to learn the relative or additional construction cost of an alternative method of construction, an alternative use or type of material or an increase or decrease in scope of the Project, these items will be defined as alternates and will be specifically described by the Contract. Alternates shall be provided in a manner that clearly indicates what sums will be added to or deducted from the Base Bid. All Respondents are required to submit pricing for both the Base Bid and the Add Alternate as described in **Appendix III (Cost Proposal)**. The Department reserves the right to award the Base Bid only, or the Base Bid together with the Add Alternate, based on the best interest of the State and availability of funds. It is the Department's intent to award the Add Alternate together with the Base Bid, subject to availability of funds.

Change No. 3

Section 3.1.3

Appendix III: Cost Proposal (PMT-60), including pricing for both the Base Bid and the Add Alternate.

Change No. 4

Attachment A, Section 5.4.2.3.4

The Provider agrees to furnish janitorial and cleaning services as part of this agreement. This includes furnishing all cleaning/maintenance equipment and cleaning supplies as required. Toilet paper, paper towels, hand soap, soap dispenser refills, trash liners, sanitary disposal liners, urinal splash guards/deodorizers, toilet bowl deodorizer clips, and seat liners will be supplied by the Department of Children and Families under the base scope of work. Under the base scope of work, the Provider's obligation for these Department-supplied items is to replenish dispensers and receptacles from stock provided by the Department; the Provider is not responsible for procuring these items. If the Department awards the Add Alternate identified in **Appendix III (Cost Proposal)** for the Provider to furnish restroom consumable supplies, then the Provider shall supply at no additional cost beyond the awarded Add Alternate pricing, toilet paper, paper towels, hand soap, soap dispenser refills, seat liners, trash liners, sanitary disposal liners, urinal splash guards/deodorizers, and toilet bowl deodorizer clips for the facility for the period(s) covered by the awarded Add Alternate.

Addendum No. 01 with Written Inquiry Responses
DCF ITB 2425 076
Cleaning Services Roberts Building

Change No. 5

Attachment A, Section 5.5.1.2

Restroom seat liners, trash liners, sanitary disposal liners, urinal splash guards/deodorizers, toilet bowl deodorizer clips, and soap dispenser refills.

If the Department awards the Add Alternate identified in **Appendix III (Cost Proposal)** for the Provider to furnish restroom consumable supplies, the Department will not supply the consumable items listed in **Sections 5.5.1.1** and **5.5.1.2** for the period(s) covered by the awarded Add Alternate, and the Provider shall furnish such items in accordance with **Section 5.4.2.3.4** and the awarded Add Alternate pricing.

Change No. 6

Attachment B – Task List, Daily tasks

DAILY	
Entire Building	Remove trash from all interior trash receptacles and place in dumpsters
Lobbies & Hallways	Dust mop resilient floors
	Spot damp mop resilient floors
Restrooms	Maintain in a clean and sanitary condition: floors (damp mop), walls, doors, stalls, partitions, shelves, basins, commodes, urinals, bath facilities, soap and towel dispensers. Clean and polish mirrors. Empty and sanitize trash and sanitary napkin disposal receptacles. Replenish supplies of tissue toilet paper, paper towels, seat liners, trash liners, sanitary disposal liners, urinal splash guards/deodorizers, toilet bowl deodorizer clips, and soap dispenser refills (under the base scope of work, replenishment shall be from Department-supplied stock per Section 5.5.1 ; under the Add Alternate, the Provider shall procure and replenish all listed items per Section 5.4.2.3.4).
Stairwells & Landings	Sweep & spot clean
Atrium Stairs	Sweep/clean thoroughly
Lounge, Kitchen/Snack Bar Areas	Clean sinks, wipe off tables and chairs, clean/polish front & grill of ice machine
Service Sinks & Counters on each floor	Scour sinks & wipe counters
Water Fountains	Clean and sanitize, replenish supply of disposable cups
Front & Rear Entrances	Spot clean directory and all interior glass doors and adjacent glass and frames; sweep all exterior covered entranceways to the building
Trash (Exterior)	Empty and clean all trash receptacles; Use liners and change as needed
Property and Grounds	Police all maintained grounds for litter a minimum of twice daily, including all parking lots, driveways, sidewalks, and landscaped areas surrounding the Roberts Building, extending to the outer edge of the property's maintained perimeter. Additional litter pick-up may be directed by the Department as needed.

**Addendum No. 01 with Written Inquiry Responses
DCF ITB 2425 076
Cleaning Services Roberts Building**

Cigarette Urns/Smoking Areas	Empty and clean all cigarette urns
Elevators	Clean and mop floors, clean walls & tracks

Change No. 7

Attachment B – Task List, As Requested tasks

AS REQUESTED	
Auditorium	Meeting setup
Property and Grounds	Litter pick-up Additional litter pick-up beyond scheduled daily passes, as directed by the Department.

Change No. 8

Attachment C – Schedule, Section C.1.1 – Day Porter Sample Schedule:

C.1.1 The following is a sample schedule:

- C.1.1.1.** Provider may add duties/tasks to this position for maximum productivity.
- C.1.1.2.** Day Porter will be available to handle any special needs that might arise during their shift.
- C.1.1.3.** Day Porter will be required to dress appropriately for public contact with proper janitorial logo or uniform within the Roberts Building during regular work hours.
- C.1.1.4.** Day Porter must be capable of:
 - C.1.1.4.1. Working independently
 - C.1.1.4.2. Supervising additional workers
 - C.1.1.4.3. Being flexible for interruptions for extra cleaning and other emergent work
 - C.1.1.4.4. Maintaining inventory and submitting reports
 - C.1.1.4.5. Interacting with clients and minors
 - C.1.1.4.6. Maintaining building security at all times

C.1.1.5. Supply Replenishment — Base Bid vs. Add Alternate: Under the base scope of work, the Day Porter shall replenish restroom consumable supplies (toilet paper, paper towels, soap dispenser refills, seat liners, trash liners, sanitary disposal liners, urinal splash guards/deodorizers, and toilet bowl deodorizer clips) from stock provided by the Department pursuant to **Section 5.5.1**. The Porter shall notify the Contract Manager promptly when Department-supplied stock is low or depleted. If the Add Alternate is awarded, the Provider shall procure and maintain adequate stock of all consumable items at no additional cost beyond the awarded Add Alternate pricing.

Addendum No. 01 with Written Inquiry Responses
DCF ITB 2425 076
Cleaning Services Roberts Building

TIME	DESCRIPTION
8:00 AM	Check meeting room schedule to determine if noon time set up is required.
8:30 AM	Grounds trash pick-up Grounds litter pick-up (first pass): All parking lots, driveways, sidewalks, and landscaped areas surrounding the Roberts Building, extending to the outer edge of the property's maintained perimeter.
9:00 AM	3 rd Floor: Check director's restroom if accessible at that time; Check Administration's coffee room for paper towels and wipe down counter and sink. Check 3 rd floor restrooms: Check supplies, wipe counter, check urinals and toilets for cleanliness and clean where needed.
9:45 AM	2 nd Floor Restroom's Check supplies, wipe counter, check urinals and toilets for cleanliness and clean where needed.
10:15 AM	2 nd Floor Snack Bar: Check supplies, wipe tables and chairs, front of ice machine, sweep up any debris from floor, wipe and clean sink.
10:45 AM	1 st Floor Restrooms: Check supplies, wipe counter, check urinals and toilets for cleanliness and clean where needed; Check coffee room for paper towels and wipe down counter and sink (includes Quiet Room restroom).
11:00 AM	1 st and 2 nd Floor: Clean around all entries and wipe prints off entry glass.
11:15 AM	Empty large trash cans in utility closets on each floor and spot clean floors in hallways and stairways.
11:45 AM	Check meeting room schedule and set up auditorium as requested for afternoon meetings (if required.)
12:00 PM - 1:00 PM	Lunch
1:00 PM	Empty cigarette urns at all entries and smoker's area.
1:15 PM	3 rd Floor: Check director's restroom if accessible at that time; Check Administration's coffee room for paper towels and wipe down counter and sink. Check 3 rd Floor restrooms: check supplies, wipe counter, check urinals and toilets for cleanliness and clean where needed.
2:00 PM	2 nd Floor Restrooms: Check supplies, wipe counter, check urinals and toilets for cleanliness and clean where needed.
2:45 PM	2 nd Floor Snack Bar: Check supplies, wipe tables and chairs, front of ice machine, sweep up any debris from floor, wipe and clean sink.
3:15 PM	1 st Floor Restrooms: Check supplies, wipe counter, check urinals and toilets for cleanliness and clean where needed; Check coffee room for paper towels and wipe down counter and sink (includes Quiet Room restroom).
3:30 PM	1 st and 2 nd Floor: Clean around all entries and wipe prints off entry glass.

Addendum No. 01 with Written Inquiry Responses
DCF ITB 2425 076
Cleaning Services Roberts Building

3:45 PM	Grounds litter pick-up (second pass): Same area as first pass.
3:45 4:00 PM	Redo 3rd Floor Restrooms
4:00 4:15 PM	Check meeting room schedule and set up auditorium for next day's scheduled events. Rotate recycle bins (as necessary remove full bins & replace with empty bins).
4:30 PM	Vacuum Information Technology (Rooms 130, 157, 158, 159, 163, 166) Redo 2 nd Floor Restrooms
5:00 PM	Shift Over

Change No. 9

Attachment D – Janitorial Services Inspection Checklist

Date of Inspection: _____

Inspection to be conducted utilizing **Attachment B - TASK LIST** for:

DAILY, WEEKLY, MONTHLY, QUARTERLY, SEMIANNUAL, AND ANNUAL TASKS

COMPLIANCE LEVEL (MAKE NOTATIONS AS APPROPRIATE)

TASKS PERFORMED DAILY	SATISFACTORY	UNSATISFACTORY
Examples: Waste receptacles emptied/cleaned as necessary, vacuuming, dust mopping, damp mopping, carpet spot cleaning, restrooms sanitized and cleaned, restroom consumable supplies replenished (including toilet paper, paper towels, soap dispenser refills, seat liners, trash liners, sanitary disposal liners, urinal splash guards/deodorizers, and toilet bowl deodorizer clips), break rooms wiped down/cleaned, carpet mats cleaned, doorway glass cleaned, walls spot cleaned, appropriate areas polished, outside perimeters cleaned maintained grounds policed for litter a minimum of twice daily per Attachment B (Task List) and as directed by the Department, outside break area wiped down, cigarette receptacles emptied. NOTE (Base Bid): Under the base scope of work, the Provider replenishes restroom consumable supplies from Department-supplied stock (Section 5.5.1). A rating of Unsatisfactory for supply absence shall not be applied where the Department has failed to provide adequate stock.		
TASKS PERFORMED WEEKLY	SATISFACTORY	UNSATISFACTORY

Addendum No. 01 with Written Inquiry Responses
DCF ITB 2425 076
Cleaning Services Roberts Building

Examples: Window partitions clean and streak free, flat surfaces dusted, baseboards dust free and mop line free, tiled and linoleum floors scrubbed and buffed, scuff marks removed from doors and kick plates, bathroom tile walls cleaned, restroom consumable supplies inspected and replenished as needed (urinal splash guards/deodorizers, toilet bowl deodorizer clips, sanitary disposal liners). NOTE (Base Bid): Under the base scope of work, replenishment is from Department-supplied stock (Section 5.5.1). Supply shortages caused by the Department's failure to provide adequate stock shall not be rated Unsatisfactory against the Provider.		
TASKS PERFORMED MONTHLY	SATISFACTORY	UNSATISFACTORY
Examples: Furniture vacuumed, baseboards wiped clean, stairwell swept and mopped, handrails wiped down, restroom consumable supplies replaced per replacement cycle (toilet bowl deodorizer clips, urinal splash guards/deodorizers). NOTE (Base Bid): Under the base scope of work, replacement items are Department-supplied (Section 5.5.1). The Provider shall notify the Contract Manager in advance of scheduled replacement cycles to ensure adequate stock is available. Failure to replace due to inadequate Department stock shall not be rated Unsatisfactory against the Provider.		
TASKS PERFORMED SEMIANNUALLY	SATISFACTORY	UNSATISFACTORY
Examples: Strip and refinish non-carpeted floors, carpet extraction and cleaning		
TASKS PERFORMED ANNUALLY	SATISFACTORY	UNSATISFACTORY
Examples: Clean/dust diffusers		

Specific instructions to Provider on items marked "Unsatisfactory"

Inspected By:

Name

Title

Addendum No. 01 with Written Inquiry Responses
DCF ITB 2425 076
Cleaning Services Roberts Building

Change No. 10

Appendix III – Cost Proposal, *Add Alternate (Initial term, and potential renewal term)

TOTAL COSTS - INITIAL TERM						
DESCRIPTION	PAYMENT FREQUENCY	TOTAL YEARLY COST (FY 26/27)	TOTAL YEARLY COST (FY 27/28)	TOTAL YEARLY COST (FY 28/29)	TOTAL YEARLY COST (FY 29/30)	TOTAL YEARLY COST (FY 30/31)
<u>Deliverable 1:</u> Monthly Janitorial Services <i>(Includes: Tasks listed as Daily, Weekly, Monthly, and As Requested)</i>	Monthly					
<u>Deliverable 2:</u> Periodic Specialized Cleaning <i>(Includes: Tasks listed as Quarterly, Bi-Annual, and Annual)</i>	Varies					
SUB-TOTAL:		\$	\$	\$	\$	\$
INITIAL TERM TOTAL BASE BID: (all fiscal years)		\$				
DESCRIPTION	PAYMENT FREQUENCY	TOTAL YEARLY COST (FY 26/27)	TOTAL YEARLY COST (FY 27/28)	TOTAL YEARLY COST (FY 28/29)	TOTAL YEARLY COST (FY 29/30)	TOTAL YEARLY COST (FY 30/31)
<u>*Add Alternate:</u> Cost for vendor to provide: • Toilet paper, paper towels. • Restroom seat liners, trash liners, sanitary disposal liners, urinal splash guards/deodorizers, toilet bowl deodorizer clips, and soap dispenser refills	Monthly					

Addendum No. 01 with Written Inquiry Responses
DCF ITB 2425 076
Cleaning Services Roberts Building

SUB-TOTAL:		\$	\$	\$	\$	\$
INITIAL TERM TOTAL ALTERNATE BID: (all fiscal years)		\$				
TOTAL COSTS – POTENTIAL RENEWAL TERM						
DESCRIPTION	PAYMENT FREQUENCY	TOTAL YEARLY COST (FY 31/32)	TOTAL YEARLY COST (FY 32/33)	TOTAL YEARLY COST (FY 33/34)	TOTAL YEARLY COST (FY 34/35)	TOTAL YEARLY COST (FY 35/36)
<u>Deliverable 1:</u> Monthly Janitorial Services (Includes: Tasks listed as Daily, Weekly, Monthly, and As Requested)	Monthly					
<u>Deliverable 2:</u> Periodic Specialized Cleaning (Includes: Tasks listed as Quarterly, Bi-Annual, and Annual)	Varies					
SUB-TOTAL:		\$	\$	\$	\$	\$
RENEWAL TERM TOTAL BASE BID: (all fiscal years)		\$				
DESCRIPTION	PAYMENT FREQUENCY	TOTAL YEARLY COST (FY 31/32)	TOTAL YEARLY COST (FY 32/33)	TOTAL YEARLY COST (FY 33/34)	TOTAL YEARLY COST (FY 34/35)	TOTAL YEARLY COST (FY 35/36)
<u>*Add Alternate:</u> Cost for vendor to provide: • Toilet paper, paper towels. • Restroom seat liners, trash liners, sanitary disposal liners, urinal splash guards/deodorizers, toilet	Monthly					

Addendum No. 01 with Written Inquiry Responses
DCF ITB 2425 076
Cleaning Services Roberts Building

bowl deodorizer clips, and soap dispenser refills						
SUB-TOTAL:		\$	\$	\$	\$	\$
RENEWAL TERM TOTAL ALTERNATE BID: (all fiscal years)		\$				

Response to Written Inquiries:

Question #	Vendor Name	Solicitation Section	Question	Department Response
1	Compass Facility Services	Scope of Work (PMT-57), General, All Pages	Please provide detailed floor plans and/or a square footage breakdown by surface type (carpet, VCT/tile, restrooms, stairwells, etc.) to support accurate pricing of routine and periodic cleaning services.	Facility square footage and service area details are described in PO SOW, Section 1.3. Detailed floor plans and a surface-type breakdown by square footage are not provided as part of this solicitation. Respondents were required to attend the Mandatory On-site Pre-Solicitation Conference pursuant to Solicitation Instructions Section 2.4 to familiarize themselves with the facility conditions and service areas and must rely on their site visit observations when developing their pricing. General floor plans are available to all conference attendees upon direct request to the Procurement Officer in accordance with Solicitation Instructions Section 1.4.
2	Compass Facility Services	Scope of Work (PMT-57), General, All Pages	Please provide the approximate number of building occupants (staff) and average daily visitor count to assist with estimating consumable usage and day porter workload.	The facility serves approximately 300 staff members and a variable number of daily visitors. (Reference: PO SOW, Section 1.2) Specific daily visitor counts are not available. Respondents should use their professional judgment, industry experience, and site visit observations to estimate consumable usage accordingly.
3	Compass Facility Services	Scope of Work (PMT-57), General, All Pages	Please provide counts of key service areas including restrooms, fixtures (toilets, urinals, sinks), breakrooms, conference rooms, stairwells, elevators, and exterior trash/recycling locations.	Specific room and fixture counts are not included in the solicitation documents. Respondents were required to attend the Mandatory On-site Pre-Solicitation Conference, to observe all service areas firsthand. Respondents must rely on their site visit notes, observations, and professional judgment when developing pricing.

4	Compass Facility Services	Scope of Work (PMT-57), Consumables / Add Alt	For the add alternate related to consumables, please provide historical usage data (annual or monthly) for toilet paper, paper towels, liners, soap, and other restroom supplies, if available.	The following historical usage data and product specifications are provided for reference purposes only. Quantities reflect estimates based on ordering history since December 2025. Actual consumption may vary, and the Department makes no guarantee that future usage will mirror historical quantities. Respondents must use this data in conjunction with their professional experience and site visit observations when developing pricing for the Add Alternate identified in Appendix III (Cost Proposal). All product specifications are provided as quality and compatibility references only; no proprietary products are required. Per Solicitation Instructions Section 3.5 (Trade Names), all substitutions must be functionally equivalent to the item specified. Average Monthly Consumable Usage (Add Alternate Reference Only): • Paper Towels, Hardwound Roll, 8" x 800' (case of 6): 10 cases per month / 120 cases annually • Toilet Paper, 2-ply, 9" Dia. Junior Jumbo JRT, 1,000'/roll (case of 12): 10 cases per month / 120 cases annually • Soap Dispenser Refills, Foam Handwash, 1.25L refill (case of 4): 10 cases per month / 120 cases annually • Trash Liners, Large (case of 50): 5 cases per month / 60 cases annually • Trash Liners, Small (case of 500): 5 cases per month / 60 cases annually The following items are ordered less frequently; quantities below reflect annualized estimates based on a six (6) month purchasing history:
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				• Restroom Seat Liners, Half Folded (case of 5,000): ~2 cases per month / 24 cases annually • Sanitary Disposal Liners, 9-1/4" x 3-1/4" x 9-7/8" (case of 500): ~1 case per month / 12 cases annually • Urinal Splash Guards/Deodorizers (pack of 10): 5 packs per month / 60 packs annually • Toilet Bowl Deodorizer Clips, 30-Day (pack of 12): 5 packs per month / 60 packs annually
5	Compass Facility Services	Scope of Work (PMT-57), Consumables	Please confirm the existing dispenser types and whether proprietary products are required for paper towels, toilet tissue, soap, and seat liners.	No proprietary products are required. The following product specifications reflect the size and format of consumable supplies currently in use at the facility and are provided to assist Respondents in identifying compatible and functionally equivalent products. Per Solicitation Instructions Section 3.5 (Trade Names), all substitutions must be functionally equivalent to the item specified. The Department reserves the right to request supporting catalog materials, literature, and/or product specifications to verify equivalency. Current Product Specifications (Compatibility Reference Only): • Paper Towels: Georgia-Pacific Dispenser w/ Renown Hardwound Roll Towels Natural White (Part# REN06131-WB), 8" x 800' • Toilet Paper: San Jamar Dispenser w/ 2-ply Toilet Paper (Part# 338351), 9" Dia. Junior Jumbo JRT, 1,000'/roll • Soap Dispenser Refills: Gojo Dispenser w/ Luxury Foam Handwash (Part# 5161-04), 1.25L refill • Restroom Seat Liners: Half Folded, 5,000/case • Sanitary Disposal Liners: 9-1/4" x 3-1/4" x 9-7/8"

				Respondents shall reference the usage quantities and additional specifications provided in the Response to Question #4 when developing their pricing.
6	Compass Facility Services	Scope of Work (PMT-57), Day Porter Services	Please clarify the expected daily workload and priorities of the day porter beyond the sample schedule, including any peak demand periods or high-traffic areas.	The day porter schedule and duties are detailed in Attachment C (Schedule, Pages 13-14) and Attachment B (Task List, Pages 10-11). Per Attachment C, Section C.1.1.1, the Provider may organize and assign additional related duties/tasks to this position to maximize productivity and maintain service levels provided all required services identified in the solicitation are fully performed. The Day Porter must also be available to handle any special needs that arise during their shift (Section C.1.1.2). Respondents should use their site visit observations to assess high-traffic areas and peak demand periods.
7	Compass Facility Services	Scope of Work (PMT-57), Staffing Requirements	Please confirm the expected total staffing model (number of cleaners, supervisor requirements, and total labor hours) for both day and evening operations.	The solicitation does not prescribe a specific number of cleaning staff. Respondents are responsible for determining the staffing model necessary to fulfill the entire Scope of Work. Respondents are solely responsible for determining the staffing levels, supervision structure, and labor hours necessary to successfully perform all required services in accordance with the solicitation requirements. Key requirements include: • PO SOW Section 5.4.1.1.1: The Provider shall maintain the necessary staff to provide the agreed upon services. • PO SOW Section 5.4.2.3.1: Day porter hours are 8:00 AM to 5:00 PM, Monday through Friday (excluding State Holidays), with one hour for lunch.

				• PO SOW Section 5.4.2.3.2: Evening janitorial staff shall commence no earlier than 7:00 PM, Monday through Friday. • PO SOW Section 5.4.2.3.3: A designated, accountable supervisor must be on-site during all evening, weekend, and holiday operations.
8	Compass Facility Services	Scope of Work (PMT-57), General	Please confirm whether any areas within the building have restricted access or require special scheduling considerations for cleaning.	Certain areas within the facility require scheduling considerations for access. IT rooms (Rooms 130, 157, 158, 159, 163, and 166) are referenced in the Day Porter Schedule (Attachment C). Rooms 130, 159, and 166 are secured at all times and will require advance coordination with the Department's Contract Manager to arrange access for cleaning services. Advance coordination requests shall be made through the Department's Contract Manager in accordance with operational scheduling requirements established after contract award. Rooms 157, 158, and 163 are accessible without restriction. The Regional Director's Office (Room 371) is normally accessible for routine cleaning; however, access may occasionally be delayed or temporarily restricted based on operational needs and occupancy. Respondents should account for these access considerations when developing their staffing and scheduling plan.
9	Compass Facility Services	Scope of Work (PMT-57), Periodic Services	Please provide approximate square footage or quantities for periodic services including floor stripping, carpet extraction, buffing, and window cleaning.	The facility totals approximately 109,000 square feet, with approximately 75,500 square feet identified within the routine janitorial service areas referenced in (PO SOW, Section 1.3). Specific surface-type breakdowns and exact quantities for periodic services are not provided as part of this solicitation. Respondents must use their site visit observations and professional

				judgment to estimate quantities associated with periodic services as described in Attachment B (Task List, Pages 10-11): including bi-annual floor stripping, semi-annual carpet extraction, quarterly interior window cleaning, and monthly floor deep-scrub/wax services. See the response to Question #11 regarding flooring breakdown inquiries and the availability of general floor plans through the Procurement Officer.
10	Compass Facility Services	Scope of Work (PMT-57), General	Please confirm whether the contractor will be provided dedicated janitorial closet/storage space and access to utilities (water and electricity) for equipment and supplies.	Janitorial closet space, designated storage areas, and access to utilities (water and electricity) necessary for performance of the services are available within the facility. These areas and utility access points were made available for observation during the Mandatory On-site Pre-Solicitation Conference walkthrough. Final storage assignments and access procedures will be coordinated with the awarded Provider after contract award and remain subject to the Department's operational needs.
11	Compass Facility Services	Scope of Work (PMT-57), Special Services	Please provide historical frequency of special services such as auditorium setup, special event cleaning, or after-hours support requests.	Per Attachment B (Task List) , auditorium meeting setup and property/grounds litter pick-up are listed under 'As Requested.' On average, auditorium setups occur approximately once every two weeks however, actual frequency may vary based on operational needs, and no minimum or maximum volume is guaranteed. Respondents should use this estimate along with their professional experience to inform their pricing. Auditorium setup layouts will be made available to attendees of the Mandatory On-site Pre-Solicitation Conference upon direct request to the Procurement Officer in accordance with Solicitation Instructions Section 1.4 .
12	Compass Facility Services	Scope of Work (PMT-57),	Please clarify how performance inspections are conducted and whether	Performance inspections are conducted via walk-through with the Department's

		Performance Standards	scoring criteria or historical inspection results are available for review.	representative at least quarterly and may also be conducted at any time at the Department's request (PO SOW, Section 5.4.2.4.1). Inspection criteria are documented in Attachment D - Janitorial Services Inspection Checklist , which evaluates tasks as Satisfactory or Unsatisfactory across daily, weekly, monthly, quarterly, semi-annual, and annual categories. Financial consequences for unsatisfactory performance are outlined in PO SOW Section 6.3 . Historical inspection records are not available as part of this solicitation.
13	Global Technology Contract, Inc.	Appendix III: Cost Proposal, Page 1	I understand the previous contract is different from this solicitation. I'd like to ask what is the current contracted price please.	The current annual contract amount for janitorial services at the Roberts Building is approximately \$75,506.04 (FY 24/25). The incumbent vendor is Mister Gene Clean Janitorial Services, Inc. This information is publicly available through the DMS Vendor Information Portal (VIP) at https://vendor.myfloridamarketplace.com and the Florida Department of Financial Services FLAIR system at https://www.myfloridacfo.com. Respondents are reminded that the Scope of Work under this solicitation differs from the prior contract. All Respondents must develop their pricing independently based solely on the requirements set forth in this solicitation, including the POSOW, Task List (Attachment B), and Schedule (Attachment C). Prior contract pricing should not be used as a substitute for independent cost estimation. IMPORTANT: Per Solicitation Instructions Section 2.2 and §287.057(25), F.S., Respondents and persons acting on their behalf are prohibited from contacting any employee or officer of the executive or legislative branch concerning any aspect of this solicitation between the release of the solicitation and the

				end of the 72-hour period following posting of the Notice of Intended Award. All communications must be directed in writing to the Procurement Officer in accordance with Section 1.4 . Violation of this provision may be grounds for rejection of a Response.
14	Global Technology Contract, Inc.	Attachment A Purchase Order Scope of Work; Appendix III: Cost Proposal, Page 15-16	Are you able to give a monthly usage on consumables please. Toilet Tissue, Seat covers, paper towels, small trash liners, large trash liners, soap refills, sanitary napkin liners	See response to Question #4 regarding estimated historical consumable usage.
15	Global Technology Contract, Inc.	Attachment B Task List, Page 11	On the tasks list it states "Property and Grounds" "Litter pick-up" How far from the building is the day porter to pick up the litter from the grounds.	Grounds litter pick-up shall encompass all areas within the facility's maintained grounds, including all parking lots, driveways, sidewalks, and landscaped areas surrounding the Roberts Building, extending to the outer edge of the property's maintained perimeter. These areas shall be inspected and serviced for litter removal a minimum of twice daily. Per the Day Porter Schedule (Attachment C) , the first grounds pass is at 8:30 AM. Respondents should account for a second daily pass when developing their pricing and staffing model. Additional litter pick-up beyond the scheduled passes may be directed by the Department as needed per Attachment B (Task List) .
16	Global Technology Contract, Inc.	Attachment B Task List, Page 11	Do you have an approximate square footage of carpet, VCT, and ceramic tile flooring in the facility?	See response to Question #1.
17	Global Technology Contract, Inc.	Purchase Order Terms & Conditions, Page 3 & 4	Is a performance bond required for this contract? It states the Department may require the Contractor to furnish, without additional costs to the Department. At any point during the contract will a performance bond be required?	The solicitation does not mandate a performance bond as a condition of award. The Purchase Order Terms and Conditions reference the Department's right to require one; however, it is discretionary and not a current requirement of this solicitation. Accordingly, no performance bond is currently required for bid

				submission or contract award under this solicitation.
18	Global Technology Contract, Inc.	Appendix III: Cost Proposal, Page 15-16	Given current economic conditions and inflationary pressures, will the department evaluate renewal year pricing adjustments to reflect changes in the CPI? If so, please confirm the methodology and frequency of such adjustments.	The solicitation does not include a Consumer Price Index (CPI) adjustment mechanism. Per PO SOW Section 3.2 , renewal of the Contract shall be subject to the same terms and conditions set forth in the original Contract, and a renewal may not include any compensation for costs associated with the renewal. Respondents should price all initial and renewal periods accordingly in their Cost Proposal (Appendix III) .
19	GQS ENT. LLC	General	who's the current incumbent	See response to Question #13.
20	GQS ENT. LLC	General	Can you provide the Total contract award amount?	See response to Question #13.
21	MG Water Works	Purchase Order Scope of Work; Staff Background/Criminal Record Checks; Page 4	Can the business be owned by a convicted felon?	Respondent eligibility requirements are governed by the solicitation documents and applicable Florida law. Per Appendix I: Required Certifications (Section 2.8.1) , the Respondent certifies that it is not listed on the Convicted Vendors List maintained pursuant to §287.133, Florida Statutes. Respondents are responsible for reviewing §287.133, F.S. and all other applicable laws and regulations to determine eligibility. Additionally, per PO SOW Section 5.4.2.2.1 , all staff assigned to this contract must pass a Local Law Enforcement Florida Crime Information Center background/criminal records check.
22	Olive Tree Cleaning Inc.	General	In the documents, I seem to not notice a specified number of required staff (day porters and night staff respectively) stated anywhere. Is there a specific number of cleaning staff that is required, or is it up to the vendor to decide? In the case where there IS a	See response to Question #7.

			requirement for day porters/ night crews, please state the number of employees needed.	
23	Olive Tree Cleaning Inc.	Solicitation Instructions, Section 1.5, Page 2	It is, to my understanding, that the times for day porters is 8am-5pm. However, it is a little ambiguous the requirement for nightly cleaning from 7pm-5am. Similar to question 1 above, is there a staff number requirement at all times, where x number of cleaning staff has to be present for the nightly cleaning, or is it up to the vendor to decide?	See response to Question #7. The staffing level beyond the supervisor requirement is left to the Respondent's professional judgment, provided all tasks in Attachment B and Attachment C are completed satisfactorily.
24	Olive Tree Cleaning Inc.	General	Would it be possible for the department to release or give vendors the bid amount (budget) from the last bidder that acquired the project? I believe it would be a good reference when it comes to the bidding process in general to have something to base our bids off of. IF yes, please kindly specify if the budgeted amount includes cleaning supplies (tissues, napkins, hand soap/ sanitizers, different-sized trash bags, urinal deodorizers etc.)	See response to Question #13.
25	Olive Tree Cleaning Inc.	General	As the only non-Jacksonville-based Floridian Vendor entering the bid, I hope we are given the same equal look and opportunity as those Jax-based vendors. We pride ourselves on providing the best services possible while operating at the highest levels of efficiency. We have been operating with a team of 20 people consisting of day porters, nightly crews, managers, and supervisors who ensure quality services are met from top to bottom. We have been serving large	All responsive and responsible Respondents will be evaluated equally and in accordance with the evaluation criteria and requirements identified in the solicitation. Per Solicitation Section 1.10.1 , the Department intends to award to the responsible and responsive Respondent(s) submitting the lowest responsive bid. Geographic location is not an evaluation criterion. Per Solicitation Section 1.10.3.1 and §287.05701, F.S., the Department is prohibited from giving preference

			commercial banks such as Bank of America extensively. In Jacksonville, we proudly serve two buildings in Gramercy Woods located on Southside Blvd, which total up to a combined 274,447 square ft. Our team may not be the lowest bidder, but we are absolutely the best vendor there is in providing the best quality services. On April 23rd, when I first visited the site, I saw an unbelievable amount of stains on the carpets located on the first floor. If I acquire the contract, the first thing I am going to do with my team is to completely deep clean the carpets. I promise a job well done.	based on social, political, or ideological interests.
26	PlowPath Solutions LLC	General	Is there an exact or approximate flooring type square footage or % of flooring as carpet v. tile?	See response to Question #1.
27	PlowPath Solutions LLC	General	Could you possibly provide a layout of the bathrooms or a total count of urinals, sinks, and stalls with toilets?	See response to Question #3.
28	PlowPath Solutions LLC	General	Do you have a date when you all are able to upload the layout? I believe it was mentioned on the day of the tour.	See response to Question #1.
29	Van Jan	Attachment A: POSOW, Section 7.2.2, Page 5	Is the Department open to an alternate schedule for Friday evening services? Specifically, can Friday night cleaning be performed on Saturday night or Sunday to accommodate religious observances?	Per PO SOW Section 5.4.2.3.2 and 5.4.2.3.5 , evening janitorial staff shall commence cleaning operations no earlier than 7:00 PM on Monday through Friday evenings. The solicitation does not provide for an alternate weekend schedule in lieu of Friday evening services. Respondents must propose staffing and operational plans capable of meeting the schedule requirements identified in the solicitation as written.
30	Van Jan	Attachment A: POSOW, Section 7.2.4, Page 5	The Scope requires an on-site supervisor during evening hours. If an alternate weekend schedule is	Per PO SOW Section 5.4.2.3.3 , there will be a designated, accountable supervisor on-site during evenings, weekends, and holidays. This

			approved, does the supervisor requirement remain the same for those hours?	supervisor requirement applies to all hours of operation. As stated in Response to Question #29, the solicitation does not authorize an alternate weekend schedule in lieu of the required Friday evening services.
31	Van Jan	General	Can the Department provide the current contract award amount or the monthly/yearly pricing currently paid to the incumbent vendor for these services?	See response to Question #13.