



Vance-Granville Community College

Solicitation Addendum

Issuing Agency:	Vance-Granville Community College
Solicitation Number:	129-06172026
Solicitation Description:	Janitorial Services
Solicitation Opening Date and Time:	July 16, 2026 at 2:00 PM ET
Addendum Number:	1
Addendum Date:	June 25, 2026
Agency Contact Person:	Ashley Roberson, Director of Plant Operations

FAILURE TO RETURN THIS ADDENDUM MAY SUBJECT YOUR RESPONSE TO REJECTION

The following are questions received about the Solicitation and the College's responses. Questions addressing similar topics were consolidated for clarity.

Q1: Can the College identify the current or incumbent contractor for janitorial services and the current cost for services provided?

A1: The College doesn't currently have a contractor under contract to perform janitorial services for its Main Campus location, as the College has utilized its own work forces to perform the scope of work under this RFP solicitation up to this point.

Q2: Will the determination of the contractor to be awarded the contract be made by a committee?

A2: Submitted proposals will be evaluated by the Director of Plant Operations and the Vice President of Finance and Operations pursuant to the proposal evaluation process identified in Section 3.3- Proposal Evaluation Process of the RFP solicitation, and award will be made pursuant to the evaluation criteria identified in Section 3.4- Evaluation Criteria of the RFP solicitation.

Q3: Is periodic floor care (strip and wax, scrub and recoat, carpet extraction, burnishing, tile and grout) included in the scope of work under this RFP solicitation, and if so, at what frequencies?

A3: Floor stripping and waxing, scrubbing and recoating, carpet extracting, and burnishing are not included in the scope of work under this RFP solicitation. Carpeted and non-carpeted (VCT/LVT/LVP/Ceramic/Porcelain) floor care tasks and their frequencies included in the scope of work under this RFP solicitation are identified in Section 5.4- Tasks of the RFP solicitation.

Q4: Please clarify whether classrooms, hallways, lobbies, conference rooms, and laboratories in Buildings 2 through 10 are included in the routine cleaning scope of work under this RFP solicitation, and if so, at what frequencies?

A4: Classrooms, laboratories, general hallways, and lobbies in Buildings 2 through 10 are not included in the scope of work under this RFP solicitation. Conference rooms, open spaces, and hallways located within an office suite are included in the scope of work under this RFP solicitation, and are to be cleaned in accordance with Tasks #3, #4, #6, #7, and #11 as identified in Section 5.4- Tasks of the RFP solicitation.

Q5: Is the awarded contractor required to clean desk tops in the computer lab on the third floor of Building1?

A5: Yes, tabletops are to be wiped down daily or as needed.

Q6: Will there be access to janitor closets?

A6: As identified in Section 5.2.2- VGCC Provided Workspace of the RFP solicitation, the College will provide designated custodial closets in each building for use by the awarded contractor. In addition, the College will provide access to external storage (located on the first floor of Building 4) for use by the awarded contractor to store equipment and supplies during the term of the contract.

Q7: What is the cleanable square footage of Building 1 under the scope work to be performed under this solicitation?

A7: Approximately 19,310 square feet.

Q8: What items will be provided by VGCC?

A8: Please refer to Section 5.2.1- Materials, Supplies, Tools and Equipment of the RFP solicitation.

****COMPLETE AND RETURN THE ACKNOWLEDGEMENT OF RECEIPT OF ADDENDUM #1
ON THE LAST PAGE OF THIS ADDENDUM**

VANCE-GRANVILLE COMMUNITY COLLEGE
RFP #129-06172026
JANITORIAL SERVICES

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDUM #1

Check **ONLY ONE** of the following options and return one (1) properly executed copy of this Addendum prior to the Solicitation opening time and date.

- ☐ A response was submitted prior to this Addendum. An updated response has been submitted to address the changes resulting from this Addendum.
- ☐ A response was submitted prior to this Addendum. **NO CHANGES have resulted** from this Addendum.
- ☐ A response was **not** submitted prior to this Addendum. **ANY CHANGES resulting** from this Addendum are included in our response.

ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.

Vendor Name:	
Authorized Signature:	
Name & Title:	
Date:	