



GARLAND INDEPENDENT SCHOOL DISTRICT

PURCHASING DEPARTMENT

*501 S. Jupiter
Garland, Texas 75042*

September 27, 2024

ADDENDUM 1, RFP #186-25 (138579)

Custodial Cleaning Services Curtis Culwell Center

This addendum modifies the original document as listed below and is hereby incorporated to the contract documents. Acknowledge receipt of this addendum by returning the completed and signed form with the solicitation response. Failure to submit the addendum may be used as an evaluated factor.

1. QUESTION:

Please advise how many days per week will the custodial services be needed, hours per day, and whether it will be one Garland ISD location or multiple.

RESPONSE:

These custodial services will be needed five days per week for a day porter, eight hours, other cleaning is event-driven, at one GISD location.

2. QUESTION:

Will there be a walk-thru/conference for this bid?

RESPONSE:

Yes, we can accommodate a walk-thru on Tuesday, October 1, 2024 at 1:00 PM.

3. QUESTION:

1. Is there a current incumbent for this contract?
- 1b. If so, who is the incumbent and what is the award amount?
2. Is there custodial staff already in place?

RESPONSE:

1. No, there is currently no incumbent for this contract.
2. Yes, we currently have CCC custodial staff in place.

4. QUESTION:

1. What is the square footage of the office space?
2. What is the square footage of the space where venues are held?
3. Is there a mandatory site visit? If yes, when is it? If not, would we be able to tour the facility prior to bid closing?
4. Can you disclose who the previous contractor was? Additionally, can you disclose how many employees they had working during Mon-Friday Office cleanings and also during events?

RESPONSE:

1. Please see the attachment, pages 5-7.
2. Please see the attachment, pages 5-7.
3. We can accommodate a walk-thru on Tuesday, October 1, 2024 at 1:00 PM
4. The previous contractor is CCC Housekeeping, with six employees working.

5. QUESTION:

What is the previous contracted awarded amount?

RESPONSE:

The previously contracted awarded amount was for the entire district's needs, but an estimated amount for the CCC is \$163,089.

6. QUESTION:

1. Can you provide a detailed schedule with attendance and dates for events?
2. Is dedicated storage space provided for custodial equipment? What size space is available for storage?

RESPONSE:

1. Yes, please see the attachment for the 2023-2024 fiscal year (pages 8-12).
2. Yes, dedicated storage space is provided for custodial equipment and is approximately 329 square feet.

7. QUESTION:

1. What are the specific areas that need cleaning?
2. Are there any high-traffic areas that require more frequent cleaning?
3. Are there any special requirements for cleaning sensitive areas?
4. What is the frequency of cleaning required for each area?
5. Do you have any preferred cleaning products or chemical restrictions?
6. What are the district's standards for cleanliness?
7. Are there specific sanitation or disinfection protocols for high-touch areas?
8. What are the cleaning hours, and will the cleaners have access to the facilities outside of school hours?
9. Is security clearance required for cleaners to work in the schools?
10. Will there be a dedicated contact person for coordinating cleaning schedules or addressing issues?
11. Will you provide any equipment or consumables (e.g., paper towels, soap), or are we expected to supply everything?
12. Is there secure storage space available for cleaning supplies and equipment on-site?
13. What is the duration of the contract, and is there an opportunity for renewal?
14. Will there be regular inspections or evaluations of our services?
15. What is the payment schedule?

RESPONSE:

1. The areas needing cleaning are all restrooms, public assembly space, offices, entrances, and dock.
2. Yes, there are high-traffic areas that require more frequent cleaning.
3. Yes, there are special requirements for cleaning sensitive areas.
4. The frequency of cleaning each area varies as needed.
5. Yes, there are preferred cleaning products/chemical restrictions.
6. The district's standard for cleanliness is APPA.
7. Yes, there are specific sanitation/disinfection protocols for high-touch areas.
8. Standard daily cleaning Monday-Friday, 6 am-5 pm, and access after-hours as determined.
9. Yes, this RFP is for the Curtis Culwell Center wholly owned by GISD.
10. Yes, the CCC Operations Manager will be the dedicated contact person.
11. Equipment must be supplied by the contractor, the CCC will only supply paper towels for public restrooms.
12. Yes, dedicated storage space is provided for custodial equipment and supplies.
13. This RFP is for a one-year term with four renewals.
14. Yes, there will be regular inspections/evaluations of services.
15. Payment is Net 30 days.

8. QUESTION:

Could you please provide details regarding how often the cleaning is conducted? Additionally, if there are specific requirements or standards you expect from the cleaning services, I would appreciate your guidance on that as well.

What is the previous contracted awarded amount?

RESPONSE:

Standard daily cleaning Monday-Friday, 6 am-5 pm, and access after-hours as determined. We currently don't have a contract as it is being completed by GISD staff.

9. QUESTION:

1. Who is the current vendor?
2. Please confirm term of contract? 5 years or 1 year?
3. Is there a special pricing document that you are needing to be completed?
4. How many days is pricing held firm after bid submission?
5. Is there an event schedule with for normal business hours cleaning?
6. Is there an event schedule with for after business hours cleaning?
7. Surface types. Do you have a list of surface types and SQFT of the surface types in your facility?
Is the facility SQFT reported in RFP 100% cleanable area?
8. Are there any walkthrough/site visit date and time scheduled to tour the facility?
9. Do you require to have coverage on holidays? Do you have a holiday list to provide?
10. Are you seeking Mon-Fri daily service or are there weekends services needed?
11. Do you require external cleaning?
12. Do you require exterior window cleaning?
13. Pressure washing is listed in SOW as needed. Are you able to provide the frequency annually?
14. Who is the point of contact for all billing questions?
15. Is subcontracting allowed?
16. Do you provide access cards or hard keys for access to the facility? Is there any penalty for lost and or missing card and/or keys?

RESPONSE:

1. The current vendor is Garland ISD custodial.
2. The term of the contract is one year with four annual renewals.
3. Pricing is completed through Oracle iSourcing response.
4. Pricing is held firm for one year after the RFP is awarded.
5. Normal business cleaning hours is Monday-Friday, 6 am-5 pm.
6. After business cleaning hours would be done monthly and event driven.
7. Yes, we have a list of surface types and SQFT of the surface types in our facility.
8. Yes, we can accommodate a walk-thru on Tuesday, October 1 at 1:00 PM.
9. Yes, Arena and Conference Center only, no offices. CCC is available 364 days out of the year.
10. Standard daily cleaning Monday-Friday, 6 am-5 pm and access after-hours as determined.
11. No, we do not require external cleaning.
12. Yes, we require window cleaning as needed.
13. Pressure washing will be done four times a year.
14. The CCC Operations Manager will be the point of contact for all billing questions.
15. No, no subcontracting allowed.
16. Yes, we provide access cards, and there is a fee for lost access cards and keys.

10. QUESTION:

1. What is the average hours and staff required for the 188 events?
2. Alternatively what is the total hours worked for the 188 events?
3. Do you anticipate the same hours and events this year?
4. Do you have QA platform system, and is it your preferred platform, or do we need to source a software?

5. What is the current staffing model please include delineation between day porter, cleaners, floor techs, and supervisors?
6. Are consumables included?
7. Is the equipment currently owned by the district, so at the end of the contract, does the district own the equipment, or will it go with the current vendor. To that end, will the district own this equipment at the end of the contract, or will it stay with vendor?
8. Who is current provider?
9. Is the square footage, net or gross?

RESPONSE:

1. The average hours required for the 188 events is eight hours, six staff members.
2. The total hours worked for the 188 events is 9,024.
3. Yes, we anticipate the same hours and events this year.
4. No, we do not have a QA platform system and encourage you to pursue one.
5. The current staffing model is one Supervisor, and five cleaners.
6. No, consumables are not included.
7. The equipment is currently owned by the district.
8. The current provider is GISD custodial.
9. The square footage is gross.

Mayte R Martinez
 Mayte R. Martinez
 Assistant Director of Purchasing

 Company Name

 Address

 City

 State

 Zip

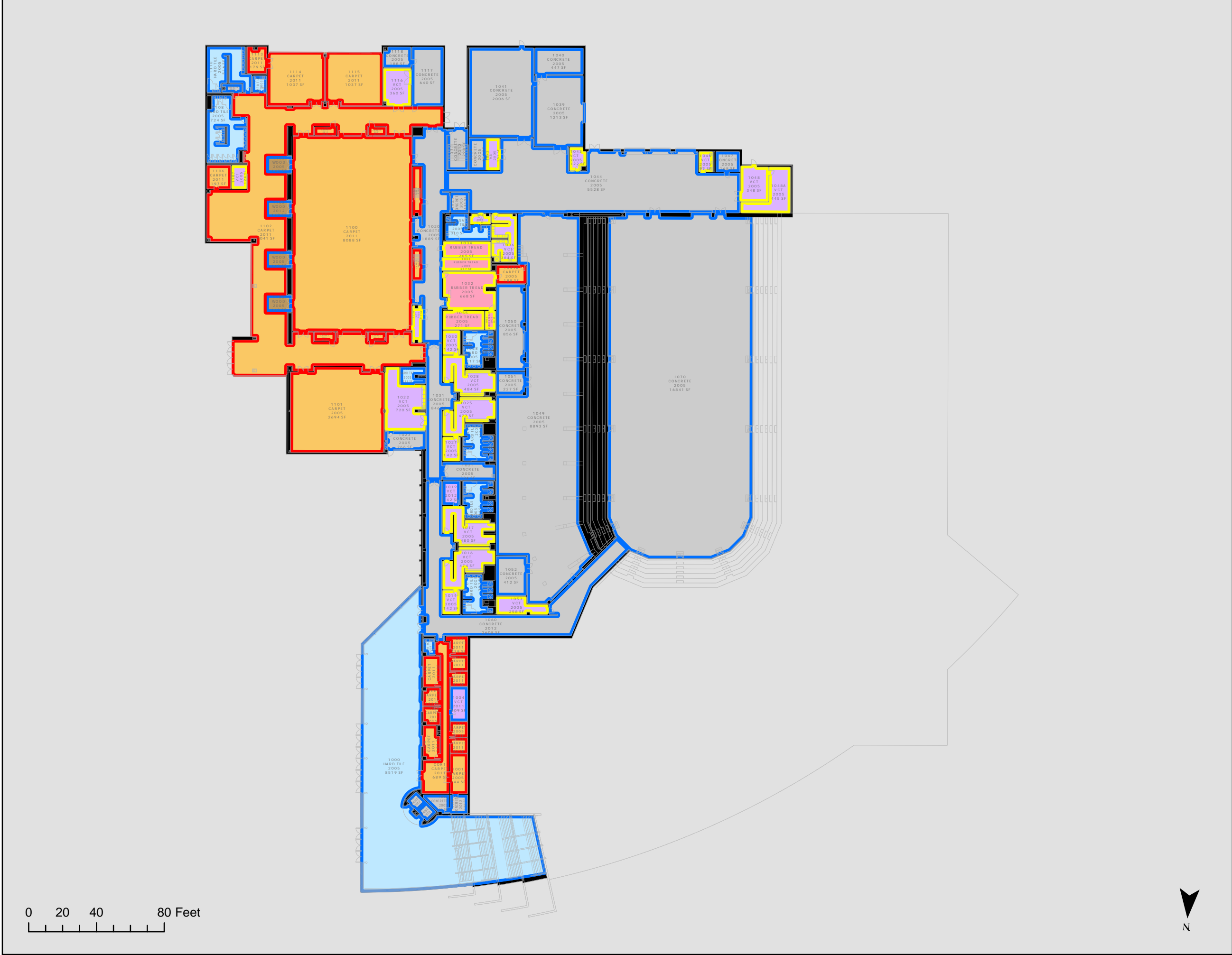
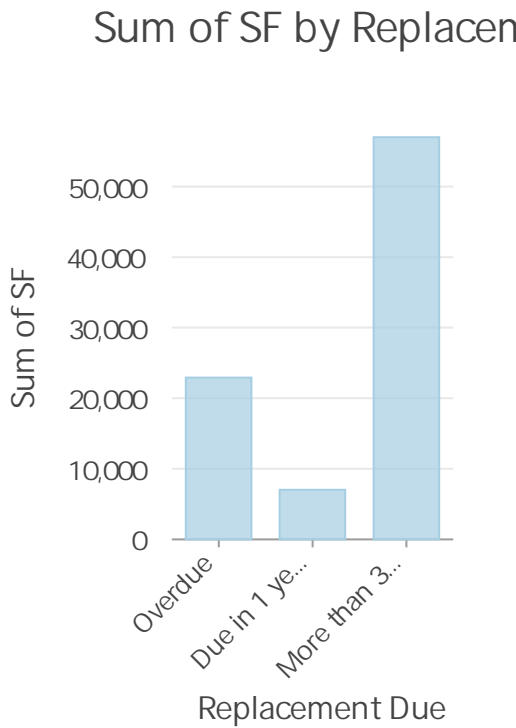
 Signature

 Title

Garland ISD Flooring Map
CCC
925.1 Level 1

- FLOORING
- CARPET (25)
 - VCT (21)
 - HARD TILE (11)
 - CONCRETE (25)
 - WOOD (4)
 - RUBBER TREAD (5)

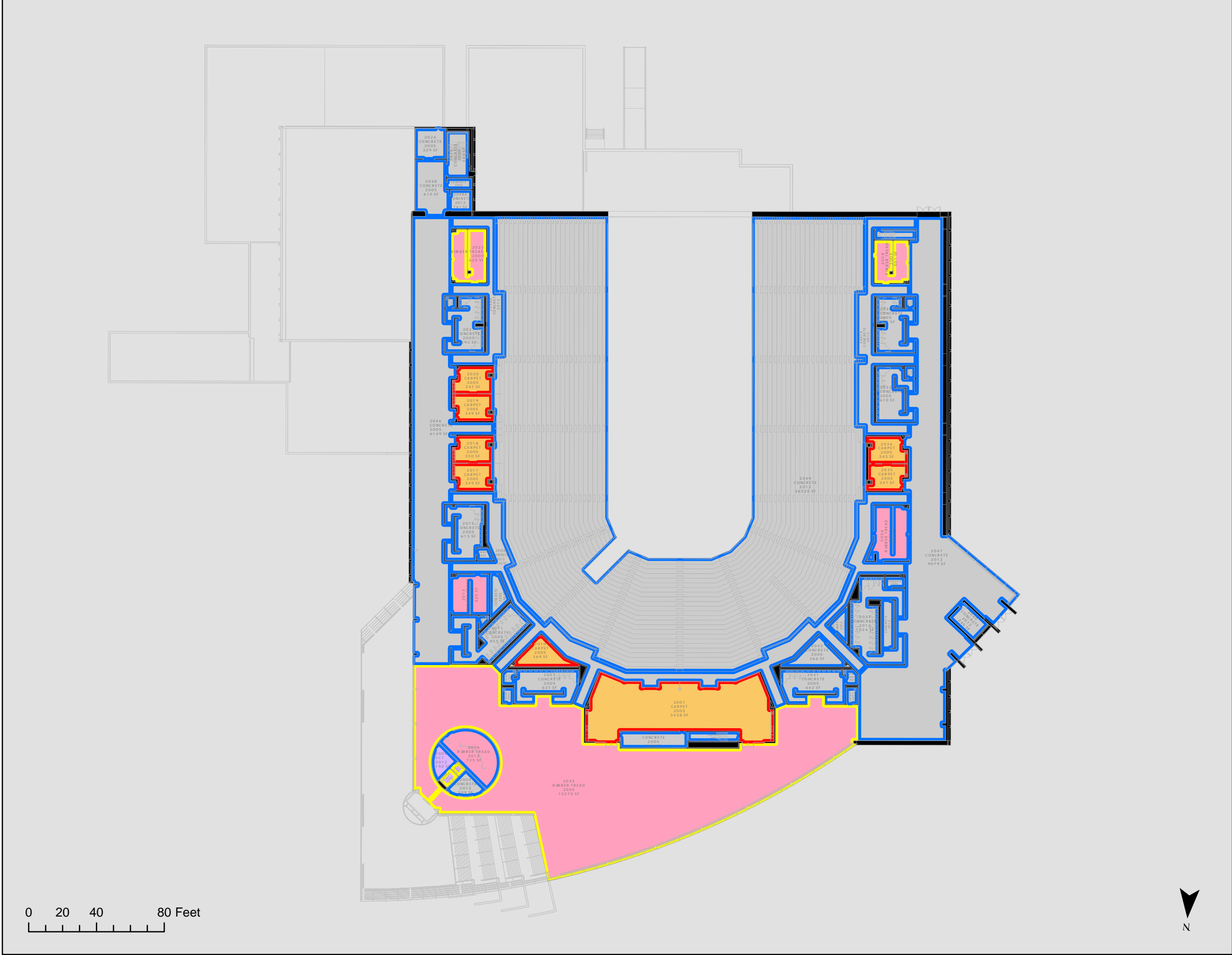
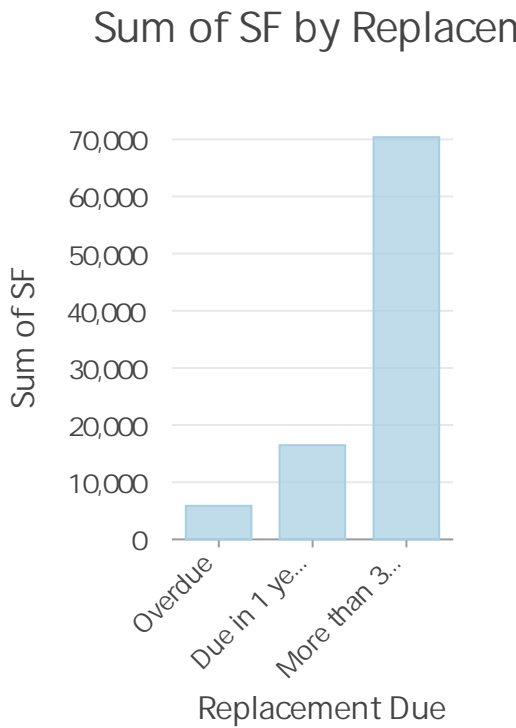
- Replacement
- Overdue (25)
 - Due this year (0)
 - Due in 1 year (24)
 - Due in 2 years (0)
 - Due in 3 years (0)
 - More than 3 years (42)



Garland ISD Flooring Map
CCC
925.1 Level 2

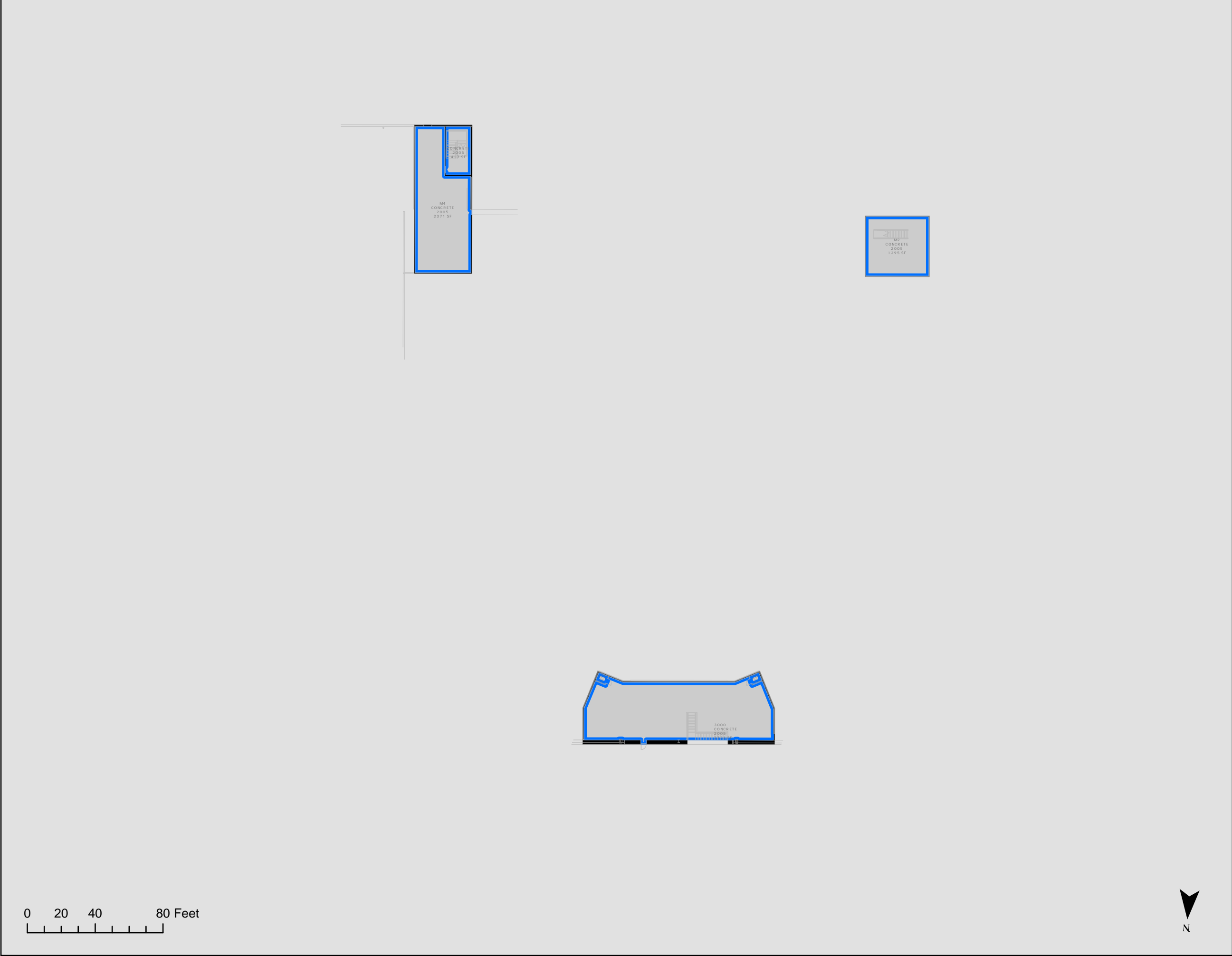
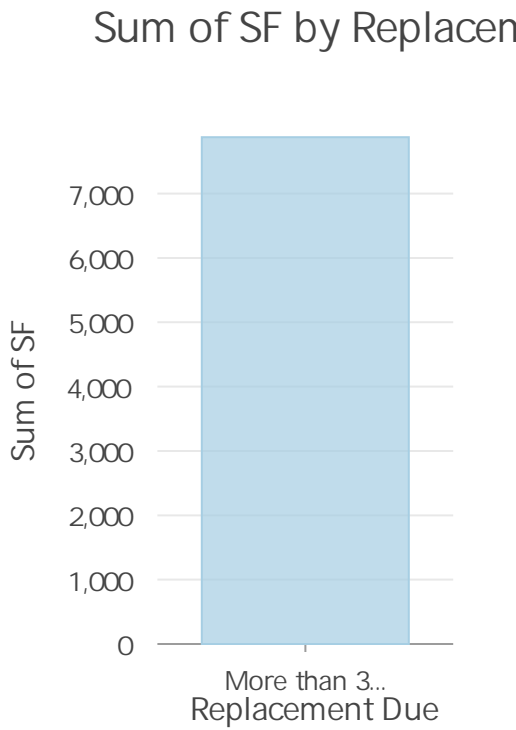
- FLOORING
- CARPET (8)
 - VCT (3)
 - CONCRETE (38)
 - RUBBER TREAD (6)

- Replacement
- Overdue (8)
 - Due this year (0)
 - Due in 1 year (5)
 - Due in 2 years (0)
 - Due in 3 years (0)
 - More than 3 years (42)



Garland ISD Flooring Map
CCC
925.1 Level M

- FLOORING
- CONCRETE (6)
- Replacement
- Overdue (0)
 - Due this year (0)
 - Due in 1 year (0)
 - Due in 2 years (0)
 - Due in 3 years (0)
 - More than 3 years (6)



Fiscal Year 2023 - 24 Events

Start Date	Description	Type	Actual Attendance	Status
Grand Total			286,741	
06/25/24	Region 10 Symposium	Conference (CNF)	687	Complete
06/18/24	District Job Fair	Job Fair (JFR)	479	Complete
06/16/24	Shreya Ghoshal	Concert (CON)	4,411	Complete
06/14/24	Badshah's The Paagal Tour	Concert (CON)	5,554	Complete
06/06/24	LeadCon	Training (TRN)	216	Complete
06/03/24	PBIS Team Training and Development	Training (TRN)	629	Complete
06/02/24	Lancaster ISD Graduation Ceremony	Graduation (GRA)	7,595	Complete
06/01/24	GISD Lakeview Centennial High School Graduation	Graduation (GRA)	4,171	Complete
06/01/24	GISD North Garland High School Graduation	Graduation (GRA)	4,702	Complete
06/01/24	GISD Sachse High School Graduation	Graduation (GRA)	5,837	Complete
05/31/24	GISD South Garland High School Graduation	Graduation (GRA)	3,575	Complete
05/31/24	GISD Garland High School Graduation	Graduation (GRA)	4,298	Complete
05/31/24	GISD Rowlett High School Graduation	Graduation (GRA)	4,993	Complete
05/30/24	GISD Memorial Pathway Academy Graduation	Graduation (GRA)	468	Complete
05/30/24	GISD Naaman Forest High School Graduation	Graduation (GRA)	3,810	Complete
05/29/24	Rockwall Heath High School Graduation	Graduation (GRA)	4,937	Complete
05/29/24	Rockwall High School Graduation	Graduation (GRA)	5,054	Complete
05/26/24	2024 MISD North Mesquite High School Graduation	Graduation (GRA)	5,475	Complete
05/26/24	2024 MISD John Horn High School Graduation	Graduation (GRA)	6,715	Complete
05/25/24	2024 MISD Vanguard High School Graduation	Graduation (GRA)	4,311	Complete
05/25/24	2024 MISD Poteet High School Graduation	Graduation (GRA)	4,586	Complete
05/25/24	2024 MISD Mesquite High School Graduation	Graduation (GRA)	5,633	Complete
05/25/24	2024 MISD West Mesquite High School Graduation	Graduation (GRA)	5,990	Complete
05/24/24	Community High School Graduation	Graduation (GRA)	2,898	Complete
05/24/24	Royse City 2024 Graduation Ceremony	Graduation (GRA)	5,949	Complete
05/23/24	Evolution Academy Graduation-2024	Graduation (GRA)	617	Complete

Start Date	Description	Type	Actual Attendance	Status
05/23/24	MISD 2024 Graduation Practice	Practice (PRA)	3,028	Complete
05/22/24	Cisneros Pre-K Graduation 2024	Graduation (GRA)	1,234	Complete
05/22/24	Crandall High School Graduation 2024	Graduation (GRA)	5,420	Complete
05/21/24	Lancaster ISD Graduation Rehearsal	Graduation (GRA)	521	Complete
05/21/24	Mabank ISD Graduation 2024	Graduation (GRA)	3,320	Complete
05/20/24	Crandall High School Graduation Practice 2024	Graduation (GRA)	426	Complete
05/19/24	Bishop Lynch High School Graduation	Graduation (GRA)	3,074	Complete
05/17/24	Kaufman Graduation 2024	Graduation (GRA)	4,958	Complete
05/16/24	GISD Retirement Banquet	Banquet (BQT)	180	Complete
05/15/24	GISD CoolClix Luncheon	Luncheon (LUN)	100	Complete
05/14/24	LeadCon	Training (TRN)	139	Complete
05/11/24	Dallas College Graduation Ceremony #4	Graduation (GRA)	5,123	Complete
05/11/24	Dallas College Graduation Ceremony #6	Graduation (GRA)	5,726	Complete
05/11/24	Dallas College Graduation Ceremony #5	Graduation (GRA)	6,311	Complete
05/10/24	Dallas College Graduation Ceremony #2	Graduation (GRA)	5,211	Complete
05/10/24	Dallas College Graduation Ceremony #3	Graduation (GRA)	5,822	Complete
05/09/24	Dallas College Graduation Ceremony #1	Graduation (GRA)	5,798	Complete
05/08/24	Council of PTAs Spring Awards 2024	Luncheon (LUN)	316	Complete
05/07/24	Para of the Year Luncheon	Luncheon (LUN)	0	Complete
05/02/24	Teacher of the Year Luncheon	Luncheon (LUN)	268	Complete
05/01/24	Trusted World Awards Breakfast	Banquet (BQT)	262	Complete
04/26/24	Walmart Regional Truck Driving Championship Pre-Event Di	Banquet (BQT)	65	Complete
04/25/24	Senior Summit	Banquet (BQT)	253	Complete
04/25/24	AF JROTC Annual Awards Ceremony	Banquet (BQT)	260	Complete
04/24/24	Signing Day Ceremony	Other (ZZZ)	1,377	Complete
04/20/24	GAABSE Scholarship Gala	Banquet (BQT)	136	Complete
04/20/24	GISD Job Fair	Job Fair (JFR)	318	Complete
04/15/24	Garland Children's Chorus	Concert (CON)	526	Complete
04/13/24	Spring Love 2024	Concert (CON)	2,456	Complete

Start Date	Description	Type	Actual Attendance	Status
04/09/24	Jostens Yearbook Event	Other (ZZZ)	169	Complete
03/28/24	Allied Job Fair	Job Fair (JFR)	23	Complete
03/26/24	Rowlett Elementary Schools Music Festival	Concert (CON)	307	Complete
03/25/24	Joe Garcia Awards	Other (ZZZ)	1,058	Complete
03/23/24	Varsity Spirit Cheer ASC King of the Jungle Showdown	Cheer (CHR)	2,266	Complete
03/21/24	Superintendent's Change Agent Meeting	Meeting (MTG)	48	Complete
03/18/24	Goldie Locke Excel Awards - Elementary and Middle School	Other (ZZZ)	723	Complete
03/09/24	American Spirit Championships North Texas Express National	Cheer (CHR)	1,186	Complete
03/07/24	Team GISD	Meeting (MTG)	236	Complete
03/06/24	LeadCon	Training (TRN)	175	Complete
03/01/24	Student Success Professional Development	Meeting (MTG)	532	Complete
03/01/24	UIL Boys 5A Regional Basketball Tournament	Sporting Event (SPT)	3,873	Complete
02/27/24	Boys Regional Basketball Playoffs Plano East v. Allen	Sporting Event (SPT)	4,139	Complete
02/23/24	Team Training	Training (TRN)	5	Complete
02/23/24	UIL Girls 5A Regional Basketball Tournament	Sporting Event (SPT)	1,395	Complete
02/19/24	Secondary Administrator Professional Development	Training (TRN)	111	Complete
02/17/24	United Cheer Spotlight National Championship 2024	Cheer (CHR)	5,083	Complete
02/15/24	LeadCon	Training (TRN)	213	Complete
02/06/24	Counselor Appreciation Meeting	Training (TRN)	176	Complete
01/27/24	United Cheer Garland Championship 2024	Cheer (CHR)	3,119	Complete
01/25/24	Lakeview High School Football Banquet	Banquet (BQT)	238	Complete
01/18/24	District Spelling Bee 2024 English and Spanish	Competition (COM)	303	Complete
01/17/24	Counselor's Course Review Meeting	Training (TRN)	159	Complete
01/13/24	J13 Founders' Day - Day Party	Other (ZZZ)	244	Complete
01/11/24	LeadCon	Training (TRN)	195	Complete
01/05/24	EDL & Special Education Meeting	Meeting (MTG)	218	Complete
12/16/23	All Elite Wrestling (AEW) Collision	Sporting Event (SPT)	2,700	Complete
12/15/23	Ring of Honor Final Battle	Sporting Event (SPT)	1,439	Complete
12/13/23	Team GISD	Meeting (MTG)	306	Complete

Start Date	Description	Type	Actual Attendanc	Status
12/12/23	Technology Winter Meeting & Luncheon	Luncheon (LUN)	147	Complete
12/07/23	Air Force Junior ROTC Military Ball	Banquet (BQT)	160	Complete
12/06/23	LeadCon	Training (TRN)	170	Complete
12/06/23	Exchange Children's Christmas Party	Perfomance (PER)	467	Complete
12/05/23	Garland Children's Chorus	Concert (CON)	532	Complete
12/05/23	Garland Symphony Orchestra	Concert (CON)	2,232	Complete
11/29/23	Fall StringFest	Perfomance (PER)	1,976	Complete
11/15/23	2023 UIL Volleyball State Championships	Sporting Event (SPT)	13,880	Complete
11/11/23	Bravo Cheer Presents: NTGU Fall D2 and D1 Glow Crazy!	Cheer (CHR)	6,924	Complete
11/10/23	New Japan Pro-Wrestling: Lonestar Shootout	Sporting Event (SPT)	790	Complete
11/04/23	Holiday Jumpoff	Concert (CON)	6,427	Complete
11/01/23	8th Grade HS Career Fair and Family Explore Event	Other (ZZZ)	5,506	Complete
10/31/23	Campus Testing Coordinator Training Event	Training (TRN)	143	Complete
10/28/23	Atif Aslam Live	Concert (CON)	4,610	Complete
10/26/23	Mindset Summit	Conference (CNF)	195	Complete
10/19/23	Hope Squad Student Conference	Conference (CNF)	1,535	Complete
10/14/23	Eslabón Armado	Concert (CON)	1,888	Complete
10/13/23	Peppa Pig's Sing-Along Party!	Perfomance (PER)	499	Complete
10/05/23	LeadCon	Training (TRN)	137	Complete
10/04/23	Jostens Event	Other (ZZZ)	223	Complete
10/03/23	SPED Meeting	Luncheon (LUN)	96	Complete
09/23/23	Southern Soul Superbowl	Concert (CON)	3,478	Complete
09/22/23	Sid Sriram Concert	Concert (CON)	3,038	Complete
09/21/23	FIRST GESSA General Meeting	Meeting (MTG)	133	Complete
09/19/23	Allied Job Fair	Job Fair (JFR)	28	Complete
09/15/23	Carden Circus 2023	Circus (CIR)	5,852	Complete
09/13/23	GISD College Night 2023	Exhibit (EXH)	2,371	Complete
09/11/23	Dallas Meal Pack for 9/11 Day	Other (ZZZ)	786	Complete
09/07/23	Team GISD	Meeting (MTG)	264	Complete

Start Date	Description	Type	Actual Attendance	Status
09/06/23	LeadCon	Training (TRN)	142	Complete
08/30/23	GISD Future Teacher Internship Conference	Conference (CNF)	275	Complete
08/28/23	Allied Job Fair	Job Fair (JFR)	21	Complete
08/24/23	LeadCon	Training (TRN)	175	Complete
08/23/23	Bond Steering Committee Celebration	Meeting (MTG)	120	Complete
08/22/23	Allied Job Fair	Job Fair (JFR)	0	Complete
08/18/23	Sonu Nigam Live in Concert	Concert (CON)	5,812	Complete
08/17/23	Sherwin-Williams Dinner	Banquet (BQT)	246	Complete
08/15/23	Allied Job Fair	Job Fair (JFR)	48	Complete
08/14/23	GISD Summer Graduation 2023	Graduation (GRA)	520	Complete
08/08/23	Allied Job Fair	Job Fair (JFR)	27	Complete
08/03/23	GISD Convocation 2023	Other (ZZZ)	6,359	Complete
08/02/23	Health Services Staff Development	Training (TRN)	124	Complete
08/02/23	SNS All Staff Opening Meeting	Training (TRN)	684	Complete
08/01/23	Transportation In-Service	Meeting (MTG)	448	Complete
07/31/23	SNS Manager Meeting	Training (TRN)	104	Complete
07/27/23	Allied Job Fair	Job Fair (JFR)	34	Complete
07/27/23	GISD LeadCon	Training (TRN)	364	Complete
07/25/23	New Teacher Seminar	Meeting (MTG)	333	Complete
07/24/23	New Employee Orientation	Banquet (BQT)	1,167	Complete
07/15/23	Raaja Live in Dallas	Concert (CON)	3,948	Complete
07/08/23	Kapil Sharma Live	Performance (PER)	4,446	Complete