

*Purchasing Department*  
*Bobbie Wilkerson, CPPO, CPPB, Supervisor of Purchasing*  
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**ADDENDUM # 2**

**RFI 19-BTW-002 Outsourcing Custodial Services**

**TO: ALL BIDDERS**  
**FROM: Bobbie Wilkerson, CPPO, CPPB, Supervisor of Purchasing**  
**DATE: March 14, 2019**

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The purpose of this addendum is to provide clarification to all prospective bidders.

1. The prices should be per SF, facility or Year?

Answer: The pricing can be itemized by SF and facility with a total annual cost HCPS should expect to pay for services.

2. For the yearly price do we have to use the same number of personnel that you gave us or those number can be changed depending on our consideration?

Answer: Number of staffing as proposed by the vendor.

3. The price for carpet cleaning and stripping and waxing will be per SF? is this price extra from the yearly price or it is included?

Answer: The estimated cost for these services should be included.

4. The rate for emergency cleaning is per hour?

Answer: Yes, per hour.

5. The price per mower will be per acre or per event?

Answer: Cost can be itemized with a total annual cost HCPS should expect for the entire cutting season. Mowing is generally planned on a weekly seven (7) day cycle. The mowing season is generally a thirty (30) week duration starting mid-April and ending mid-October.

6. Price for snow removal will be per hour?

Answer: Pricing shall be submitted, per hour.

7. Can you please provide the number of students in order to calculate the materials?

Answer: See attached—Exhibit A.

8. The hourly rate that we should pay can be determined by MD and federal laws or it should be according the salary table that you provided to us?

Answer: Vendor shall determine the hourly rate for its employees in accordance with all state and federal wage laws.

9. Are you planning to give us a price sheet? or we should do the prices by our own format?

Answer: Pricing shall be submitted using the proposers' own format.

I hereby acknowledge receipt of Addendum #1 dated March 14, 2019 **Outsourcing Custodial Services.**

\_\_\_\_\_  
Company

\_\_\_\_\_  
Name (Print or Type)

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

**Note: Proposers shall sign and submit Addendum with proposal submission. The same person signing Addendum shall sign the Bid Form. Failure to submit the Addendum may deem your proposal as non-responsive.**