



**Housing Authority of Fulton County, Georgia (HAFC)  
Request for Proposal for Janitor Services  
RFQ2018-006**

**Addendum 1**

This Addendum forms a part of the contract documents and modifies the original Request for Proposal #RFQ2018-006 ("RFQ") documents as noted below:

**QUESTION:** Is there a bid form that I'm missing?

**ANSWER:** No

**QUESTION:** Can we get a copy of past awarded contract?

**ANSWER:** Due to the competitive nature of this RFQ, we are unable to provide the past awarded contract.

**QUESTION:** Can you disclose who the current contractor is and price being paid?

**ANSWER:** Due to the competitive nature of this RFQ, we are unable to provide that information.

**QUESTION:** Is the awarded company expected to complete the cleaning between 4pm to 6pm Monday, Thursday, and between 6am- 12 noon and/or 4pm- 6pm on Friday? In addition, "Service Hours" state, "service shall be made available to the HAFC 4 days per week." However, the "Scope of Services" mentions services being performed on Monday, Thursday, and Friday, 3 days a week. Will you please provide clarification on the "Scope of Service" service hours versus what is listed in the "Service Hours" section? What hours should services be performed? How many days a week will services be expected to be performed?

**ANSWER:** Currently we are having the office cleaned on Monday and Thursday, then only trash removal on Friday.

**QUESTION:** What are the limits for the Worker's Comp?

**ANSWER:** The law requires any business with three or more workers, including regular part-time workers, to have workers' compensation insurance. All vendors must have statutory Worker's Compensation insurance covering all employees and subcontractors

**QUESTION:** What is the square footage of the property where service is being performed?

**ANSWER:** The property is a single story office building, constructed in the mid-1960s (renovated in 2001; updated in 2008), totaling approximately 15,000 square feet

**QUESTION:** Do you have the square footage of the facilities to be serviced?

**ANSWER:** The property is a single story office building, constructed in the mid-1960s (renovated in 2001; updated in 2008), totaling approximately 15,000 square feet

**QUESTION:** Will there be an opportunity for a building walk through?

**ANSWER:** No

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**QUESTION:** Should the quote for the carpet cleaning and waxing of all floors to be included in RFQ2018-006? To clarify, the RFQ reads, "On an as needed basis, include a separate price for carpet cleaning and waxing of all floors."

**ANSWER:** Yes

**QUESTION:** What is the bodily injury insurance requirement?

**ANSWER:** The contractor shall provide, at its own cost and expense, a Certificate of Insurance evidencing Comprehensive General Liability insurance coverage against bodily injury, property damage and personal injury liability with limits of not less than One Million Dollars (\$1,000,000) per occurrence

**QUESTION:** Who will be responsible for providing consumable products such as paper towels/tissue and soap?

**ANSWER:** The vendor will provide these items.

**Except as provided herein, all terms and conditions in the RFQ referenced above remain unchanged and in full force and effect.**

September 14, 2018

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