

OHIO TURNPIKE COMMISSION

682 Prospect Street

Berea, Ohio 44017

AGREEMENT TRM-9E

AGREEMENT TRM-9C

REQUEST FOR PROPOSALS FOR

JANITORIAL SERVICES

AT THE BLUE HERON AND WYANDOT SERVICE PLAZAS AND

AT THE PORTAGE AND BRADY'S LEAP SERVICE PLAZAS

ISSUE DATE:

January 27, 2011

INQUIRY END DATE:

5:00 p.m. (E.S.T.), February 11, 2011

OPENING DATE:

2:00 p.m. (E.S.T.), February 17, 2011

ATTENTION OF RESPONDING CONTRACTORS IS DIRECTED TO:

**ANSWERS TO QUESTIONS RECEIVED THROUGH THE END OF THE INQUIRY
PERIOD, 5:00 P.M. (E.S.T.), FEBRUARY 11, 2011**

**ANSWERS TO QUESTIONS RECEIVED THROUGH THE END OF THE INQUIRY
PERIOD, 5:00 P.M. (E.S.T.), FEBRUARY 11, 2011:**

Q#5 I read, contractors must machine clean parking lots. How often is that currently done? and is it power washed or machine clean currently?

A#5 The Contractor will be required to clean the lots and around all the curbs. It is the Commission's non-expert opinion that this can best be accomplished by using powered equipment such as a leaf blower, a powered sweeper or other equipment. The main thing is that the lots and curbs are cleaned.

Q#6 Is the current bid package reflect the past bid or has there been changes from last package to current?

A#6 Generally, the current RFP reflects the existing janitorial services provided at both sets of Service Plazas, with minor changes, most notably, the recycling program set forth in the RFP.

Q#7 Who is the current contract holder?

A#7 See response to Q#1 as answered in the first Q&A document issued.

Q#8 Does the current contract holder have satisfactory performance?

A#8 ADW's Performance has been satisfactory at both locations.

Q#9 Is the current contract holder able to bid on this opportunity?

A#9 Yes, the current contractor is eligible to bid.

Q#10 All RFP's must be reviewed by our legal department. With that said, our legal resides in Florida and I usually am able to attain an electronic copy of the RFP to send for review. Does this RFP exist in a file that can be electronically transmitted to me?

A#10 An electronic version of the RFP can be made available in .pdf format upon request to Mr. Golick.

Q#11 Looking into this bid more something had to change. With the numbers and the hours per plaza. unless the numbers are per center. Cause your estimating 1920 hours per month per

center. At minimum wage I'm getting \$14208.00 per center That's \$28400 per site? And you're paying \$21458? Are we missing something or misunderstanding the numbers you gave me?

A#11 Price Proposals should be based on the Responding Contractor's estimation of costs and required profit margins. The question above incorrectly implies that the Commission is paying \$21,458 per Service Plaza set, when that figure applies to one (1) individual Service Plaza (with two (2) Service Plazas comprising a set).

Based on the minimum staffing levels outlined in the RFP, to follow is a calculation of the minimum number of labor hours required under the Contract, per Service Plaza. This labor calculation does not include supervisory wages, salaries, or benefits, if any.

**Peak Staffing: (3, 3 & 2) x 8 hours = 64 labor hours per day.
92 days
5,888 Labor hours**

**Off Peak Staffing: (3, 2, & 2) x 8 hours = 56 labor hours per day
273 days
15,288 Labor Hours**

15,288 + 5,888 = 21,176 total minimum annual Labor Hours per Service Plaza. If you multiply this figure by your company's hourly wage rate for janitorial labor, you should be able to calculate base labor cost before adding in supervisory salaries, benefits, etc.

Q#12 What do you mean as far as "Machine Clean" parking lot/curbs??

A#12 See the response to Q#5.

Q#13 No interior cleaning of high windows required?

A#13 Review Page 13 which requires cleaning of ALL interior and exterior glass windows and doors.

Q#14 Do you honor prompt payment discount??

A#14 Due to the amount of time needed for verification, review, approval and payment of invoices for services, the Commission believes that it is unlikely to be able to take significant advantage of a prompt payment discount. Therefore, such an offer will not be given consideration in the evaluation of Price Proposals.

Q#15 I have reviewed the information provided in Exhibit B of the RFP for Wyandot-Blue Heron-Portage and Brady's Leap Rest Areas and have not been able to determine the number of visitors to each site per month or year. This is helpful when determining the paper and plastic consumption. Do you have this information.

A#15 *There are no visitor counts available.*

Q#16 Have the minimum/maximum staffing requirements shown on page 6 and 7 changed from the previous contract, and if so, what were the changes?

A#16 *No.*

Q#17 Are we to assume that the monthly price of \$21,458 indicated for Blue Heron/Wyandot is per plaza or for the combination of the two?

A#17 *The pricing is per Plaza, per month. This number should be multiplied by two (2) to obtain the total monthly fee for a set of Service Plazas.*

Q#18 Do you know who the current vendors or vendor is for all the expendable supplies?

A#18 *No. The Commission exerts no control over the material supplier(s) other than to note to the Janitorial Service Contractor if materials are not of the quality expected; i.e., soap, paper towels or toilet tissue.*

Q#19 Please clarify what the commission is looking for when it states machine clean all parking lots and curbs.

A#19 *See the response to Q#5.*

Q#20 Does a vendor that has been part of a Drug Free Program with the Bureau of Workers Compensation and continues to tests employees upon hire and random tests employees comply with Page 57 of the Agreement. Proof of this can be provided.

A#20 *This should be adequate, however, the Commission reserves the right to review the documentation provided prior to offering any opinion concerning compliance by a Responding Contractor.*

Q#21 Has the Turnpike been responsible for the dumpsters?

A#21 *No.*

Q#22 In the proposal it looks like the successful Janitorial Service Company is going to be responsible for the dumpsters?

A#22 Please refer to pages 18 and 19 of the RFP.

Q#23 Could you give us the Plaza number for Blue Heron, Portage, Wyandot and Brady's Leap, we would greatly appreciate it.

A#23 Blue Heron and Wyandot are known as SP-3. Portage and Brady's Leap are known as SP-7.

Q#24 The dumpster companies out at the Plaza's refer to the Service plazas by a number, that is what we are trying to find out. Please advise.

A#24 The Commission is not aware of any numbering system utilized by dumpster firms. This is between those firms and the current janitorial service provider.

Q#25 The minimum staffing levels listed for "in season" and for "off season" require 24 hours a day 7 days a week of service correct? Basically, the same amount of hours required on first shift for Monday would be the same amount of hours required on first shift for Saturday?

A#25 Please review "Staffing Levels," under PART 2, Section C of the RFP at pages 5-7. The staffing levels outlined are required twenty-four (24) hours per day, 365 days per year, and the only differentiation is between the peak season and the off-peak season. There is no distinction in staffing levels between a weekday or a weekend day.

Q#26 Is it possible to get the monthly average consumable usage per each plaza? i.e. Paper towels, toilet paper, trash liners, hand soap, etc. Obviously there would be some variance in the usage during "in season" compared to "off season" and knowing that and also knowing the actual usage would help determine our cost.

A#26 The Commission does not track contractor supply usage. Exhibit B to the RFP is provided to give Responding Contractors the amount of sales volume at the Service Plazas. While not precise, this information should help in determining volume of supplies that will be required.

Q#27 What is the square footage size of each location? How many restrooms at each location are we responsible for? How many fixtures on average are in each restroom? Fixture being sink, urinal, showers and commodes?

A#27 *This information is provided in the RFP, Exhibit A, Areas of Responsibility. Be advised, the figures below are for the building interiors only, and do not include the grounds, walks or parking areas that also fall under the Selected Contractor's areas of responsibility.*

SP-3 Total Interior 1st Floor 23,000
Less vendor space (4,282)
Less mechanical space (1,888)

1st Floor area of responsibility 16,830 sq. ft. per Plaza

SP-3 Basement 12,000
Less vendor and mechanical (9,625)

Basement area of responsibility 2,375 sq. ft. per Plaza

SP-7 Total Interior 1st Floor 30,900
Less vendor space (6,948)
Less mechanical & fuel space (4879)

1st Floor area of responsibility 19,073 sq. ft. per Plaza

SP-7 Basement 14,500
Less vendor, mechanical & fuel (11,880)

Basement area of responsibility 2,620 sq. ft. per Plaza

Restroom Fixtures per Plaza

<i>SP-7:</i>	<i>Mens Restroom</i>	<i>Womens Restroom</i>	<i>Family Restroom</i>	<i>Truckers Showers</i>	<i>Mens Emp. Restroom</i>	<i>Womens Emp. Restroom</i>
<i>Sinks</i>	<i>14</i>	<i>14</i>	<i>1</i>	<i>4</i>	<i>1</i>	<i>1</i>
<i>Commodes</i>	<i>8</i>	<i>22</i>	<i>1</i>	<i>4</i>	<i>1</i>	<i>2</i>
<i>Urinals</i>	<i>14</i>	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	<i>1</i>	<i>N/A</i>

<i>SP-3:</i>	<i>Mens Restroom</i>	<i>Womens Restroom</i>	<i>Family Restroom</i>	<i>Truckers Showers</i>	<i>Mens Emp. Restroom</i>	<i>Womens Emp. Restroom</i>
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<i>Urinals</i>	<i>14</i>	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>	<i>1</i>	<i>N/A</i>

Q#28 In regards to the Rubbish and Garbage Removal, the removal of these items and the dumpsters that are provided is subbed out. Can we get the current company information that handles the pick up and also provides the dumpsters?

A#28 *The current company that handles the dumpster pick up is Allied Waste service for both SP-3 and SP-7 and .*

Q#29 How many dumpsters are there currently at each site, how large are they, and how often are they being picked up?

A#29 *SP-7: Dumpsters: four (4) each
Size: eight (8) cu. yards.
Pick-up: two (2) times per week*

*SP-3: Dumpsters: five (5) each
Size: eight (8) yards
Pick-up: two (2) times per week*

The size of the dumpsters and frequency of pickup may be adjusted by the Selected Operator, as necessary.

The renovation of the Service Plazas along the Ohio Turnpike will have an effect on traffic flow and may affect the use of the Service Plaza facilities. The Selected Contractor shall make no claim against the Commission for loss of revenue or increasing costs of labor, equipment, materials and supplies.

Q#30 How many floor mats are used at each location and how often are they changed out?

A#30 *At both SP-3 & SP-7, during the wintery months, generally the season with increased rain and/or snow and ice, minimally there are either ten (10), three (3) foot by eight (8) foot floor mats or twenty (20), three (3) foot by five (5) foot floor mats in place at each Service Plaza. The floor mats are required to be changed out as necessary due to soiling and moisture, sometimes several times a day. The Contractor must have enough of a supply on hand to have replacement mats available when existing floor mats are being cleaned and dried. Floor mats are replaced due to wear and tear, typically two (2) to three (3) times per year. Any mat that is a trip hazard must immediately be removed from service. The number and size of mats may be reduced during the warmer, dryer seasons, as pre-approved by Commission staff with minimally, one (1), three (3) by five (5) foot walk-off mat at each entrance (five (5) total).*