

## Questions and Answers to Janitorial RFP

1. Are bidders really expected to provide printing paper (office paper) for the offices? If yes, can MHA provide the average consumption per office for each product? If not, will MHA accept proposal for these products to be provided on a cost plus basis (i.e. cost paid for acquisition plus a handling fee) ? **Office paper is not part of the RFP. Therefore, addition cost estimates are not required for this service.**
2. Are bidders required to provide bathroom paper products, Soaps, Sanitizers, or Lotions? **The supplies that we supply for the Janitorial Services Company, for use at all locations, are as follows: Folded Paper Towels, Toilet paper, hand lotion for dispensers, Toilet seat Covers and Plastic garbage Bags.**
3. On the scope of work for cleaning of offices, does the word "buffed", when referring to the floors, means machine buff the floors, or any other buff method is acceptable? **Machine buffing and Stripping are required for this RFP.**
4. On "ATTACHMENT A" form, item (9), and item (10), second line, there are references to "Tab #5". Please explain what is "Tab #5", as it was not possible to locate such form/document on the RFP. **This was an instruction asking that responders fill in the answers to questions 9 and 10 (on the RFP paperwork) within the boxed areas below each question.**
5. "ATTACHMENT B" requires bidders to provide their costs per location. Is the cost to be expressed in terms of total cost per month, year, or contract total? **A yearly total, per location, is requested.**
6. The RFP explains that bidders are not obligated to use the specific cleaning products listed on the document, but all products must comply with the green definitions presented on the document. Is a bidder expected to present satisfaction to such compliance when using a product not listed? If yes, how? Is manufacturer definition of such products' compliance enough? **There are specific "green" guidelines for all products to be used. If alternative Products are allowed to be used, they will have to satisfactorily meet these minimum green product guidelines.**