



11/13/23

Response to RFP Questions

1. Section 5 Reference:

RFP Section 5 refers to 8 items or subsections, but in sections 1 through 7, there is no mention of a Section 8. Could you please provide clarification on the content of Section 8?

Answer: Please respond to the 7 sections listed.

2. Measurement Discrepancy:

The measurements of locations differ between the chart, Attachment B, and the description in the RFP. Could you kindly clarify the correct measurement of the locations in square footage (sq. ft.)?

Answer: Please utilize the chart for reference that was independently uploaded to the website.

3. Corporate and Administrative Locations:

Are the Corporate and Administrative locations the same, or are they separate entities? How many corporate locations are there, considering that they both require cleaning 2 nights per week?

Answer: Same. There is one administrative/corporate location.

4. Ecological Cleaning Products:

We provide ecological cleaning products. Do you have any specific additional products or requirements for sanitization or cleaning that you would like us to consider?

Answer: None, please make your recommendations.

5. Vacuum Provision:

Do you already have vacuum cleaners in any of the locations, or should we provide and assign one to each location as part of our services?

Answer: Our facilities provide vacuums at each site.

6. Proposal Attachments:

Should we provide all attachments in the same format, or do you only require Attachment A with an asterisk (*)?

Answer: Attachments A and E should be provided in the same or similar format.

7. Agreement Confirmation:

If there are no changes to the agreement, should we simply sign and attach it to the Proposal, or do you prefer that we submit the same agreement without the "SAMPLE" watermark and with our signature?

Answer: The Agreement is simply a sample. Specific terms will be negotiated at a later time.

8. Invoice Submission and Payment:

It is mentioned that invoices should be submitted at the end of every month. Could you please specify the exact date for invoice submission (e.g., 26th or 30th of each month)? Additionally, when can we expect payment for the services provided?

Answer: Payment terms will be negotiated as part of the agreement. Generally TCCCH makes payment 30-45 days from invoice date. You should submit invoices following the month of service at the end of the month, to include all dates from the prior month.

9. Automobile Liability Insurance:

Regarding Automobile Liability Insurance, could you provide more details? We would appreciate clarification, as our services do not involve moving from location to location.

Answer: Your organization, including anyone utilizing a company vehicle or using a personal vehicle for business purposes should maintain commercial automobile liability coverage and that coverage should be evidenced by certificates of insurance for each vehicle. Such insurance should meet the individual and aggregate limits set forth in the RFP.

10. Attachment D:

If we agree to provide all specifications for all sites, should we simply mention this in the proposal, or do you require us to attach the same Attachment D form with the proposal for your reference?

Answer: Attachment D is for your information only. You do not need to submit anything other than a statement indicating you will be able to provide all listed services.