



Addendum #001

Invitation to Bid (ITB) 1001-2026

Supplemental Custodial Services

Date: April 23, 2025

Solicitation: ITB 1001-2026 Supplemental Custodial Services

Bid Opening: May 1, 2025, at 2:00 P.M. EST

Failure to file a protest within the time prescribed in Section 120.57(3), Florida Statutes, or failure to post the bond or other security required by law within the time allowed for filing a bond shall constitute a waiver of proceedings under Chapter 120, Florida Statutes.

This Addendum provides the Board's written answers to the timely written questions received.

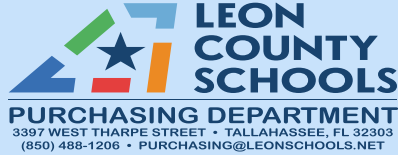
Question	Answer
1. Why has the format of the pricing sheet changed to a per custodian pricing versus the previous format that included square footage unit pricing?	The District prefers an hourly/monthly rate for concise audit purposes.
2. Will the contractor be setting the number of staff utilized to provide services or will the county / individual schools be deciding the number of hours and staff members needed?	The number of staff to be assigned for the project or ongoing services will be agreed upon by the school or District administrator and the awarded Contractor.
3. Will the custodial staffing be capped at 5 custodians? What if the contractor determines that the scope of work requires more than 5 staff members?	Staffing requirements will not be capped at five (5) custodians. The Price Sheet contemplates an hourly rate for one (1) additional custodian as needed. Please see the answer to Question #2.
4. Will each of the custodians be required to clock in and clock out daily? If so, what is the method that Leon County Schools / the individual schools will use to track/log hours?	The Contractor will be responsible for the distribution and collection of the daily timesheets and must make them immediately available upon request by the District. The Contractor will be responsible for establishing the method of completing and authorizing timesheets with the school/District administrator when the project or services are assigned and a purchase order is issued.
5. Will the purchasing department or the principals at each school be making the decision on the awarded contract?	District schools and departments have site-based decision-making authority to choose their Contractor.
6. What will be considered add-ons?	Add-on charges are any charges above the hourly/monthly, and square footage firm rates bid on the Attachment I, Price Sheet.

Question	Answer
7. Is stripping and waxing or carpet cleaning considered add-ons?	Please see the answer to Question #6.
8. 4.20 Termination at Will. Can vendors have some input or add to this clause in the ITB/Contract?	The District will not consider alternate contract termination clauses.
9. Will you be forming a list of vendors from this ITB?	The intent of the ITB is to establish a pool of qualified custodial vendors.
10. If there is a list, how and what determines if a vendor makes the list?	The District, at its discretion, will determine the size of the vendor pool and will award contracts that are in the best interest of the District.
11. Will all vendors that apply to the ITB make the list?	Please see the answer to Question #10.
12. What criteria will be used to award a contact?	Please see the answer to Question #10.
13. Will a key to the supply closet be provided to the cleaning company if they are responsible for stocking?	Any required access granted will vary by site and be determined by the site Administrator.
14. How will vendor's names get sent out to prospective schools? Will a list be sent to the schools with all vendors info on it or will purchasing determine which vendors get sent out?	The Purchasing Department will provide a list of all awarded Contractors to the schools and departments after Board approval.
15. Will contracted custodial services for all Leon County Schools be serviced under this ITB? If not, why not?	This ITB contemplates supplemental custodial services as needed. The District reserves the right to perform or cause to be performed custodial services in any manner it sees fit, including the awarding of other contracts.
16. Which schools will fall under this ITB for contracted custodial services?	The ITB contemplates services on an as-needed basis districtwide. Schools and departments establish needs annually based on budget allocations.
17. Are we paying for background checks again if they are not a year old.	Level II background clearances are generally valid for five (5) years.
18. What is the current contract price being paid today?	See Exhibit A of this Addendum.
19. When we perform a strip & wax, who would be responsible for moving furniture?	The Contractor will be responsible for moving the furniture and other equipment. Site staff may assist with coordinating as needed.

Question	Answer
20. How many hours per day will a custodian be scheduled to work?	Custodial requirements will vary by site/project.
21. Who is the current contractor? Why was the last contract canceled and sent out for rebid?	<p>Current awarded Contractors are Ann & Abe Nicholson Cleaning; Brian D Smith Cleaning; Clean Space Inc.; Dynamic Duel Services; J&M Janitorial Services; Katina's Janitorial LLC; Michael & Emma Jones LLC; Southern Cleaning Service, Inc.; Tracy & Company; Tri Building Services, Inc.; TruWaste Cleaning Solutions; and, Williams Quality Cleaning.</p> <p>The District is re-soliciting these services to restructure the pricing format.</p>
22. What is your budget?	Budgets will vary by site/project.
23. Will there be background requirements? If so, what is the level of background check required?	Yes, please refer to Section 4.6 of the ITB.
24. Anticipated start date of service?	Services will be on an as-needed basis.
25. How much work will there be for the chosen vendor?	The District does not guarantee any awarded Contractor a specific volume of work.
26. Is this a single award or multi-award contact?	Please see the answer to Question #9.
27. Does the scope of work include pressure washing services?	The ITB does not contemplate pressure-washing services.
28. Which schools, and how many locations are included in the contract?	Please see the answer to Question #16.
29. What is the expected response time for emergency or same-day service requests?	In the event of a designated emergency, the awarded Contractor(s) must be able to respond to an emergency call within four (4) hours.
30. Are background checks or fingerprinting required?	Please see the answer to Question #23.
31. Is this a prevailing wage contract, or subject to Davis-Bacon wages?	These services do not fall under the Davis-Bacon Act.

Question	Answer
32. What is the invoicing schedule and payment terms?	Please refer to Section 2.12 of the ITB.
33. Is there a preference for local minority, woman-owned, or DBE certified businesses?	The District will apply a preference to Vendors as indicated in Sections 3.6, 3.7, and 3.8 of the ITB.
34. What insurance and bonding requirements are needed?	Please refer to Section 4.7 of the ITB. There are no bonding requirements.
35. How is performance evaluated, and by whom?	Please refer to Section 2.13 of the ITB. On-site or District-level staff may participate in performance monitoring.
36. Is there an escalation clause for wages, fuel, or materials?	Please refer to Section 4.1 of the ITB.
37. Do you have a budget for the project?	Please see the answer to Question #22.
38. Is there a wage requirement?	The awarded Contractor is solely responsible for payment to its employees for services rendered to the District under this contract.
39. Who is the incumbent?	Please see the answer to Question #21.
40. Can you please provide the current contract/ pricing for the incumbent?	Please see the answer to Question #18.
41. Bond requirements?	Please see the answer to Question #34.
42. Expected contract start?	The District anticipates a contract inception date of June 1, 2025 after Board approval.
43. Will you be providing a sales tax exemption?	The District's sale tax exemption status is not transferable to the awarded Contractor(s).
44. Are there any locked storage locations on site that we can utilize for servicing each location?	Storage closet availability will vary by site.
45. Are there any meetings being required in the whole duration of the project? If so, how often?	On-site meetings will occur frequently and vary by site, project, and need.

Exhibit A



ITB 2413-2025 Supplemental Custodial Services Awarded Contractors and Not to Exceed (NTE) Pricing

Contractor	Ann & Abe Nicholson Cleaning Services, Inc. DTC # 25-1008	Brian D. Smith Cleaning Service DTC # 25-1009	Clean Space, Inc. DTC # 25-1010	Dynamic Duel Cleaning Services DTC # 25-1012	J&M Janitorial Services of Tallahassee DTC # 25-1013	Katina's Janitorial & Cleaning Services DTC # 25-1014
Contact Name	Patricia Nicholson	Carlette Smith	Matt Giunco	Migonette Williams Mitchell	Juanita Webster	Katina Glasco
Contact E-Mail	(850)901-4161	(850)566-3911/(850)322-4508	(800)499-0116/(954)880-5188	(850)591-2094/(850)901-3525	(850)815-5552	(850)210-3995
Contact Phone	aancs7@yahoo.com	smithservicecleaning@yahoo.com	mg@cleanspaceonline.com	migonettewilliamsdd@gmail.com	jmjanitorial10@gmail.com	info@katinasjanitorialandcleaning.com
Daily Price/Per Sq. Ft.						
< 10,000 Sq. Ft.	\$0.17	\$0.12	\$0.13	\$0.50	\$0.43	\$195.00
10,000 to 49,999 Sq. Ft.	\$0.19	\$0.12 - \$0.15	\$0.13	\$1.00	\$0.40	\$400.00
50,000 to 100,000 Sq. Ft.	\$0.30	\$0.15 - \$0.17	\$0.13	\$1.50	\$0.38	\$620.00
> 100,000 Sq. Ft.	\$0.41	\$0.17	\$0.13	\$2.00	\$0.32	\$750.00
Monthly Price/Per Sq. Ft.						
< 10,000 Sq. Ft.	\$0.17	\$3.60	\$1,300.00	\$1.10	\$2,250. - \$3,200.	\$4,485.00
10,000 to 49,999 Sq. Ft.	\$0.19	\$3.60 - \$4.50	\$6,499.87	\$1.15	\$3,200. - \$4,200.	\$9,200.00
50,000 to 100,000 Sq. Ft.	\$0.30	\$4.50 - \$5.10	\$13,000.00	\$1.20	\$3,020. - \$4,875.	\$14,260.00
> 100,000 Sq. Ft.	\$0.41	\$5.10	\$13,000.00 +	\$1.25	\$4,121. - \$5,900.	\$17,250.00
Floor Stripping/Waxing Per Sq. Ft.	\$0.99	\$0.65	\$0.70	\$1.10	\$0.13	\$0.38
Supplemental Custodian Rate/Hour	\$21.50	\$25.00	\$25.00	\$15.00	\$24.00	\$45.00
% Materials Mark-Up for One-Time Projects	20%	12%	0%	20%	20%	10%
Contractor	Michael and Emma James Janitorial Services, LLC DTC # 25-1015	Southern Cleaning Service, Inc. DTC # 25-1016	Tracy & Company DTC # 25-1017	Tri Building Services, Inc. DTC # 25-1018	Truwaste Cleaning Solutions DTC # 25-1019	Williams Quality Cleaning DTC # 25-1020
Contact Name	Michael & Emma Jones	Martin Suto	Tracy Mathis	William Choi	Mario Francis	Darryl Williams
Contact E-Mail	(850)942-4769/(850)228-1755	(904)553-2445	(850)815-0633	(850)901-4070	(850)322-8681	(850)766-3948
Contact Phone	jonesnwm@aol.com	msuto@scsione.com	elainemathis711@yahoo.com	tribuildingservice@gmail.com	truwastesolutions@gmail.com	willdrryl@aol.com
Daily Price/Per Sq. Ft.						
< 10,000 Sq. Ft.	\$0.0096	\$2.50	\$0.25	\$0.0119	\$0.38	\$0.40
10,000 to 49,999 Sq. Ft.	\$0.00384	\$1.20	\$0.15 - \$0.25	\$0.0095	\$0.31	\$0.30
50,000 to 100,000 Sq. Ft.	\$0.00384	\$0.006	\$0.12 - \$0.15	\$0.0081	\$0.22	\$0.20
> 100,000 Sq. Ft.	\$0.0050	\$0.005	\$0.12	\$0.0076	\$0.13	\$0.15
Monthly Price/Per Sq. Ft.						
< 10,000 Sq. Ft.	\$0.192	\$0.475	\$7.50	\$0.25	\$1,000 - \$5,800.	\$1,000. - \$5,500.
10,000 to 49,999 Sq. Ft.	\$0.0768	\$0.228	\$4.50 - \$7.50	\$0.20	\$2,900. - \$16,000.	\$3,000. - \$14,999.70
50,000 to 100,000 Sq. Ft.	\$0.0768	\$0.114	\$3.60 - \$4.50	\$0.17	\$10,500. - \$18,000.	\$10,000 - \$20,000
> 100,000 Sq. Ft.	\$0.100	\$0.095	\$4.50	\$0.16	\$15,200 +	\$15,150.00 +
Floor Stripping/Waxing Per Sq. Ft.	\$0.50	\$0.30	No Bid	\$0.27	\$0.55 - \$0.80	\$0.60 - \$0.85
Supplemental Custodian Rate/Hour	\$12.00	\$30.00	\$30.00	\$18.00	\$29.00	\$30.00
% Materials Mark-Up for One-Time Projects	10%	18%	12%	13%	50%	50%