

**Request for Proposals #17-1722**  
**Metropolitan Tulsa Transit Authority**  
**Janitorial Service Amendment #1**  
**July 10, 2017**

This amendment provides additional information to firms responding to RFP #17-1722 Janitorial Service issued by the Metropolitan Tulsa Transit Authority (Tulsa Transit).

Purpose: This amendment answers question posed by potential proposers about the project.

**Questions:**

**1. Can you clarify if a bid bond is required for contracts exceeding \$100,000 annually?**

While a bid bond will be accepted, it is not a requirement for this project.

**2. On page 9 of the RFP document, under Scope of Work: Midtown Memorial Transit Station, the hours are listed as 3:00PM until 5:00PM on Saturday and Sunday.**

The hours are actually 3:00PM until 5:00pm on Saturday only. The station will not be open on Sunday.

**3. Does Tulsa Transit provide consumables (trash liners, Ptowels, TP, soap etc )?**

Tulsa Transit will provide trash liners, paper towels, toilet paper, soap, toilet seat covers, feminine hygiene receptacle wax liners and hand sanitizer. All cleaning products (including floor stripper and wax) will be the responsibility of the contractor to purchase/provide.

**4. Is a male and female day porter required on the weekend as well?**

A daytime day porter is required seven days a week at the Denver bus station. The Memorial bus station will only require a daytime day porter Mon-Sat as that station is closed on Sundays.

**5. Do you know the square footage of all of the locations?**

Administration	9,200 s/f
Maintenance	1,200 s/f
Call Center	5,775 s/f
DAS	3,520 s/f
MMS	1,460 s/f

**6. What is the cleaning schedule for restrooms located inside administration, maintenance and call center?**

Page 6 of the RFP document spells out the restroom schedule we expect to be adhered to. Restrooms are expected to be cleaned every Monday through Friday. There are three break rooms (one in each of the three buildings) that will require trash removal Monday through Friday as well.

**7. Is there a janitor's closet inside the Denver bus station?**

There is a janitor closet adjacent to the women's restroom door inside the lobby.

**8. Are there any floors that will require stripping/waxing at either of the stations?**

Yes, the Denver station lobby and employee restroom stained concrete will require stripping and waxing quarterly. The tile inside the public restrooms will require machine scrubbing quarterly but no waxing is required.

**9. Do you have a contractor in place presently or have you just decided to contract?**

We have traditionally used a contractor for janitorial service. Per Federal Transit Administration guidelines we are only allowed to contract for up to a five year period. We are at the end of the current contract.

**10. What is your current price and cost for maintenance of your facility per year?**

Approximately \$100,000 per year.

**11. Do you have supply usages for all your cleaning needs, paper and chemicals.**

Please see question 3.