

***WAKE COUNTY PUBLIC SCHOOL SYSTEM  
BID ADDENDUM***

**FAILURE TO RETURN THIS BID ADDENDUM IN ACCORDANCE WITH  
INSTRUCTIONS MAY SUBJECT YOUR BID TO REJECTION**

**Bid Number: 251-26-022**

**Description:** Cleaning Services – Fuquay-Varina Area

**Opening Date/Time: April 23, 2025 @ 1:00 pm EST**

**Addendum Number: 01  
Addendum Date: 4/16/2025**

**INSTRUCTIONS:** The RFP referenced above shall be updated as follows:

**1 -RETURN ONE PROPERLY EXECUTED COPY OF THIS ADDENDUM WITH BID RESPONSE OR PRIOR TO THE BID OPENING DATE/TIME LISTED ABOVE. FAILURE TO SIGN AND RETURN THIS ADDENDUM MAY RESULT IN THE REJECTION OF YOUR RFP RESPONSE.**

**ATTACHMENTS:**

- Attachment 1 – WCPSS Response to Vendor Questions
- Attachment 2 – Add Gift Prohibition Revisions to Original RFP
- Attachment 3 – Replace Attachment F1 Cost Sheet
- Attachment 4 – Pre-Bid Meeting Note

## Questions for RFP #251-26-022 – Cleaning Services – Fuquay Varina Area

#	Reference	Vendor Questions	Answers						
1	RFP Section: Attachment A; Page 16	Will WCPSS provide floor care equipment (buffers, scrubbers), or is the vendor expected to provide all heavy-duty equipment?	Taski Pro Carpet 45, 30. Taski 4000,2100,2500,1900,855 floor scrubbers						
2	RFP Section: Proposal Submission; Page 3	Will there be an opportunity to schedule site walkthroughs at the schools prior to bid submission?	All vendors shall see schools at the same time after pre-bid meeting.						
3	RFP Section: Required Submittals; Page 6	Are vendors required to submit resumes for the Account Manager and Supervisors?	No						
4	RFP Section: Insurance Requirements; Page 11	Can subcontractors be covered under the prime contractor’s insurance, or must each provide separate COIs?	WCPSS only required proof of insurance from vendor not from the subcontractor.						
5	RFP Section: Floor Work; Page 13	Can you confirm how often high school gymnasium floors require refinishing vs. scrubbing only?	Middle and high schools’ gym floors are not done by contractors. Elementary school gyms are swept and moped daily. Custodial Services do not do ANY floor refinishing in the gyms.						
6	General Question	What is the best way to schedule a site visit?	No site visits will be offered after the pre-bid meeting date of 4/8/25.						
7	General Question	Who is the current incumbent and award amount?	JBM - \$833,070						
8	General Question	Who is the current company?	See answer to question 7 above.						
9	General Question	What is the current price for each school?	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Contract Cleaning -Morrisville Area- \$1,256,319.82</td> </tr> <tr> <td>Contract Cleaning -Apex Area- \$1,106,000.00</td> </tr> <tr> <td>Contract Cleaning -Holly Springs Area- \$1,064,083.35</td> </tr> <tr> <td>Contract Cleaning -Cary Area- \$903,430</td> </tr> <tr> <td>Contract Cleaning -Fuquay-Varina Area- \$833,070</td> </tr> <tr> <td><b>Bids are won based on area cost , not school cost.</b></td> </tr> </table>	Contract Cleaning -Morrisville Area- \$1,256,319.82	Contract Cleaning -Apex Area- \$1,106,000.00	Contract Cleaning -Holly Springs Area- \$1,064,083.35	Contract Cleaning -Cary Area- \$903,430	Contract Cleaning -Fuquay-Varina Area- \$833,070	<b>Bids are won based on area cost , not school cost.</b>
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10	General Question	Are the current employees in a union?	No
11	General Question	Can you provide the last price win this package?	See answer to question 7 above.
12	General Question	Who is current vendor for each school?	CMG- Morrisville Area Omnico- Apex Area JBM-Holly Springs Area AK-Cary Area JBM-Fuquay Area
13	General Question	What are the current wage rates for day and night cleaners?	Wage Rates are vendor specific.
14	General Question	For how long has each vendor been at each school?	3-year contract
15	General Question	How much is the current pricing at each school?	See answer to question 9
16	General Question	Are subcontractors being used if a school is outsourced? If so, how many? Where?	Subcontractors are controlled by the vendors. We do not control where nor how many the vendor uses. <b>Subcontractors cannot Sub.</b>
17	Scope of Work; Attachment A	Pl explain their exact needs for summer cleanup? Please provide more detail on the SOW.	There is no summer cleaning. Your nightly services for Traditional School will be invoiced for 194 days and Year Around Schools for 240 days. Details are in the SOW.
18	General Question	What is the current work shift for each school?	Hours vary depending upon school needs.
19	Equipment; Attachment A	What equipment owned by the district can we use?	See answer to question 1
20	Equipment; Attachment A	Pl provide an equipment inventory we can see by school	Taski Pro Carpet 45, 30. Taski 4000,2100,2500,1900,855 floor scrubbers
21	Work Rules; Attachment A	Do they provide office space in a location for the vendor manager? Can the vendor use/access internet?	No office for the vendor's manager. Yes , you can use school's WIFI.

22	Work Rules; Attachment A	Does the district provide an office phone that can be used by the vendor manager? Office equipment, such a desk or computer?	No.
23	Cost Sheet; Attachment A	I don't quite understand their column..."100%" on page 42. Please advise.	100% Contract refers to those schools where a contractor currently <b>provides all custodial services</b> , to include the full time day custodians. <b>No WCPSS custodians work at these sites.</b>
24	Cost Sheet; Attachment A	Three schools read 100% but don't show a day staff. What does this mean? Does that suggest we provide all services day and nite... as the some of the columns reads ...In house. Please advise.	WCPSS provides the Day Staff. If Vendor staff is needed, it's listed in the Full-Time Contract "Day" column. In House Schools provide all their own staff.
25	Cost Sheet; Attachment A	There are 7 day employee now yes...is that count to be in OUR bid submission....or the 100% . Do we separate the 7 day per week cost or include it in our fixed price?	The work week consists of a 5day week but your Bid Price should reflect either 194 days worked or 240 days worked. Any extra days/work requested by WCPSS will be paid at day porter rates.
26	General Question	Is this district being serviced in house or outsourced? If not, what schools are currently outsourced and who are the vendors?	Both Inhouse and Vendors are used in WCPSS. Inhouse/Contract school are identified on Attachment F1
27	Cost Sheet; Attachment F1	On the square footage sheet, there's a question about "100% contract, yes or no." If "no" is selected, will the contractor still need to provide day and night porters, or is that service covered by in-house staff?	If no is selected the contractor will provide night services only currently but that can change at some point during the contract period.
28	Scope of Work; Attachment A	Regarding background checks and the sex offender registry, do both the vendor and any subcontractors need to be checked? Also, should this be completed before or after the contract is awarded?	Yes, after it's awarded.
29	General Question	Is it permissible to split the schools between two subcontracts under one vendor, meaning can the vendor utilize two subcontracting companies?	Yes, but all responsible for the area will still fall onto the Parent Vendor.
30	Scope of Work; Attachment A	Will the school system provide all necessary chemicals, including wax?	Yes
31	Scope of Work; Attachment A	The requirement for companies to have drug testing in place for employees, does that apply only to the subcontractor's company?	All testing is done by the vendor.

32	General Question	Who is the current contractor for these services?	See answer to question 7
33	General Question	How long have they been under contract?	3 years
34	General Question	Why is this going out to bid this year?	WCPSS Bids every 3 years
35	General Question	What is the current annual contract amount?	See answer to question 7
36	General Question	What is the current total FTE for this contract at each location?	Look at the column titled:  <b>Current # Full-Time Contract "Day" Custodians</b>  This will give you the number of contract custodians needed. (Numbers may change throughout the contract period)
37	General Question	Please confirm all weekend coverage will be billed separately and not included in the bid.	Yes
38	General Question	Has the current FTE staffing model been sufficient to provide the necessary services for the district?	Yes
39	General Question	What have been the biggest issues over the last six months on this contract?	These regions are being bid because the 3-year contract term is up.
40	General Question	Will there be an overall Manager for each area?	Yes, WCPSS provides Custodial Management for each area.
41	General Question	What is the current starting wage for the custodians?	Vendor wages differ (Not controlled by WCPSS)
42	General Question	Is there a minimum wage for the custodians that the district expects for this contract?	No
43	General Question	What are the most important factors being evaluated to determine the company awarded this contract?	The most responsive qualified bidders will be selected.
44	General Question	Do you plan to award each area to a separate company or is there an opportunity to be awarded multiple areas?	It can be awarded to 1 vendor or 5 vendors.
45	General Question	Is it acceptable to do a direct pass through for health insurance to ensure that there are no extra costs for the district?	No. WCPSS does not provide health insurance to vendors or its employees.

**Gift Prohibition.** Provider acknowledges that it is subject to N.C.G.S. §§ 14-234 and 133-32, which prohibit contractors from providing items of value to school system officials and employees under various circumstances. N.C.G.S. § 14-234, in pertinent part, prohibits contractors from providing to specific school system officers/employees a gift, favor, reward, service, or promise of reward in exchange for recommending influencing or attempting to influence the award of a contract. N.C.G.S. § 133-32, in pertinent part, bars provision of gifts or favors to specific school system officers/employees by a contractor who has a contract, has performed under a contract in the last year, or anticipates bidding on a contract in the future. Provider covenants that no director, employee or agent of Provider, or any other person connected with Provider, has made, offered or given, either directly or indirectly, to any School System Board member, employee, or agent, or to any person connected with the School System, any gift, favor, or item of value in violation of either N.C.G.S. §§ 14-234 or 133-32. Provider agrees that a breach of this provision as identified by the school system may result in the School System's termination of this Contract without liability and/or at the School System's discretion, the recovery of any and all funds paid to Provider pursuant to this Contract. Provider further agrees that to the extent there exists any doubt as to whether its actions have violated, or could violate, this provision, Provider will promptly notify the school system so it can make a determination as to the propriety of the Provider's past or proposed future conduct.

School	Level	Area	School Schedule	# Work Days	Current # Full-Time Contract "Day" Custodians	100% Contract	Net Cleanable Sq.Ft.	Hard Surface Floors Sq.Ft.	Carpet Sq.Ft.	Current # Modular Buildings	Current # Modular Building Classrooms	Current # Single Room Mobile Unit Classrooms
Ballentine	Elementary	Fuquay	YR	240		Yes	77,259	33,864	41,390			4
Banks Road	Elementary	Fuquay	YR	240		No	96,123	36,644	45,009			
Buckhorn Creek	Elementary	Fuquay	T	194		No	102,174	44,672	38,935			4
Fuquay	Elementary	Fuquay	T	194		Yes	67,748	33,665	52,655	3	11 + RESTF	6
Fuquay	High	Fuquay	T	194		In-House	340,354	155,780	112,037			
Fuquay	Middle	Fuquay	T	194		In-House	200,048	58,833	71,908			
Fuquay Temp Site	Office	Fuquay	Office	240	2	No	78,000	As scheduled	As scheduled			
Herbert Akins	Elementary	Fuquay	YR	240		No	94,723	39,587	43,821			
Herbert Akins	Middle	Fuquay	Yr	240	1	No	151,290	92,000	60,365			
Hilltop Needmore	Elementary	Fuquay	T	194		Yes	112,742	50,791	61,951			
Lincoln Heights	Elementary	Fuquay	T	194		In-House	88,216	38,197	36,105			
Rand Road	Elementary	Fuquay	YR - single	194	1	Yes	64,428	33,037	32,676			6
South Lakes	Elementary	Fuquay	T	194	1	Yes	114,081	49,700	48,474			
Vance	Elementary	Fuquay	YR - single	194		No	58,286	30,648	25,075			6
Willow Springs	Elementary	Fuquay	YR	240		No	64,095	28,965	37,534	2	11	5
Willow Springs	High	Fuquay	T	194	2	No	322,549	104,000	93,335			
Bowling Rd	Elementary	Fuquay	T	194		Yes	67,326	22,226	45,100			

School	Level	Area	100% Contract	Cost Per School
Willow Springs	Elementary	Fuquay	Contract	\$
Willow Springs	High	Fuquay	Contract	\$
Vance	Elementary	Fuquay	Contract	\$
South Lakes	Elementary	Fuquay	Contract	\$
Rand Road	Elementary	Fuquay	Contract	\$
Hilltop Needmore	Elementary	Fuquay	Contract	\$
Herbert Akins	Elementary	Fuquay	Contract	\$
Herbert Akins	Middle	Fuquay	Contract	\$
Fuquay Temp Site	Office	Fuquay	Contract	\$
Fuquay	Elementary	Fuquay	Contract	\$
Buckhorn Creek	Elementary	Fuquay	Contract	\$
Bowling Rd	Elementary	Fuquay	Contract	\$
Banks Road	Elementary	Fuquay	Contract	\$
Ballentine	Elementary	Fuquay	Contract	\$
Lincoln Heights	Elementary	Fuquay	In-House	\$
Fuquay	High	Fuquay	In-House	\$
Fuquay	Middle	Fuquay	In-House	\$

\* Instructions See Attachment F  
 Prices needed for all Contract and In-house schools  
 Total Price needed for all Contract school.

\$

\*\*\*removed South Garner High\*\*\*

Bidding Company Name: \_\_\_\_\_

Date: \_\_\_\_\_

Company Rep(Print): \_\_\_\_\_

Signature: \_\_\_\_\_

**Pre-Bid Meeting  
Maintenance and Operations  
April 8, 2025 9:00am**

Debra Wallace

- Introduction – Sr Director of Purchasing
- Must be responsive and responsible
- Questions that are asked today or submitted in writing by due date will be answered and posted as an addendum
- Make sure all bid documents are completed and signed where needed and make sure to include certifications
- We cannot accept any exceptions to terms and conditions
- Introduction of Clarence Rogers - Buyer
- There is a new No Gift Provision piece from our Attorney that will be added as an addendum to the bids
- In order to maintain confidentiality of the bids, all correspondence needs to go through Clarence Rogers

Clarence Rogers

- Introduction
- There are 37 bids that have been posted for this group
- Answers to today's questions are not binding. All questions need to be submitted in writing to myself ([bids-crogers7@wcpss.net](mailto:bids-crogers7@wcpss.net)). Questions are due by 4/15/25
- Make sure you review the deadlines for these bids
- There is a sign-up sheet going around. Please sign before you leave.

Open Discussion

Q: On the pricing page for solid waste – Attachment E, the roll offs listed – how do we calculate?

A: We will need roll off price and estimated land fill cost – there will be a new price sheet in addendum

Q: Solid Waste bid – does it need to go to Wake County land fill?

A: No, list where you will be taking in your bid

Q: One year term? Can that be changed?

A: It will be a 1-year term with an option to renew annually up to 5 years. It would only be cancelled if due to poor performance or other factors.

Q: Highlighted schools with storm water?

A: It indicates schools with Scm's or stormwater control measures that must be maintained.

Q: Roofing Repair Addendum – any documentation on types of roofs on building – removing?

A: Inspection and repair – every type of roof – over 200 schools – you are listing one average labor rate for repairs

Clarence Rogers

- Cleaning Contract – there will be an addendum to the cost sheet

Robert Duarte – Director of Custodial Services

- There is changes to some areas – Clarence will post changes. Some schools will be removed. Some in house schools will now be contracted schools.
- Make sure you initial and sign in all areas

Q: Can we use sub-contractors?

A: Awarded vendor can sub but subs cannot sub again

Q: Will there be multiple contractors?

A: There will be one vendor per area and vendors can be awarded to multiple areas

Jeri Preddy

- Roofing – their will be multiple contractors

Q: Fire Sprinklers – will this be divided? Is a list available for due dates for inspections prior to bid due date? Can last year's inspections be provided?

A: This will not be divided in multiple areas. Can make a public records request for last year's inspection information.

Q: Fire Alarm – Monitoring?

A: Inspection only

Q: Plumbing and Boiler – multiple contractors?

A: Yes, multiple contractors

Q: Landscaping - multiple contractors?

A: Yes, multiple contractors.

Q: If 2 companies bid, can owner be part of both companies?

A: Yes, it is ok.

Debra Wallace

- Different requirement/template. Meant for reviewers to see capacity in which they can perform
- Follow up clarification notice – return as quickly as possible

Clarence Rogers

- Some bids have both Service Agreements and Job Orders. This will be cleared up in the amendment.
- Check to make sure there is a signature line on the addendum

Q: Fire Doors – Roll up?

A: Yes, roll up

Robert Duarte

- If you are wanting to go on tours for Custodial – meet outside custodial office area

Q: Landscaping – Multiple awards?

A: Will be bidding by clusters. If wanting to see schools, go after hours or on weekends. You can request maps. If you want to see interior courtyard, go

during hours and report to school main office as a visitor and ask for Custodian

Q: Can bids be hand delivered on date of bid opening?

A: Yes, deliver to Bldg. F at Rock Quarry. Hand delivery is best. We have problems with UPS and FedEx. If it arrives late, we cannot open.

Q: Flooring and Painting – tours?

A: No tours. Must give hourly rate. If a project comes up, the school can be walked, and you can see the area needing paint. Individual projects under one big contract – give labor rate and it must include disposable material in labor rate. Materials must be bid separate from labor rate.

Q: When will final addendum be posted?

A: Hoping to by the 17<sup>th</sup>. IF something happens, the bid can be extended, and an addendum will be posted. Addendums are posted regularly and as soon as possible. We want everyone to receive information.

Q: Can school list be sent in an excel file?

A: No, must be in PDF

Bids need to be sent to or delivered to 1551 Rock Quarry Rd, Bldg. F, Raleigh. The Bid # needs to be clearly written on outside package.

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1. Check **ONE** of the following options:

Bid has **not** been mailed. **Any changes** resulting from this addendum are included in our bid.

Bid has already been mailed. **No changes** resulted from this addendum.

Bid has already been mailed. Changes resulting from this addendum are as follows:

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**Execute Addendum:**

**Bidder:**

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**Authorized Signature:** \_\_\_\_\_

**Name and Title (Typed):** \_\_\_\_\_

**Date:** \_\_\_\_\_