

QUESTIONS AND ANSWERS

1. What is the current contract cost? **The information requested in this email is considered a public records request, please submit via email to PRR@sb-court.org.**
2. Due to the schedule minimum wage increases every year until 2023, can we submit three cost sheets for each year to accommodate for the increases or does it have to be a single cost with all increases included already? **Yes, you can submit one for each year.**
3. Can you please extend the question deadline by 5 days in order to allow more time for the review RFP documents? **No, the Court is on a deadline to ensure we have a new contract in place before the old contract expires.**
4. Can you please provide the current contract amount? **The information requested in this email is considered a public records request, please submit via email to PRR@sb-court.org.**
5. What is the current number of staff working at the Justice Center, Historical Courthouse and Annex. **Approximately 450 personnel work in the SBJC building and 175 in Historic/Annex.**
6. Can you please confirm if there is any Living Wage, Prevailing Wage or other ordinances for minimum pay, sick days or other benefits that would apply to this solicitation? **Contractor is responsible for determining applicable wage and labor laws.**
7. What is the name of the current or incumbent service provider? **The information requested in this email is considered a public records request, please submit via email to PRR@sb-court.org.**
8. Page 10, Section 13- states, *"The Court's DVBE participation goal is a minimum of 3% of the value of all Court contracts in any given fiscal year (July 1 thru June 30). To implement the DVBE program the Court may grant Bidders that provide DVBE participation a DVBE incentive."* **Can you please confirm if there is a mandated requirement for using a DVBE on this solicitation? DVBE status is not required to submit a bid.**
9. Is the current workforce of the incumbent service provider union? **Not available.**
10. What are the current pay rates for the elevator attendants? **The information requested in this email is considered a public records request, please submit via email to PRR@sb-court.org.**
11. Can you please provide a spreadsheet that includes the number of public restrooms, private restrooms, and showers for each floor of the Justice Center, Historic Courthouse and Annex? **See attachment.**
12. Can you please provide maps for Justice Center, Historic Courthouse, and Annex? **Not available.**
13. Can you please provide a breakdown of the square footage for all the floors we will service as part of the Annex facility? **Annex square footage is as follows: Ground Floor = 7,038 / First Floor = 12,540 / Second Floor = 2,585 / Third Floor = 2,585.**
14. Can you please confirm that we are to bid based on the existing square footage at the time of the solicitation and not to include costs for future occupied space in the Annex or any other facility? **Bid is to be based on existing square footage at time of solicitation.**
15. Page 8, Section 8.2 Cost Portion- this section asks for bidders to provide the costs per square foot for and total cost for the scope of work found in Exhibits A & B. Currently, the Exhibit G pricing sheet **does not** include a place to input the cost per square foot. Will a new pricing sheet be issued or would you like each bidder to modify Exhibit G to include cost per square foot. **Bidder may include cost per foot on a separate page.**
16. Page 8, Section 8.2 Cost Portion – this section asks for optional square foot pricing for Carpet Cleaning, VCT Floor Cleaning, Window Cleaning, and Interior and Exterior window cleaning of 770, 780 & 790 buildings. Should we just add these items to the existing Exhibit G Bidders Pricing Sheet? **Bidder may include cost per foot on a separate page.**
17. Page 8, Section 8.2 Cost Portion- Item C, "iii "Window Cleaning – Can you please clarify the following?

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- a. Is this meant to be interior and exterior window cleaning for all levels of the Justice Center, Historical Court and Annex buildings? If so, are you wanting a cost per service? **Its intended for the Court's Record Center (770, 780 and 790 buildings).**
 - b. If this is exterior window cleaning is included, who is responsible for the roof/equipment certification? **Certification is not required for this contract. The vendor is not responsible for exterior window cleaning above the first floor.**
18. Can you please provide the number of staff and projected visitors each year for the Justice Center, Historical Courthouse, and Annex? **The visitor count for the Historic building is approximately 725,000 per year. The visitor count for the Historic/Annex building is approximately 450,000 per year.**
19. Do you have any history of the supply usage for restrooms either in number of units or total spent? **The court does not track the usage.**
20. Does the incumbent currently provide the paper products for the consumable supplies for the court as part of their contract? **Yes.**
21. Is there a designated working desk space to allow for on site supervision? **There is a room storage room available in the lower level.**
22. Is there any possibility for a washer/dryer to be set up at any of the facilities in this solicitation that could be used by the awarded contractor? **No.**
23. Exhibit A, Section 2.7 Security – Item B states, “Contractor’s employees are required to undergo the Court’s criminal background check at Contractor’s expense”. Can you please confirm what the cost of these backgrounds would be for each person? Can you please confirm if the incumbent workforce would need to submit to a new background check if hired on by the awarded contractor? **Approximately \$47.00. Existing workforce will not require new background check.**
24. Exhibit A, page 7 states “Contractor will **clean all interior and exterior glass up to 12ft** from the finished floor on level one and the interior on all other floors. This includes all glass doors windows, window frames, turnstiles, transaction windows etc.). This work will be performed at least once per week or daily as needed.” Can you please confirm that by “clean all interior and exterior glass up to 12ft” this includes all the perimeter windows at the Justice Center and Historical Courthouse? **This is for both buildings.**
25. Exhibit A, Item F, (vi) states, “Contractor to strictly follow ASTM 1515-01 Standard Guide for Cleaning of exterior and interior Dimension Stone, vertical and horizontal surfaces.”.
- c. Can you please provide a map or description of the areas that include Dimension Stone? **At SBJC there is stone on levels 1-11 on the north side of the tower. This was seen during the walk through. See attached photo.**
 - d. Also, can you confirm that this stone is to be serviced on a weekly basis? **The stone is to be cleaned as needed or at the reasonable discretion of the court.**
26. Exhibit A, Item G, (iii) states, “Contractor will wipe clean building window glass and remove loose dirt and debris. This also applies to adjoining, sills, shades, blinds and framework. They shall appear visibly and uniformly clean. This shall include the elimination of streaks, and film. All windows must be fully cleaned.” Can you please clarify that this is up to 12ft only and if it is for interior and exterior of all facilities? **Contractor will clean all interior and exterior glass up to 12ft from the finished floor on level one and the interior on all other floors.**
27. Who will be responsible for the replacement of damaged restroom supply dispensers? **The court, unless the custodial contractor damages them.**

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28. Please provide a copy of the sign-in sheets from the mandatory bidder's conference. **The information requested in this email is considered a public records request, please submit via email to PRR@sb-court.org.**
29. We are a bid confused in terms of how to calculate our price proposal according to Exhibit G - Bidder's Pricing Sheet. On the one hand, the RFP states that Proposers must account for all applicable state mandated minimum wage increases through year 2023 in their cost proposal. However, the RFP further states the type of award is Firm Fixed Price for an initial term of one (1) year with two (2) consecutive one (1) year options to extend exercisable at the sole discretion of the Court. Question: If bidders inflate their proposed annual pricing to cover anticipated increases over a 3-year term, then at the Court's discretion conceivable end the contract after year 1, wouldn't the annual proposed price for that initial term be inappropriately inflated? A suggestion might be to require annual pricing for each of the 3 years. **Please see question 2 and its answer.**
30. Please provide the number of visitors, and court personnel on site at each location on an annual basis. **Approximately 725,000 visitors/Approximately 445 court personnel.**
31. Is the scope presented in the RFP identical to the scope being performed in the current contract? If not, what are the differences? **There are differences. Increase in square footage, and expanded and window washing scope to name a couple.**
32. Is it the Court's intention to award a contract for all 3 facilities to a single vendor or could the facility contracts be divided up at the Court's discretion? **All facilities will be awarded under one contract.**
33. Please confirm who is responsible for purchasing walk off mats for each facility? **The Court.**
34. Can you confirm the roof and equipment certifications are available for the semi-annual external window cleaning required? If not, can you confirm the Court will cover the cost for needed certification? **Certification is not required for this contract. The vendor is not responsible for exterior window cleaning above the first floor.**
35. Can you please provide us with the square footage of carpet, ceramic, stone, VCT or other surfaces to be maintained in each facility? If not available, a percentage of square footage for each would be helpful. **This information is not available.**

SBTC

Foor	public/private	type	qty
lower level	priv	showers	3
	priv	restrooms (single)	3
	priv	restrooms (multiple)	0
	priv	locker rooms	2
first	priv	restrooms (single)	2
	priv	restrooms (multiple)	2
	pub	restrooms (multiple)	2
second	priv	restrooms (single)	6
	priv	restrooms (multiple)	3
	pub	restrooms (multiple)	2
third	priv	restrooms (single)	6
	priv	restrooms (multiple)	2
	pub	restrooms (multiple)	2
fourth	priv	restrooms (single)	8
	pub	restrooms (multiple)	2
fifth	priv	restrooms (single)	10
	pub	restrooms (multiple)	2
sixth	priv	restrooms (single)	9
	pub	restrooms (multiple)	2
seventh	priv	restrooms (single)	9
	pub	restrooms (multiple)	2
eighth	priv	restrooms (single)	9
	pub	restrooms (multiple)	2
ninth	priv	restrooms (single)	9
	pub	restrooms (multiple)	2
tenth	priv	restrooms (single)	9
	pub	restrooms (multiple)	2
eleventh	priv	restrooms (single)	1
	priv	restrooms (multiple)	2

Historic

Foor	public/private	type	qty
Ground	priv	showers	0
	priv	restrooms (single)	0
	priv	restrooms (multiple)	0
	priv	locker rooms	0
first	priv	restrooms (single)	3
	priv	restrooms (multiple)	0
	pub	restrooms (multiple)	2
	pub	restrooms (single)	1
second	priv	restrooms (single)	7
	priv	restrooms (multiple)	0
	pub	restrooms (multiple)	2
third	priv	restrooms (single)	13
	priv	restrooms (multiple)	0
	pub	restrooms (multiple)	2

Annex

Foor	public/private	type	qty
Ground	priv	showers	0
	priv	restrooms (single)	0
	pub	restrooms (multiple)	2
first	priv	restrooms (single)	0
	priv	restrooms (multiple)	2
	pub	restrooms (multiple)	0
			0
second	priv	restrooms (single)	7
	priv	restrooms (multiple)	0
	pub	restrooms (multiple)	2
third	priv	restrooms (single)	0
	priv	restrooms (multiple)	2
	pub	restrooms (multiple)	0
fourth	priv	restrooms (single)	
	pub	restrooms (multiple)	
fifth	priv	restrooms (single)	
	pub	restrooms (multiple)	