



NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT SOLICITATION ADDENDUM

Northwest Florida Water Management District Attn: Procurement Officer 81 Water Management Drive Havana, FL 33333	Invitation to Bid (ITB) No.: 25B-001
	ADDENDUM NUMBER: 1 DATE: October 1, 2024
Project Title: Janitorial Services for DeFuniak Springs Office	
Deadline for Submission of Bids and the Opening of Sealed Bids is Thursday, October 17, 2024, 2:30 P.M. ET.	

This ADDENDUM NO. 1 is issued for **JANITORIAL SERVICES FOR DEFUNIAK SPRINGS OFFICE for ITB 25B-001 to change the date of the bid opening to October 17, 2024, and to provide answers to questions received during the inquiry period.** Below are the questions and answers.

Question 1. Is the site visit mandatory for all prospective bidders? If yes, when is it scheduled, and what are the attendance requirements.

Answer: No, a site visit is not required. Reference page 5 of the ITB, Section 1.9 Mandatory Pre-Bid Conference and/or Oral Presentations.

Question 2: Who was the incumbent contractor providing janitorial services under the previous contract?

Answer: Scenic Solutions of the Emerald Coast LLC.

Question 3: What was the total contract price of the previous janitorial services contract for the DeFuniak Springs Office?

Answer: For the last three fiscal years, there has not been a contract. Services were paid through a purchase order. Timeframes and amounts of purchase orders provided below.

December 1, 2021 through September 30, 2022	\$925/month or \$9,250/year
October 1, 2022 through September 30, 2023	\$971.25/month or \$11,655/year
October 1, 2023 through September 30, 2024	\$1,019.83/month or \$12,238/year

Question 4: Will the District furnish consumables such as paper towels, soap, and toilet paper, or is it the responsibility of the contractor to provide these?

Answer: No, the District will not provide the consumables. The contractor is responsible for providing all consumables as referenced on page 2 of Attachment A (Materials List) in the draft agreement.

Question 5: Any publicly available evaluation or award criteria.

Answer: Reference page 13 of the ITB, Section 4.1, #2.

Question 6: Does this bid have a requirement for living wages for employees?

Answer: This bid does not have a requirement for living wages for employees. However, some counties in Florida have passed ordinances requiring a living wage. The county in which the DeFuniak Springs office is located is Walton County. Reference Section 9 of the draft agreement.

Question 7: Are there any special services required on a quarterly or annual basis that are beyond the standard cleaning tasks?

Answer: Reference Attachment A to the draft agreement.
