

Janitorial Services Request For Proposals Questions And Answers

Q1: We would like to request additional information regarding the current janitorial services provider for First 5 LA. Could you please share with us the name of the current incumbent, as well as the length and cost of the current contract?

The current vendor for Janitorial Services is MasterCorp, LLC (formerly Image Property Services, LLC). Their contract term is June 30, 2018 – July 1, 2023 (five years). (Nightly cleaning of 38,000 SF office building, 5 nights per week - (July 2022 through June 2023 - \$6,196.84 per month)

Nightly cleaning of 6,000 SF tenant space, 5 nights per week - (July 2022 through June 2023 - \$994.30 per month)

Annual Amount: \$ 86,293

Optional Services Budget \$46,000

Q2: Will the contractor's employees be required to pass a background check?

All employees servicing First 5 LA must pass a background check and the background checks must be submitted to and maintained on file by First 5 LA.

Q3: Will the contractor's employees be required to wear a uniform/badge?

The janitorial firm shall provide employees with suitable uniforms or smocks to be worn at all times when performing custodial services at First 5 LA.

Q4: Can you provide the Square Footage for each location?

The approximate usable square footage of each floor is as follows:

- 1st floor – 15,350 SF
- 2nd floor – 15,350 SF
- 3rd floor – 13,000 SF
- Balconies – 2,700 SF

Q5: Is there a bond requirement?

No, there is no bond requirement for this project.

Q6: What agreement number needs to be included in the litigation and contract compliance form?

Please leave the box blank or write in TBD (To Be Determined).

Q7: I have some uncertainties regarding the conflict of interest and confidentiality statement for proposal reviewers, particularly in regard to the empty box on the first page. I would be grateful if you could advise me on what information should be entered in this section?

Enter the name of the solicitation in the empty box on page 1: Janitorial Services Request for Qualifications.

Q8: Would you have the square footage for the hard floors only?

The approximate square footage of the hard floors is as follows:

- 1st floor – 7,900 SF
- 2nd floor – 1,200 SF
- 3rd floor – 1,300 SF

Q9: Does the building have any ties to a union? In other words, is the current janitorial crew part of the union?

First 5 LA is not associated with any union. There is no requirement for the crew to be unionized.

Q10: Is there a prevailing wage requirement?

All janitorial firms must be registered with the DIR, however, prevailing wage is not required for janitorial services. Please check with the [Labor Commissioner's Office](#) for Minimum wage requirements and also with [Bureau of Labor Statistics](#) for salary information.

Q11: Are we required to dust the pendant lighting?

Yes, the pendant ceiling light should be dusted quarterly.

Q12: What is the sf of the former daycare area for waxing?

The approximate square footage of the former daycare area is 6,000 SF.

Q13: Will we receive access badges and or keys?

Yes, the crew will be provided access badges and keys.