



SEDGWICK COUNTY, KANSAS
DIVISION OF FINANCE
Purchasing Department
Joe Thomas, Senior Purchasing Agent

525 N. Main, Suite 823 ~ Wichita, KS 67203
Phone: 316 660-7265 Fax: 316 383-7055
www.sedgwickcounty.org/purchasing

REQUEST FOR PROPOSAL
#09-0105
CUSTODIAL SERVICES FOR THE OFFICE OF THE MEDICAL DIRECTOR
4343 N. WOODLAWN (Lower Level)
Addendum #1

May 15, 2009

The following is to ensure that vendors have complete information prior to submitting a proposal. Here is a clarification for the Custodial Services for the Office of the Medical Director located at 4343 N. Woodlawn (Lower Level), Wichita, KS proposal.

Questions and/or statements of clarification are in bold font, answers to specific questions are italicized.

1) Will the vendor be responsible for emptying recycled items?

Answer: No, the vendor will not be responsible for removing recycled items.

2) How much cleaning is needed for the display case?

Answer: The only cleaning required for the display case is the outside glass.

3) The asphalt portion of the west side parking lot is the only part of the parking area that must be kept clean of trash.

4) Who is responsible for supplying the paper, soap products, and trash can liners in both the bathrooms and kitchen area?

*Answer: The County will provide paper towels and soap (hand and dish) for the kitchen and paper towels, hand soap, and toilet paper for the restrooms. The County will provide all trash can liners. The requirement for the vendor is for **cleaning materials only**.*

5) Historically, how many times a year has emergency service been required for this facility?

Answer: Once every 3 or 4 years the sumps fail and there is spillage into the basement area that needs to be cleaned.

6) Are there any resident biohazard issues such as cans, needles, equipment, etc.?

Answer: There are no biohazard needles. The facility does have needles used in training but they are not a biohazard and will go to a sharps container that the County will dispose of.

7) Is the proposal form sufficient or do you want additional company information to accompany this form, such as company reference names?

Answer: This document is a proposal which means that the lowest price proposed will not guarantee an award. Section 1 of this document states that proposals will be evaluated based upon criteria formulated around the most important features of a product or service, of which quality, testing, references, availability or capability, may be overriding factors, and price may not be determinative in the issuance of a contract or award. Also Section 5 details Mandatory Requirements for your proposal.

Please be sure that your proposal contains enough detail for our evaluation.

Firms interested in submitting a proposal, must respond with one (1) original and two (2) copies of the entire document and all supplementary materials and **deliver on or before 1:45 pm (CDT), Tuesday, May 19, 2009**. Late proposals will not be accepted and will not receive consideration for final award.

PLEASE ACKNOWLEDGE RECEIPT OF THIS ADDENDUM ON THE PROPOSAL RESPONSE PAGE.



Joe Thomas, C.P.M.
Senior Purchasing Agent

