



**JANITORIAL SERVICES RFP
VENDOR Q&A
Updated 4/14/25**

Vendor #1	
Question #1	Do you want to receive a quote for the 4888 N. Stone Ave. building that is coming online in Q1 of 2026?
Response	No, this location will not be included in this RFP.
Question #2	For the weekly & monthly meetings with El Rio Health Facilities & Transportation Senior Manager & Supervising Manager of janitorial staff, will these meetings take place at every location each week/month?
Response	Weekly updates will be required from vendor in addition to meeting with Senior Manager once a month and site visits as appropriate.
Question #3	Regarding the day porters from 12pm-5pm + evening janitorial service, will each location follow the same format and schedule?
Response	Please follow “staff to square footage” and ratio in RFP.
Question #4	In exhibit B, the day porters are listed as working from 1pm-5pm instead of 12pm- 5pm. Which is the correct shift time you are looking for?
Response	Please reference “staff by location and hours” attachment.
Question #5	The current hours that Jani-King provides day porters for, are different from what you’re requesting. Who will be servicing areas such as restrooms in the morning prior to 12pm/1pm?
Response	Please reference “staff by location and hours” attachment.
Question #6	In exhibit B, there is no damp mopping of offices, exam rooms, conference rooms or lab/treatment rooms. Will the damp mopping be handled by someone else going forward?
Response	No, it will be part of the janitorial staff duties.
Question #7	In some of the locations we currently service, we provide our own equipment. In the event we are awarded the contract, will new equipment be provided too us to replace our own pieces that we have in place at those locations?
Response	No, replacement equipment will not be provided.
Question #8	Under the Detailed Objective and Solution Requirements section, the day porter hours are broken down and it stipulates those hours are for applicable locations. Which locations are applicable in this context?

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Response	Please reference “staff by location and hours” attachment.
Question #9	Will this RFP constitute a 1-year or multi-year agreement?
Response	This will be a multi-year contract with more information to be shared during the site visits.
	Vendor #2
Question #1	What is the current contracted value of these services?
Response	This information will not be shared at this time.
Question #2	Please provide a starting address for the site visits scheduled for April 2025 at 9am MST.
Response	Please see the RFP addendum that was posted on the El Rio website on 4/1/25. https://elrio.org/about/rfps/
Question #3	I do not see a pricing sheet provided in the RFP documents. How would you like us to display our pricing? Would you like a price per facility or as a lump sum?
Response	Price by location with a grand total sum is preferred.

Updated Q&A

Question #1	Pascua Yaqui is not on the "Staff by Location" sheet that was provided, has that been removed from the RFP?
Response	Yes
Question #2	For the Health on Broadway, Health on University and University locations on the hours provided it says 1 day porter/evening worker 5 hours, is that just one person total or 1 person each position for 5 hours?
Response	One person each for 5 hours
Question #3	For pricing is an excel spreadsheet made into a PDF an acceptable submission?
Response	Yes
Question #4	If awarded the contract, can we schedule onsite training for our staff on the weekend prior to the start date?
Response	Yes. Please explain in your RFP response how you would go about this process.



Staff by Location and Hours

Location	Staff	Hours	Days
Manning I	1 day porter	8	Mon-Fri
	4 evening workers	3	Mon-Fri
Manning II	1 day porter	8	Mon-Fri
	4 evening workers	3	Mon-Fri
	1 day porter	3	Sunday
Congress -Gomez	2 day porters	8	Mon-Fri
	8 evening workers	3.25	Mon-Fri
	1 day porter	8	Saturday
Congress-Peds/Dental	1 day porter	8	Mon-Fri
	4 evening workers	3.25	Mon-Fri
	1 day porter	4	Saturday
Cherrybell	2 day porters	8	Mon-Fri
	6 evening workers	3.5	Mon-Fri
El Pueblo	1 day porter	8	Mon-Fri
	4 evening workers	3.5	Mon-Fri
	1 day porter	8	Saturday
Southwest	1 day porter	8	Mon-Fri
	3 evening workers	3.25	Mon-Fri
Northwest	1 day porter	4	Mon-Fri
	3 evening workers	3	Mon-Fri
Southeast	1 day porter	8	Mon-Fri
	4 evening workers	3	Mon-Fri
Health on University	1 day porter/evening worker	5	Mon-Fri
University	1 day porter/evening worker	5	Mon-Fri

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Location	Staff	Hours	Days
Health on Broadway	1 day porter/evening worker	5	Mon-Fri
	1 day porter	3	Saturday
OB/GYN	2 evening workers	3.25	Mon-Fri
Center of Opportunity	1 evening worker	3	Mon-Fri
Grant	1 day porter	8	Mon-Fri
	3 evening workers	3.5	Mon-Fri
	1 day porter	5	Saturday
Abrams	1 day porter	8	Mon-Fri
	3 evening workers	3.5	Mon-Fri

*Updated 4/7/25 to include **BOLD** items*