Q. Is the training room ever opened with the wall in middle to form one big room?
A. Yes, we will open the wall to create one big meeting room/space for special events.

Q. There are 2 janitorial closets – do they both have slop sinks?
A. Yes both have slop sinks.

Q. Who is the current contract for cleaning the space with?
A. All Janitorial Services has the contract and have been cleaning the space for 4-5 years since we moved in.

Q. What about the recycling? Do we need to empty the small bins at the desk and the large receptacles throughout building?
A. The big recycling bins are emptied weekly by our Facilities area. The employees are each responsible for emptying their small recycle bins at the desks.

Q. What all trash needs to be emptied daily?
A. All small trash cans at all offices and cubicles, the larger trash receptacles in all break/kitchen areas and trash cans that are located outside at the entry way of the buildings. We have large trash receptacles behind building for trash pick-up by city.

Q. What all paper products are provided?
A. We will provide all paper products that our employees use ie: toilet paper, paper towels, soap and sanitization products. We do not provide paper products that are needed for cleaning ie: paper towels, rags, trash bag liners, cleaning supplies.

Q. What about the outside windows? Entrance windows?
A. The contracted vendor will be responsible for cleaning the entrance windows inside glass only at all entrances and inside windows mainly in office space as needed. No exterior windows are included in this cleaning contract.

Q. How many employees are at the location?
A. 130 employees are currently employed at location.

Q. As far as floor care there was nothing mentioned in the RFP regarding waxing, stripping the hard floors.
A. Shampooing carpet and regular cleaning of all the hard floor spaces is all that is required. No stripping or waxing of any floors.

Q. What is the square footage of carpet vs hard floors?
A. We are attempting to get this information from our facilities area, however at this time all we have is the total square footage of space (29,222 square footage). Please refer to the Appendix I Specifications regarding more information about what is all included in this space.