



City of Doral

ITN 2025-12

City Facilities Custodial Services

Addendum No. 4

June 30, 2025

The original Invitation to Negotiate (ITN) documents shall remain in full force and effect, except as modified herein, which shall take precedence over any contrary provisions in the prior documents.

The following are answers to questions from prospective proposers of ITN-2025-12.

1. Q. Is the sq. ft. provided for each building per floor or entire building?
A. Entire building.
2. Q. Can you please provide surface type and sq. ft. for each per building such as (VCT, Carpet, Ceramic Tile, LVT, Concrete, Wood, etc.)
A. Sq. Ft of all spaces and surfaces:
 - Government center- 40,000 sq. ft., carpet, 5,000 sq. ft. LVT, 5,500 sq. ft. ceramic/ marble
 - TC- 8,500 sq. ft. VCT, 1,650 sq. ft. ceramic;
 - PD- 15,000 sq. ft. VCT, 4,000 sq. ft. carpet, 5,400 sq. ft. ceramic
 - PW Warehouse- 4,100 sq. ft. ceramic/ polished concrete
 - Doral Central Community Center 30,000 sq. ft. interior space of epoxy,
 - Carpet 3,000 sq. ft. 1,200 sq. ft. Wood
3. Q. For the Aquatic Center Water Park, what are the sizes and floor type for the Restrooms how many.
A. Epoxy 2,678 sq. ft. in Aquatic Center and 1,800 sq. ft. in Water Park.
4. Q. For Doral Legacy Park Community Center, any cleaning to be done on (13,240 sq. ft.) of the Basketball Gym and if yes how often.
A. No cleaning is required of the Basketball Court.
5. Q. What is your current janitorial service contract amount and provider.
A. Current vendor is Euleen Group (former USSI) servicing only GC, PD, PWW and TC, amount \$150K annually + on demand services (windows cleaning, post construction cleaning, porter services).

For Central Park, the City is paying \$44,844.33 monthly.

6. Q. On section 3.54 Supplies pg. 44, you mention that we need to provide (Sanitary Napkins) or did you mean (Feminine Wax Coated Trash Bags).

A. **In women bathrooms we do have dispensers for pads and tampons. Provider will be collecting funds, reimbursed for expenses.**



7. Q. How many employees are at each building to be serviced?

A. **Employees at each building are as follows:**

- **Government center - 150 employees and 150 visitors on average daily**
- **Training Center - 20 employees and 50 visitors on average daily**
- **Police Department - 100 employees and 50 visitors on average daily**
- **PW warehouse - 40 employees**

8. Q. Who is/are the incumbent(s)?

A. **Present custodial service providers include:**

- **Eulen Group – Government Center, Doral Police Department, Police Department Training Center, and Public Works Warehouse**
- **SFM – Central Park**

9. Q. ITN Bid Bond, can we provide a scanned bid bond and include it in the electronic submission?

A. **No. Bid Bond for the ITN MUST be delivered to the City Clerk's Office in a sealed envelope before the date and time of the ITN bid opening. Proposer/bidder shall provide the ITN No., and the proposers/bidder's name and contact information on the outside of the sealed envelope.**

10. Q. Would you need pressure cleaning of the windows, perhaps once a year?
- A. **As an additional service , please provide price in extra service rates page.**
11. Q. Could you share the current staffing levels by location (i.e., number of porters and supervisors per site)?
- A. **GC- 3 porters, PD & PWW- 2 porters , TC- one porter. All locations are under one supervisor.**
12. Q. Are you able to confirm the total monthly hours the City is currently being billed for by both custodial contractors? If available, a breakdown by location (total hours, days, number of staff, and supply costs) would be very helpful.
- A. **GC- 3 porters 5 hours, PD & PWW- 2 porters 3 hours, TC- one porter 2 hours + one supervisor x 5 days a week -\$150K annual.**
13. Q. Under Section 3.3 Emergency/Disaster Performance, can you confirm if the language in Section 3.52 means that the City of Doral must be serviced first by the awarded contractor in the event of a natural disaster?
- A. **The City of Doral is expecting priority.**
14. Q. Will there be a transition period between the outgoing vendor and the awarded contractor? If so, what is the expected duration and overlap procedure
- A. **We are not expecting any overlapping of services.**
15. Q. Are there any minimum staffing ratios expected by the City for each facility beyond the quantities mentioned (e.g., porters per square foot or by foot traffic)?
- A. **Minimum for FM- GC- 3 porters 5 hours, PD & PWW- 2 porters 3 hours , TC- one porter 2 hours + one supervisor x 5 days a week.**
16. Q. In case of emergency response requirements (referencing Sections 3.3 and 3.51), what is the expected response time for mobilization?
- A. **We are expecting cleaning personal (if requested) four hours after emergency cleared by County or City officials.**
17. Q. Who was the last contractor awarded this contract, and what was the awarded amount?
- A. **Refer to response to Question No. 8.**
18. Q. What is the total square footage of the areas we will be servicing under this contract? (Doral Aquatic Center project)
- A. **Refer to response to Question No. 2.**

19. Q. Can the city provide an official matrix listing daily, weekly, monthly and annual cleaning tasks for each building.
- A. **Refer to ITN scope of service page.**
20. Q. Turnaround time for the background check provided by the city's Police Department?
- A. **One week.**
21. Q. Can cleaning crews work unescorted in restricted Police Department areas?
- A. **Once background checks are done and passed, authorization will be provided.**
22. Q. Does the city have a list of heavy equipment (auto-scrubbers, burnishers) provided by the city?
- A. **There is no equipment provided by the city, all equipment and supplies are to be provided by the service provider.**
23. Q. Can the city provide target SLA for responding to corrective-cleaning requests or work-orders?
- A. **One week.**
24. Q. Can the city confirm that variable billing for additional events or emergency hours is acceptable?
- A. **Yes.**

Additional responses to questions will be provided in subsequent issued Addendum(s).

If you should have any questions regarding this addendum, please do not hesitate to contact roman.martinez@cityofdoral.com.

Sincerely,

Roman Martinez, MBA, CPPO, CPPB
Procurement and Asset Management Director