



Office of the Vice President
and Chief Financial Officer
Procurement Services
<https://procurement.ufl.edu/>

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June 7, 2019

ADDENDUM #2 to the University of Florida ITN20NH-101 Janitorial Services scheduled to be opened on **June 13, 2019 3:00 PM** at the University of Florida, Elmore Hall Conference Room, Radio Road, Gainesville, Florida.

This addendum shall be considered part of the Contract Documents for the above mentioned **ITN20NH-101** as though it had been issued at the same time and incorporated integrally therewith. Where provisions of the following supplementary data differ from those of the original document, this addendum shall govern and take precedence. All other terms, conditions, and regulations will apply.

This addendum consists of:

- Answers to additional questions asked prior to the deadline of 5pm, May 30, 2019.

Sincerely,

Nicola Heredia, Associate Director
Procurement Services

Please acknowledge receipt of Addendum #1 by signing below, and returning this addendum with your proposal. Failure to include addendum with your proposal may result in rejection.

Signature

Company Name

Company Address

City/State/Zip

Responses to questions submitted for UF's ITN Florida ITN20NH-101 Janitorial Services

General Questions

Q1. Has there been a mandatory site visit scheduled?

A1. Not at this phase of the process.

Q2. What type of documentation is required to support the answers provided to each of the questions on the phase 1 questionnaire?

A2. For documentation regarding length of experience, and registration and licensing, we require active status with the Florida Department of State, Division of Corporations (sunbiz.org).

For documentation regarding experience (length, childcare environment, Jessica Lunsford background check environment) please provide a listing of contracts held (at least 3), along with the start dates/term and contact information (including phone number and email if available) for each type of environment worked in.

For questions regarding the background check requirements, please provide information showing the type of check performed, who at the company is cleared, and whether staff that would be on site have received background checks.

Please provide a listing of equipment that is held by any office/franchisee that would be performing the service.

Please indicate whether the office/franchisee that would be performing the work currently has the staffing level that would be anticipated to meet the need of the scope of work provided. If not, indicate how that level could be reached and a timeline.

For bonding and insurance requirements, please provide a copy of the certificates currently held for review. Clarifications will then be sought if necessary.