



## **Addendum to Request for Qualifications, Affirmations, and Bids**

### **PABC Janitorial Services**

Date: April 17, 2024

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The following are responses to questions received on the Request for Qualifications, Affirmations, and Bids for Janitorial Services, and should be considered for any proposals to be submitted.

1. Q. The prime I'm working with is not an MBE but I am. We team together on various projects. Can a sub be the MBE on this contract instead of the Prime? If so, what documents are needed to meet the requirements or is it just a notation in Attachment 1?

*A. Please contact the Small and Minority Business Advocacy & Development (SMBA-D), for questions regarding the MBE/WBE .*

*Small Business Resource Center  
3000 Druid Park Drive - Suite 3000B  
Baltimore, Maryland 21215  
Phone: (410) 396-3818  
Fax: (410) 396-5136*

*<https://smba-d.baltimorecity.gov/smba-d/contact>*

2. Q. Percentage to give to MBE 13.5% and WBE 5%. If our company is MBE and WBE and certified with the City of Baltimore, do we still have to give the percentage to another MBE and WBE?

*A. Please contact the Small and Minority Business Advocacy & Development (SMBA-D), for questions regarding the MBE/WBE . See answer to question #1 for contact details.*



3. Q. How many workers do you require?

*A. Contractor staffing is solely determined by the company, hours of service, and the ability to satisfactorily complete the janitorial services described in the scope of services, SECTION II - SCOPE OF SERVICES beginning on page (6) of the RFQAB.*

4. Q. What was the last awarded amount? If applicable?

*A. This facility is new to us and this our first RFP for this service at our new location. Past costs are not relevant because they were for a different office. Service has been performed on a temporary basis for several months as a carry-over from our former office. That said, the last awarded amount was \$ 27,514.20, annually for a (2) two-year agreement with two (2) options for one (1)-year extension.*

5. Will the bid be awarded to just one Contractor?

*A. Yes. The janitorial services contract will be awarded to (1) vendor.*

6. Could you please provide the pricing details from the previous contract for the cleaning services? I am interested in understanding how the costs have evolved and what factors influenced any changes in pricing. Please find my contact information below.

*A. Please see the answer to question #4 of the Addendum. The prior janitorial contract expired, and services were extended to our new and larger facility at 211 N. Paca Street.*

7. I would like to know if my subcontractor can be the MBE on this contract. If so, what documents are required? Also, would you kindly provide additional guidance.

*A. Please contact the Small and Minority Business Advocacy & Development (SMBA-D), for questions regarding the MBE/WBE. See answer to question #1 for contact details.*

**End of Addendum**