



County of El Paso Purchasing Department  
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## ADDENDUM 2

**To:** All Interested Proposers  
**From:** Linda Mena, Inventory Bid Technician  
**Date:** July 7, 2009  
**Subject:** Bid # 09-056, Janitorial Services for the County Courthouse

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The Purchasing Department received questions relating to the above referenced proposal; the response to the following question:

1. Would it be possible to get copies of 8.5 by 11 floor plans for each floor?

The County does not allow the distribution of prints for security reasons. Full size prints may be viewed by the vendor between 8:30 am and 4:30 pm Monday through Friday.

2. Can the proposer just bid on alternate # 3 if they choose not to bid on alternate's 1 and 2?

Yes.

3. How many private restrooms are there that will require paper products and other related restroom supplies to be provided by the proposer?

Vendor may take a count of restrooms during the walk through or view the prints between 8:30 am and 4:30 pm Monday through Friday.

4. Will sanitary napkins be included in the supplies to be provided?

The Vendor will be responsible for supplying the machines, and therefore is entitled to the money collected.

**5. What holidays are observed by County?**

Holidays are set each Fiscal Year by the El Paso County Commissioners Court around, usually around the late September.

Typical holidays are:

Veteran's Day  
Thanksgiving Thursday & Friday  
Christmas Eve & Christmas Day  
New Year's Eve and & New Year's Day  
Martin Luther King  
President's Day  
Cesar Chavez  
Good Friday  
Memorial Day  
Juneteenth  
4<sup>th</sup> of July  
Labor Day

**6. Will the proposer be required to provide air fresheners refills for wall mounted battery operated machines that releases a mist every half hour?**

Yes, but only where they are currently installed in four public restrooms: men's and women's on the 1<sup>st</sup> and 3<sup>rd</sup> floors. The County will supply the batteries.

Departments who have air fresheners in their offices or private restrooms are required to pay for their own supplies of air fresheners and batteries.

**7. Will the proposer be required to furnish urinal blocks or screens?**

If the Vendor can keep the urinals clean enough and odor free enough that they are not necessary, then no. However, if we receive complaints and the most cost-effective solution is to use urinal screen/blocks, then yes.

**8. There is a minimum wage increase on 7/24/09. Should this bid pricing include the minimum raise?**

Yes. The bid will probably not be awarded until after the effective date of the minimum wage increase, so it would probably be best to factor that in.