



City of Raleigh

Request for Proposals #: 274-ESIFS-Janitorial Services-2025

Title: Addendum #3

Proposal Due Date and Time: Thursday, April 17, 2025, 4:00 p.m.

ADDENDUM NO. #3

Issue Date: Friday, April 11, 2025

Issuing Department: Engineering Services- Integrated Facility Services
Direct all PRCR inquiries concerning this RFP to:

Kira Stewart
Recreation Superintendent
Kira.Stewart@raleighnc.gov

City of Raleigh
Addendum #3 to RFP 274-ESIFS-Janitorial Services-2025

Issue Date:

To: All Proposers

This Addendum, containing the following additions, clarifications, and/or changes, is issued prior to receipt of proposal packages and does hereby become part of the original RFP documents and supersedes the original RFP documents in case of conflict.

Receipt of this addendum must be acknowledged by signing in the area indicated below. Please make the follow additions, clarifications, and/or changes to the RFP as listed below and **sign and return this addendum with your proposal package.**

This Addendum provides answers for PRCR Groups of facilities:

Group 1: Community Center Day Porter Sites

Group 2: Recreation Sites

Group 3: Outdoor Recreation Sites

Group 4: Natural Resource Sites

Group 5: Historical Sites

Group 6: Special Park Sites

Questions

1. What is the budget for this RFP?

It is not pre-determined and will depend on the bids received.

2. Can you share the previous contract value?

The executed contract for the Raleigh Parks sites was \$678,549

3. Are there any facilities that are going to increase/reduce their porter hours compared to the RFP?

No

4. How will requests outside of the contract be priced and awarded? Ie. Exterior window cleaning, pressure washing sidewalks etc.

For Parks, we will ask for a quote outside of the contract if we are looking for services outside of the contract.

5. Can you provide the number of porters per shift required to perform the services per location?

For Parks sites, 1 porter per shift per site.

6. What are the current costs for strip and wax per location?

The cost is incorporated into the site pricing; it is not itemized out.

7. Are all dispensers (paper toilet, soap, etc.) already installed in each facility?
Yes - paper and soap products must be designed to fit existing dispensers as stated in the RFP.
8. If dispensers need replacement, who's financially responsible?
For Parks sites, the City is responsible.
9. How many restrooms are there in each facility?
It varies - for Parks sites, these are public spaces and so there will be multiple restrooms per building (average is 3-8 each of men's and women's)
10. With providing consumables such as paper and soap being within the contract scope, can you provide the headcount per building to help provide the most accurate pricing?
No, we cannot.
11. With regular floor care such as strip and wax being within the contract scope (according to our site visit conversations), is there a breakdown of square footage per floor type per building to help provide the most accurate pricing?

Please see charts below. Highlighted in green are sites that have linoleum floors that will need to be stripped and waxed. With estimated amount of square footage of this type of flooring. The rest of the sites have carpet or some other surface that doesn't need strip/wax.

GROUP 1: Day Porter Sites	Address	Frequency of Cleanings	Square Footage	Hours Onsite (Non-Summer)	Hours Onsite (Summer)	
Abbotts Creek Community Center	9950 Durant Road, 27614	Day Porter - 7.5 hrs/day	26500	6am-2pm (w/ lunch)	6am-2pm (w/ lunch)	approx. 10000 sq ft
Biltmore Hills Community Center	2615 Fitzgerald Drive, 27610	Day Porter - 7.5 hrs/day	14972	7am-3pm (w/ lunch)	6am-2pm (w/ lunch)	approx. 8000 sq ft
Brier Creek Community Center	10810 Globe Road, 27617	Day Porter - 7.5 hrs/day	23509	6am-2pm (w/ lunch)	6am-2pm (w/ lunch)	approx. 3500 sq ft
Five Points Center for Active Adults	2000 Noble Road, 27608	Day Porter - 7.5 hrs/day	20000	7am-3pm (w/ lunch)	7am-3pm (w/ lunch)	
Green Road Community Center	4201 Green Road, 27604	Day Porter - 7.5 hrs/day	24875	7am-3pm (w/ lunch)	6am-2pm (w/ lunch)	approx. 3000 sq ft
John Chavis Community Center	505 Martin Luther King Jr. Blvd., 27601	Day Porter - 7.5 hrs/day	32000	7am-3pm (w/ lunch)	6am-2pm (w/ lunch)	approx 1200 sq ft
Lake Lynn Community Center	7921 Ray Road, 27613	Day Porter - 7.5 hrs/day	25805	6am-2pm (w/ lunch)	6am-2pm (w/ lunch)	approx. 3000 sq ft
Laurel Hills Community Center	3808 Edwards Mill Road, 27612	Day Porter - 7.5 hrs/day	25473	7am-3pm (w/ lunch)	6am-2pm (w/ lunch)	approx. 3000 sq ft
Marsh Creek Community Center	3050 N. New Hope Road, 27604	Day Porter - 7.5 hrs/day	24000	7am-3pm (w/ lunch)	10am-6pm (w/ lunch)	approx. 10000 sq ft
Method Road Community Center	514 Method Road, 27617	Day Porter - 7.5 hrs/day	26831	7am-3pm (w/ lunch)	6am-2pm (w/ lunch)	approx 25000 sq ft
Roberts Park Community Center	1300 E. Martin Street, 27610	Day Porter - 7.5 hrs/day	11726	7am-3pm (w/ lunch)	6am-2pm (w/ lunch)	approx 10000 sq ft

GROUP 2: Recreation Sites	Address	Frequency of Cleanings	Square Footage	When will cleaner be onsite?	
Anne E. Gordon Active Adult Center	1901 Spring Forest Road, 27615	5 days/week	4484	Monday-Friday (after close)	
Greystone Community Center	7713-55 Leadmine Road, 27615	5 days/week	9600	Monday-Friday (after close)	apprx. 3500 sq ft
Hill Street Neighborhood Center	2307 Hill Street, 27604	5 days/week	4796	Monday-Friday (after close)	
Kiwanis Neighborhood Center	2525 Noble Road, 27608	5 days/week	3140	Monday-Friday (after close)	apprx. 3000 sq ft
Millbrook Tennis Center	1905-B Spring Forest Road, 276015	5 days/week	2000	Monday-Friday (after close)	
Peach Road Cultural Center	911 Ileagnes Road, 27603	5 days/week	3521	Monday-Friday (after close)	
Ralph Campbell Neighborhood Center	756 Lunar Drive, 27610	5 days/week	4631	Monday-Friday (after close)	
Sanderford Road Neighborhood Center	2623 Sanderford Road, 27610	5 days/week	3642	Monday-Friday (after close)	apprx. 1500 sq ft
Sgt. Courtney T. Johnson N'hood Center	1801 Proctor Road, 27610	5 days/week	3172	Monday-Friday (after close)	approx. 3000 sq ft
Walnut Creek Athletic Complex	1201 Sunnybrook Road, 27610	5 days/week		Monday-Friday (before 3pm)	
Walnut Terrace Active Adult Center	1256 McCauley Street Ste, 126, 27601	5 days/week	1200	Monday-Friday (after close)	
Eastgate Neighborhood Center	4200 Quail Hollow Drive, 27609	3 days/week	2600	Mondays/Wednesdays/Fridays	
Glen Eden Neighborhood Center	1500 Glen Eden Drive, 27612	3 days/week	3200	Mondays/Wednesdays/Fridays	apprx. 3000 sq ft
Brentwood Neighborhood Center	3315 Vinson Court, 27604	1 day/week	3172	Mondays	
Forest Ridge Outdoor Center	2100 Old NC Hwy 98, Wake Forest, 27587	1 day/week	2813	Mondays	
Powell Drive Neighborhood Center	740 Powell Drive, 27606	1 day/week	2600	Mondays	

GROUP 3: Outdoor Restroom Sites	Address	Square Footage	Notes
Anderson Point Park (small restroom)	20 Anderson Point Drive, 27610	310	
Anderson Point Park (large restroom)	20 Anderson Point Drive, 27610	390	
Baileywick Road Park	9501 Baileywick Road, 27615	480	
Biltmore Hills Park	2615 Fitzgerald Drive, 27610	390	
Brentwood Park	3315 Vinson Court, 27604	285	
Brier Creek Park	10810 Globe Road, 27617	645	
Buffaloe Road Athletic Park (front restroom)	5900 Buffaloe Road, 27616	390	
Buffaloe Road Athletic Park (back restroom)	5900 Buffaloe Road, 27616	265	
Cedar Hills Park	5600 Sweetbriar Drive, 27609	285	
Davie Street Park	910 E. Davie Street, 27610	323	Locked except for events
Eastgate Park	4200 Quail Hollow Drive, 27609	176	Locked in winter
Forest Ridge	2100 Old NC Hwy. 98, Wake Forest, 27587	400	
Honeycutt Park	1032 Clear Creek Farm Road, 27615	620	
John Chavis Park	600 Chavis Way, 27601	200	Locked in winter
Kentwood Park	4531 Kaplan Drive, 27606	265	
Kiwanis Park	2525 Noble Road, 27604	184	
Laurel Hills Park	3808 Edwards Mill Road, 27612	390	
Marsh Creek Park	3050 N. New Hope Road, 27604	320	
Martin Luther King Jr. Gardens Park	1215 Martin Luther King Jr. Drive, 27610	380	
Mary Belle Pate Park	2640 Sierra Drive, 27603	390	Locked except for events
North Hills Park	100 Chowan Circle, 27609	195	
Oakwood Park	910 Brookside Drive, 27604	225	
Powell Drive Park	470 Powell Drive, 27605	142	
River Bend Park	5610 Wallace Martin Way, 27616	285	
Roberts Park	1300 E. Martin Street, 27610	425	
Sanderford Road Park	2623 Sanderford Rd, 27610	285	Locked except for events
Spring Forest Road Park	4203 Spring Forest Road, 27616	425	
Williams Park	6601 Leadmine Road, 27612	405	

GROUP 4: Natural Resources Sites	Address	Square Footage	Frequency of Cleanings	Specific Cleaning Day	
Annie Louise Wilkerson - Visitor Center	5229 Awls Haven Drive, 27614	1600	1 day/week	Monday	
Annie Louise Wilkerson - Education Building	5229 Awls Haven Drive, 27614	4800	1 day/week	Monday	
Annie Louise Wilkerson - Outdoor Restrooms	5229 Awls Haven Drive, 27614	496	7 days/week	N/A	
Dix Park Maintenance Office	1003 Richardson Drive, 27603	900	2 days/week	Tuesdays and Fridays	
Durant Nature Preserve - Campbell Lodge	3237 Spottswood Street, 27614	4136	52 cleanings/year	As requested	
Durant Nature Preserve - Training Lodge	8305 Camp Durant Road, 27615	2173	1 day/week	Monday	
Durant Nature Preserve - Outdoor Restrooms	8305 Camp Durant Road, 27615	520	7 days/week	N/A	
Horseshoe Farms - Outdoor Restrooms	2900 Horseshoe Farm Road, 27587	216	7 days/week	N/A	
Marsh Creek Maintenance Facility	4115 Daly Road, 27604	5000	5 days/week	Mon-Fri	apprx. 3500 sq ft
Walnut Creek Wetlands Center	950 Peterson Street, 27610	5340	1 day/week	Monday	apprx. 4000 sq ft

GROUP 5: Historic Resources Sites	Address	Square Footage	Frequency of Cleanings	Specific Cleaning Day	
Borden Building	820 Clay Street, 27605	1500	1 day/week	Tuesdays	
City of Raleigh Museum	270 Fayetteville Street, 27601	600	2 days/week	Tuesdays and Fridays	
John P "Top" Greene Center	401 Martin Luther King Jr. Blvd., 27601	3888	5 days/week	Monday-Friday, during open hours	apprx. 3500 sq ft
Mordecai Historic Buildings	1 Mimosa Street, 27604	10450	1 day/week	Tuesdays	
Mordecai Visitor Center	1101 Wake Forest Road, 27604	4500	5 days/week	Monday-Friday, during open hours	
Mordecai Outdoor Restrooms	1 Mimosa Street, 27604	3200	7 days/week	N/A	
Moore Square - Norwood House	226 E Martin Street, 27601	1700	3 days/week	Mon/Wed/Fri	
Moore Square - Outdoor Restrooms	226 E. Martin Street, 27601	396	7 days/week	N/A	
Pope House	511 S. Wilmington Street, 27601	1250	1 day/week	Saturdays	
Tucker House	418 N. Person Street, 27601	1500	1 day/week	Tuesdays	

GROUP 6: SPECIAL PARK SITES	Address	Square Footage	Frequency of Cleanings	Specific Cleaning Day
Dix Park Chapel	1020 Richardson Drive, 27607	10500	5 days/week	Monday-Friday
Dix Park Cottage outdoor restrooms	830 Umstead Drive, 27605	480	7 days/week	N/A
Dix Park Gipson Play Plaza Restrooms				
Pullen Amusements - Welcome Center/Office	520 Ashe Avenue, 27606	4 days/week	2000	Mon/Wed/Thus/Sun - after closing
Pullen Amusements - Welcome Center Restrooms	520 Ashe Avenue, 27606	7 days/week	389	N/A - after closing
Pullen Amusements - Carousel/Carousel Restrooms	520 Ashe Avenue, 27606	7 days/week	889	N/A - after closing

12. What are the hours of operation to the public for the PRCR bathrooms?

While there is some minor variation, traditionally they are open 6am-9pm March-October and 6am-6pm November-February. We will provide a code for the cleaners so they can access afterhours. They are also permitted to clean the outdoor restrooms during hours that they are open to the public.

13. What are the consumable volumes per building? (Paper and soap)

We do not have any tracking to provide that information

14. Can we select the building groups we want to submit pricing for?

Yes

Kira Stewart
Recreation Superintendent

Sign below and return this addendum with your proposal.

Proposer Name & Company: _____ **Date:** _____

Signature: _____ **Title:** _____