



ADDENDUM #2

Request for Proposals
Janitorial Services
Solicitation No. 2026-1016

Originally Issued March 13, 2026

Addendum 2 – Issued April 23, 2026

To Offerors:

The following additions, deductions, changes and corrections to the proposal and specifications for the above referenced project shall hereby be incorporated into the work, and their affect on the proposal shall be reflected in the Offeror's proposal. Offerors shall also verify this fact by indicating the receipt of the addendum in their proposal.

QUESTIONS:

- 1 In the fee submission portion of the solicitation it requires us to charge for the removal of trash and bulk items by pricing it by the ton or pro rate it, and include a copy of the actual charges acrued at the disposal facility with the billing/invoice. This is not possible because we are not charged by the weight, but by the yard with a 3 yard minimum rate. How can this be resolved?
Provide the pricing by the Yard.
- 2 We would appreciate any additional details you can share for the full scope of work and technical specifications (beyond the summary provided).
Please review the scope and the attached representative janitorial checklist.
- 3 What is the anticipated contract term and renewal options. **This is provided in Section 5.0-Contract Terms of the RFP document.**
- 4 What is the estimated square footage or unit count for the CMHA properties included. **See attachment.**

1627 WESTERN AVENUE, CINCINNATI, OHIO 45214

Phone: (513) 333-0670 Fax: (513) 977-5606 TDD: (513) 977-5807 Website: www.cintimha.com

Equal Opportunity Employer, Equal Housing Opportunities

- 5 What is the submission deadline, required formats, and any pre-bid meeting or site-walk information. **The deadline is provided on page 1 of the RFP document. There is no required format. No pre-proposal meeting is planned for this solicitation. Proposers can view a couple of select properties on Friday April 24, 2026, per the attached schedule (highlighted in yellow).**

- 6 What are the preferred insurance levels, bonding requirements, and wage rates (if applicable). **Insurance requirements are explained in Section 12-Insurance of the General Terms and Conditions which are part of the RFP file. There are no bonding requirements. The wage rates are included in the Proposal Packet file.**

- 7 **Wage Requirements / Labor Standards**
 - Applicable Wage Determination: The solicitation includes two different wage references:
 - Service Contract Act (SCA) wage determination (with janitorial classifications), and
 - A Maintenance Wage Rate Recommendation that does not include janitorial classifications

Can CMHA confirm:

- Which wage determination applies to this contract?
- If SCA applies, should janitorial staff be classified under Janitor (e.g., SCA category) and supervisors under a separate classification?
- If the Maintenance Wage Rate Recommendation applies, what classification should janitorial staff fall under?

- Mandatory vs. Reference Rates

Are the wage rates included in the RFP mandatory minimums or guidance only?

See the Fee Submittal Form which indicates the SCA rates for services for which an hourly rate is required (page 4 of 6 of the form). Relevant SCA rate documentation is included as an attachment to the form. SCA rates for this solicitation will prevail.

8 Budget Alignment with Wage Increases

- Budget Adjustments for Wage Increases: The current Ohio minimum wage is \$11.10/hour, while the SCA janitorial rate included in the packet is significantly higher (e.g., \$16.89/hour plus Health & Welfare fringe). Given that:

- The site budgets appear consistent with prior contracts, and
- The labor expectations now reflect higher wage requirements

Can CMHA confirm:

- Whether site budgets have been adjusted to reflect these increased labor costs?
- If not, how CMHA expects contractors to reconcile higher mandated wages within existing budget constraints?

Yes. We expect that professional companies that we contract with to develop efficiencies to manage operational costs internally.

9 Contract Structure & Pricing

- Pricing Model Confirmation: The fee structure appears to require firm fixed pricing (monthly/weekly), not hourly rates
 - Can CMHA confirm that all routine services must be priced as fixed rates, with hourly rates only applicable to emergency or specialty services? **For speciality services and emergencies outside of the listed properties.**

- Scope vs. Budget Feasibility

Given the detailed daily scope (including stairwells, grounds, trash handling, and common areas) ,

- Has CMHA established any minimum staffing assumptions or expected labor hours per property to guide pricing? **No, the contractor is responsible for making those determinations.**

10 Assignment & Work Allocation

- Assignment Methodology

The RFP indicates work will be assigned at CMHA's discretion based on factors such as quality, availability, and timeliness

- Will pricing competitiveness be a primary factor in assignment decisions? **CMHA will take all factors into consideration: Cost, Past Performance and Experience, Skill and Capacity to determine assignments.**
- Will assignments be distributed evenly among awarded vendors, or based solely on property manager selection?

Assignments are made using a best-value approach that considers cost, past performance, experience, skill, and capacity for the specific assignment. For this reason an even distribution cannot be guaranteed. Property management input is included to support operational needs, but all decisions align with Asset Management SOPs and procurement standards to ensure fairness and consistency.

11 Operational Clarifications

- Cleaning Schedule Expectations
The scope indicates work begins at 6:00 AM and must be completed by 12:00 PM
 - Is this schedule consistent across all properties, or can property managers modify service hours? **Hours can be modified based on operational needs and performance requirements.**
- Staffing Requirements
 - Is there a minimum staffing requirement per site, or is staffing left entirely to contractor discretion? **There are no staffing requirements. Contractor is responsible for ensuring quality, consistency and the scope is accomplished in its entirety.**
- Performance Monitoring
 - Beyond the stated survey threshold (65% satisfaction), are there formal performance scorecards or KPIs used to evaluate contractors? **No, not at this time.**

11 Historical & Benchmark Data

- Prior Contract Insights
 - Can CMHA provide the prior contract wage structure and staffing assumptions used to support existing budgets?
 - Were prior contractors operating under SCA wage requirements?



The average rates quoted under the current contract are provided below. These quotes were on a fixed price per service.

Stanley Rowe \$12,265.71

Beechwood \$5,776.53

Maple Towers \$5,403.43

President \$4,554.86

Redding \$4,877.87

AMP 201 \$151.59

AMP 202 \$216.39

AMP 203 \$63.78

AMP 204 \$67.71

AMP 205 \$66.29

AMP 206 \$57.92

AMP 207 \$54.70

AMP 208 \$104.55

*****END OF ADDENDUM TO DATE 4/23/26*****

1627 WESTERN AVENUE, CINCINNATI, OHIO 45214

Phone: (513) 333-0670 Fax: (513) 977-5606 TDD: (513) 977-5807 Website: www.cintimha.com

Equal Opportunity Employer, Equal Housing Opportunities

**SCATTERED SITES/ GROUNDS
MAINTENANCE JANITORIAL CHECKLIST**

WEEK OF: _____

LOCATION	MON	TUES	WEDS	THURS	FRI
Grounds/ Building Exterior					
Pick up trash in parking lot, around building (back of building included) and fence line					
Empty/ Clean the exterior garbage cans					
Pick up trash on the patio area					
Empty/ Clean the ashtrays					
Pick up trash can area					
Tires/Large items are to be place by garbage toters and manager notified for proper disposal					
COMMENTS:					

Lobby/Foyer/Ground Floor					
Dust/clean furniture and fixtures					
Clean windows and sills					
Remove old tape or worn signs (give to manager)					
Clean the front doors					
Vacuum lobby rugs					
Clean water fountain					
Clean off intercom box and directory					
Sweep and Mop the floors					
Wipe down wall					
COMMENTS:					

Elevators					
Clean ground floor elevator doors					
Clean interior walls, control panel and handrails					
Dust elevator exhaust fan					
COMMENTS:					

Public Bathrooms					
Clean sink					
Clean toilet					
Clean and polish all chrome fixtures					
Empty/ Clean trash can					
Stock toilet paper, paper towels, air freshener and hand soap					
Sweep and Mop floors					
COMMENTS:					

Recreation Room/ Pool Room					
Empty /Clean trash cans include wall behind trash can					
Clean doors, table tops, window ledges					
Sweep and mop floors					
Clean front and tops of Vending Machines					
COMMENTS:					

Hallways					
Check lighting and replace bulbs					
Wipe down stairwell doors					
Wipe down the benches					
Clean exterior of Elevator Doors					
Clean balconies and patio seating areas on each floor					
Sweep and Mop the floor					
Wipe and clean behind hand rails					
Empty and clean garbage cans on each floor					
COMMENTS:					

Trash Chute Rooms/ Compactor					
Run trash compactor and move to outside as needed					
Spray down compactor room with Enzyme					
Remove any trash in the room					
Clean the exterior of the chute					
Remove any trash in the room					
Clean up any spills on the walls and baseboards					
Sweep and Mop the floor					
COMMENTS:					

Laundry Room					
Clean the front and sides of the washers and dryers					
Clean the wall behind the garbage cans					
Empty/Clean Trash Cans					
Clean table tops					
Clean out the utility sink					
Dust off heater					
Sweep and Mop the floor					
COMMENTS:					

Elevators/ Stairwells					
Clean signage and chrome around the elevator and within the cab					
Dust/clean vent					
Remove and clean up trash and/or spills					
COMMENTS:					

High-Rise Buildings	Unit Count	Site Visits	Meeting Location
Stanley Rowe - 1621 Linn St, Cincinnati, OH 45214	208		
Stanley Rowe - 835 Poplar St, Cincinnati, OH 45214	150		
Maple Towers - 601 Maple Ave, Cincinnati OH 45229	120	4/24/206 @ 9am	Meet at front entrance
President - 784 Greenwood Ave, OH 45229	96		
Redding - 3700 Reading Rd, OH 45229	100		
Scattered Sites	Unit Count		
AMP 201 Scattered Sites – Central			
3471 Fernside Pl	11		
4048 Ledgewood Dr	12		
76 E Galbraith Rd	8		
1726 Race St	7		
1716 Race St	7		
1708 Race St	7		
130 E McMicken Ave	3		
1714 Race St	2		
2455 E Galbraith Rd	8		
5492 Bosworth Pl	4		
5496 Bosworth Pl	4		
AMP 202 Scattered Sites- Far Southeast			
6351 Beechmont Ave	33	4/24/2026 @ 11am	Management Office located at 6349 Beechmont Ave
6347 Beechmont Ave	33		
1316 Crotty Ct/1332 Plazaview	14	Clarified address	
AMP 203 Scattered Sites- Southeast			
5012 Ebersole Ave	4		
5016 Ebersole Ave	4		
5020 Ebersole Ave	4		
7370 Shawnee Run Rd	4		
7380 Shawnee Run Rd	4		
2377 Madison Rd	10		
2379 Madison Rd	10		
2381 Madison Rd	4		
1817/1819 Mears Ave	10	Clarified address	
3304 Mowbray Ln	4		
3308 Mowbray Ln	4		
2891 Linwood Ave	4		
2895 Linwood Ave	4		
2899 Linwood Ave	4		
3842 Hyde Park Ave	4		
600 Torrence Lane	10		
3021 Kinmont Ave	4		
3027 Kinmont Ave	4		
3046 Alpine Terrace	4		
3676 Ashworth Drive	3		
2538 Woodburn Ave	3		

AMP 204 Scattered Sites- North	
437 Springfield Pike	4
3318 Fortney Ln	4
8946 Blue Ash Rd	4
6312 Montgomery Road	8
6318 Montgomery Road	4
6324 Montgomery Road	8
AMP 205 Scattered Sites- Far Southwest	
586 Claymore Ter	5
598 Claymore Ter	5
4605 Foley Rd	5
28 E Main St	5
3920 Florence Ave	4
AMP 206 Scattered Sites- Southwest	
2554 Westwood Northern Blvd	4
2329 Harrison Ave	12
3206 Gobel Ave	4
3110 Bracken Woods Ln	4
3345 Sherlock Ave	4
AMP 207 Scattered Sites- Northwest	
6090 Belmont Ave	4
6092 Belmont Ave	4
2547 W North Bend Rd	4
3271 Gayway Ct	4
7273 Boleyn Dr	4
6614 Cheviot Rd	5
36 Anderson Ferry Road	12
2750 Losantiville Avenue	4
2747 Cypress Way	4
5621 Ridge Road	4
5721 Cheviot Rd	4
3333 North Bend Rd	4
AMP 208 Scattered Sites- Avondale/Walnut Hills	
420 Glenwood Ave	20
2106 Sinton Ave	13
418 Kasota St	7
Administrative Office Cleaning	
Millvale -3357 Beekman, Cincinnati, OH 45225	Unit Count N/A
Winton Terrace -4848 Winneste Ave., Cincinnati, OH 45232	N/A
Findlater Gardens - 595 Strand Lane, Cincinnati, OH 45232	N/A