

RFP# 02012024-2 Janitorial Questions

1. Will the questions and answers be posted or published anywhere on your website?
A1: Website, <https://www.ulbroward.org/procurement> (ulbroward.org)
2. Is the current Janitorial contract posted as public records?
A2: No.
3. How many staff members are you currently using to cover the shifts 7:30 am – 11:30 am and 12:30 pm – 8:30 pm? **A3: See below, page 20 of the RFP which is more than staff. The average staff only onsite daily is about 60.**
4. Can you provide average supply inventory levels based on past reports?
A4: The average monthly order of general janitorial supplies listed below does not include any supplies for the quarterly maintenance such as floors, etc.
5. Can you provide the Living Wage ordinance that this contract will be subject to? **A5: See attached below, <https://www.broward.org/Purchasing/Pages/LivingWageOrdinance.aspx>**
6. Can you clarify insurance requirements? **A6: See attached below.**
7. What is the anticipated start date of this contract? **A7: April 1st, 2024.**



**YOUR RIGHTS UNDER THE BROWARD COUNTY
LIVING WAGE ORDINANCE
LIVING WAGES for 2024**

In accordance with the Living Wage Ordinance, Section 26.102, Broward County Code of Ordinances, Broward County service contractors' employees and subcontractors performing covered services pursuant to applicable County contracts must be paid at least the following living wage hourly rates and health benefit amount indexed in accordance with Section 26.102(f) of the Living Wage Ordinance:

| Security Services Officers | All Other Covered Employees (Not Security Services Officers) |
|--|--|
| <p>\$17.69 per hour <u>with</u> qualifying health benefits* (for employer that offers healthcare benefits amounting to at least \$3.76 per hour, or</p> <p>\$21.45 per hour <u>without</u> health benefits (for employer that does not offer healthcare benefits)</p> | <p>\$15.45 per hour with qualifying health benefits* (for employer that offers healthcare benefits amounting to at least \$3.76 per hour, or</p> <p>\$19.21 per hour without health benefits (for employer that does not offer healthcare benefits)</p> |

All covered employees will receive 40 hours of paid time off on an annual basis.

***Note – If a covered employee declines health care benefits, the covered employer may pay to the employee the living wage rate with health care benefits listed above provided the covered employer provides to the County written proof of the covered employee's declination.**

Applicable covered services provided pursuant to a County service contract (exceeding \$100,000/year) include:

- Food preparation and/or distribution
- Security services
- Routine maintenance services: janitorial, cleaning, refuse removal, and recycling collections, or similar services
- Repair and/or refinishing services: for furniture, fixtures, vehicles, machinery, or equipment, including preventative maintenance and replacement of parts
- Clerical or other non-supervisory office work (temporary or permanent personnel): secretarial, typing, data entry, filing, transcription, specialized billing, sorting/completion of forms, and word, data and informational processing
- Passenger transportation and automobile parking services
- Printing and reproduction services
- Landscaping, lawn, and/or agricultural services

Applicable covered airport services pursuant to a County service contract (any contract value) include:

- Food and beverage concessionaire services and certain retail concessionaire services at Airport Terminals Complex and the Car Rental Center.
- Airline service providers for air carriers: ground handling or ramp services; ground equipment provisioning and maintenance; maintenance; in-to-plane fuel service; passenger service; porter service (including skycaps and employees performing curbside check-in); janitorial service; security service; baggage delivery service; aircraft cleaning; or operation of a private club.

ENFORCEMENT

If a service contractor is not complying with the living wage requirements, a covered employee or subcontractor of a service contractor may seek to recover back wages against the responsible service contractor by filing a written complaint with the County or filing suit against the covered employer.

A covered employee or subcontractor may file written complaints of underpayment or retaliation/discrimination (in connection with the filing of living wage complaint), with the Broward County Professional Standards/Human Rights Section, 115 S. Andrews Avenue, Room 427, Fort Lauderdale, FL 33301, or call (954) 357-6500.

SANCTIONS

Damages payable to Broward County in the sum of up to \$500 per day, but not to exceed \$1,000 per week for each covered employee, may be assessed against the service contractor for failure to pay the required wage rates above in addition to payment of the underpaid wages to the employee.

For other information, contact the applicable Contract Administrator or the Broward County Purchasing Division, 115 S. Andrews Ave., Room 212, Fort Lauderdale, Florida 33301, (954) 357-6066.

The Living Wage Ordinance requires service contractors awarded living wage contracts to display this poster at the job site in a prominent location where it can easily be seen by employees.

STAFFING/ VOLUNTEERS/ VISTIORS

| Position Category | Approximate Number |
|--------------------------|----------------------|
| ULBC Full Time Employees | 80 |
| Part Time Employees | 10 |
| Volunteers/Contractors | 10-15 per week |
| Visitors | 250+ per week |
| | |
| | |
| TOTAL | 355+ per week |

Urban League Monthly supply order (Average)

| Product Name | Amount ordered |
|------------------------|----------------|
| Multifold paper towels | 8 boxes |
| Tissue paper | 8 boxes |
| Halt disinfectant | 2 boxes |
| Xcelnte | 2 boxes |
| Floral NABC | 2 boxes |
| Liners 40x48 | 6 boxes |
| Liners 30x37 | 7 boxes |
| Glass cleaner | 2 boxes |
| Seat Covers | 3 boxes |
| Clean by peroxy | 2 boxes |