

**Addendum #1**  
**RFP – Supplemental Custodial Services for Salem City Schools**

Q: Will a site visit be conducted? If yes, please provide the date of the site visit.

A: **There is not a required site visit for this RFP.**

Q: Are your custodial services currently contracted and if so to whom?

A: **No, we have our own crews and don't plan to replace them with a company to complete these services. This would be supplemental to help when we have excessive vacancies and need help keeping our buildings clean.**

Q: Have you been working with anyone as a consultant for services or this RFP?

A: **We do not have a consultant that helped with the RFP. We have had cleaning services completed from a company temporarily in the school year 2022-2023, but the cost exceeded our small purchasing threshold of \$75,000 so we are required to bid this service out. That company is Spotless Cleaning Services LLC.**

Q: Can you please tell me how we can arrange to tour a few schools?

A: **You can reach out to Dr. Forest Jones who is our Director of Administrative Services, who is over our facilities area. 540-389-0130 or [fjones@salem.k12.va.us](mailto:fjones@salem.k12.va.us) to arrange a time to visit our facilities.**

Q: Can you tell me how many custodial openings you have?

A: **We currently have three (3) full-time positions open**

Q: Is the district willing to consider long-term vendor backfills for naturally occurring vacancies if there were significant savings and zero negative impact, or would you always recruit to backfill those making the placements temporary- in effect long-term substitute custodians?

A: **Yes, please include a recommendation with details within your proposal.**