



Office of the Mayor-President
Purchasing Division

City of Baton Rouge
Parish of East Baton Rouge
222 St. Louis Street, 8th Floor
P.O. Box 1471
Baton Rouge, Louisiana 70821

Philip Gore
Interim Director of Purchasing

225/389-3259 purchasinginfo@brgov.com

**ADDENDUM NO. 2 ISSUED
RFP 2025-18-5400 – JANITORIAL SERVICES
FOR ATM/EOC BUILDING ISSUED JANUARY 16, 2026**

Your reference is directed to the above-referenced RFP which has proposals due on January 29, 2026 at 2:00 PM CST.

This addendum is being issued to respond to written questions received during the Inquiry Period for this RFP.

The questions received and their responses are as follows:

Q1 Is there an estimated budget or encumbered amount for this project?

R1 **No.**

Q2 Is there a previous contractor in place for this request?

R2 **Yes.**

Q3 Is there a maximum or set budget for this project?

R3 **No.**

Q4 Will the washer and dryer be available for us to use in cleaning the towels utilized within the building?

R4 **No.**

Q5 Is there a minimum number of workers required for the scope of services requested?

R5 **See specification for minimum; Contractor must have enough staff to complete daily tasks.**

Q6 Is this a federally funded contract under the Davis Bacon Act, which mandates prevailing wages for laborers?

R6 **No.**

Q7 We are preparing pricing for **RFP 2025-18-5400 – Janitorial Services for the ATM/EOC Building** and have reviewed the solicitation and Addendum No. 1 in detail. To ensure our pricing is accurate and fully responsive, we respectfully request clarification on the limited items below that are not explicitly defined in the documents.

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R7 **See responses below:**

Pricing Clarification Questions

1. **We are preparing pricing for RFP 2025-18-5400 – Janitorial Services for the ATM/EOC Building and have reviewed the solicitation and Addendum No. 1 in detail. To ensure our pricing is accurate and fully responsive, we respectfully request clarification on the limited items below that are not explicitly defined in the documents.**

1. Pricing Clarification Questions

1. 1. EOC Activation – Level of Effort

During EOC ACTIVE mode, please clarify:

- Whether janitorial coverage is required 24 hours per day, and

No.

- Whether staffing during activation is expected to be continuous or on an as-needed/on-call basis. Additionally, if available, please provide the historical average number of EOC activation days per year for planning purposes.

Normal scheduled work hours.

1. 2. Consumable Supplies

Please confirm whether the Contractor is responsible for furnishing consumable supplies (e.g., toilet paper, paper towels, soap, trash liners), or if these are provided by the City.

The Contractor is responsible for providing all supplies. The City will supply dispensers if needed.

1. 3. Periodic Services Pricing

Please confirm whether strip/wax floor services and carpet shampooing are to be:

- Included in the base square-foot pricing, or
- Priced only as separate line items on the Schedule of Bid Items.
If available, historical frequency data for these services would be helpful for cost estimating.

Refer to Line item 243

1. 4. Background Checks & Drug Screening – Ongoing Requirements

Beyond pre-employment screening, please clarify whether periodic re-checks or additional drug screens during the contract term should be assumed as a pricing requirement, and if so, under what circumstances.

When requested by the Agency.

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1. 5. Invoice Adjustments During Activation or Space Changes

Please confirm whether monthly invoicing during:

- EOC activation periods, or
- Temporary additions/deletions of square footage
should remain fixed until a formal contract amendment is issued, or if adjustments may be invoiced immediately upon written direction.

City may add or delete square footage as deemed necessary and will do by means of contract amendment.

Q8 What are the expectations for window cleaning?

R8 **Door glass interior and exterior; windows interior only.**

Q9 What are the cleaning requirements for outside of the building?

R9 **Door glass exterior.**

Attachments

- Mandatory Pre-Proposal and Job Site Visit Sign In Sheets

The addendum is hereby officially made part of the referenced solicitation and should be attached to the proposer's proposal or otherwise acknowledged therein

If you have already submitted your proposal and this addendum causes you to revise your original bid, please indicate changes herein and return to Purchasing prior to the Bid Opening in an envelope marked with the file number, bid opening date and time. If this addendum does not cause you to revise your proposal, please acknowledge receipt of the addendum by signing your name and company below and returning it in accordance with the provisions above.

Signature

Name

Company

SIGN IN SHEET for MANDATORY PRE-PROPOSAL MEETING - JOB SITE VISIT

RFP 2025-18-5400 – Janitorial Services for ATMEOC Building

3773 Harding Blvd., Baton Rouge, LA

December 29, 2025 9:00 AM

Date: 12/29/25 Start Time: 9:00 AM End Time: _____

REPRESENTATIVE NAME
(Please Print)

Company Name
(Please Print)

Phone Number
(Please Print)

Email Address
(Please Print)

REPRESENTATIVE NAME
(Signature)

1	2	3	4	5	6	7	8	9	10	11	12
Dr. Forum <i>City of Denham</i>	Tyler Crouch <i>Sodexo</i>	Daniel Colvin <i>ServiceMaster</i>	Donar James <i>Denmon Enterprises LLC</i>	Scott Sanders <i>Abra Jani King of Remodeling</i>	Alfred REII <i>ERI's Janitorial, Inc.</i>	Mr. Hilton <i>JamesHilton.com</i>	Shawn Richard <i>Pure Elegance Cleaning Service</i>	Phonda Butler <i>TR Cleaning Service</i>	Jose Orellana <i>UC BM</i>	Theresa Kotek <i>A Perfect Touch</i>	DeAnna Davis Carroll <i>Dees Cleaning Service, LLC</i>
225-389-3259 ²²⁶⁸	504-618-9743	225-333-8154	225-663-0159	225-332-5711	225-249-0107	504-442-1040	504-215-8182	504-376-5551	214-930-0321	225-421-7470	885-588-3703
Horatio Obregon <i>Horatio Obregon</i>	Tyler.Crouch@denham.org <i>Tyler.Crouch@denham.org</i>	Daniel.Schulz@servicemaster.com <i>Daniel.Schulz@servicemaster.com</i>	Donar.James@denmonenterprisesllc.com <i>Donar.James@denmonenterprisesllc.com</i>	ssanders@janikingue.com <i>ssanders@janikingue.com</i>	erilbell@erisjanitorial.com <i>erilbell@erisjanitorial.com</i>	Mr.Damrell.law <i>Mr.Damrell.law</i>	Info@pureelegancecleaning.com <i>Info@pureelegancecleaning.com</i>	Theresa.Kotek@trcleaningservice.com <i>Theresa.Kotek@trcleaningservice.com</i>	Kathy.Son@ucbm.com <i>Kathy.Son@ucbm.com</i>	specialearthtruck@gmail.com <i>specialearthtruck@gmail.com</i>	Deanna.Davis.Carroll@deescleaningservice.com <i>Deanna.Davis.Carroll@deescleaningservice.com</i>

SIGN IN SHEET for MANDATORY PRE-PROPOSAL MEETING - JOB SITE VISIT

RFP 2025-18-5400 – Janitorial Services for ATMEOC Building

3773 Harding Blvd., Baton Rouge, LA

December 29, 2025 9:00 AM

Date: 12/29/23 Start Time: 9:00 AM

End Time: _____

REPRESENTATIVE NAME (Please Print)	Company Name (Please Print)	Phone Number (Please Print)	Email Address (Please Print)	REPRESENTATIVE NAME (Signature)
13 David Curtis	Prestige Cleaning and Services	225-223-3548	DavidC@comcast.net	David Curtis
14 Jesse McRae	CRS Sanitation Services	985-255-2790	Jmcrae@crsanitation.com	Jesse McRae
15 Elite Outfitters Cleaning	504-485-7176	225-389-2167	EliteOutfittersCleaning@yahoo.com	Elite Outfitters Cleaning
16 Connor Walker	Building Maint		Connor.Walker@atmeoc.org	Connor Walker
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**SIGN IN SHEET for
MANDATORY PRE-PROPOSAL MEETING - JOB SITE VISIT**

RFP 2025-18-5400 – Janitorial Services for ATM/EOC Building

DRAFT Haltung BIV., Batul Koye
December 29, 2025 9:00 AM

Date: 12/29/22 Start Time: 0:30 AM

REPRESENTATIVE NAME
(Big 333 Print)

Company Name
(Please Print) _____

Phone Number
(Please Print)

Email Address
(Please Print)

REPRESENTATIVE NAME
(Signature)

2	April Bell	bell.yardinc@aol.com	225-225-0107	abs-staffmanagement.com	April Bell
3	Rhonda Butler	TR Cleaning, Inc.	504-366-5551	TRCleaningInc.com	Rhonda Butler
4	Sharon Fichard	Pure Elegance Cleaning Service	215-8089	pureelegancecleaning.com	Sharon Fichard
5	David Curtis	614 Professional Staffing and Services	225-205-3568	daudi@comcast.net	David Curtis
6	Tyler Clark	Soft & Go	504-619-9723	tyler.clark@golden.com	Tyler Clark
7	Trishne Bridgeswater	Erie Quality Cleaning Services	905-590-9655	contact@eriquealitycleaningservices.ca	Trishne Bridgeswater
8	Luis Corzo	ERC Sanitation Services	504-235-4631	1000@erectech.global	Luis Corzo
9	Jessie Hayes	ERC Sanitation Services	485-205-2790	jeruiss@erectech.global	Jessie Hayes

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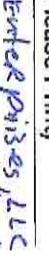
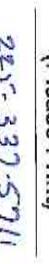
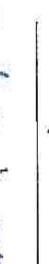
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RFP 2025-18-5400 – Janitorial Services for AT&TEOC Building

3785 Harding Blvd., Baton Rouge, LA

December 29, 2025 9:00 AM

Date: 12/29/25 Start Time: 9:30 AM End Time: 10:04 AM

REPRESENTATIVE NAME (Please Print)	Company Name (Please Print)	Phone Number (Please Print)	Email Address (Please Print)	REPRESENTATIVE NAME (Signature)
13 Scott Sanders	Emmons Enterprises LLC One-Two-King of Buttons	225-337-5711 5sanderson@kingofbuttons.com	5sanderson@kingofbuttons.com	
14 Daniel Cobane	DBK Cleaning Solutions	773-333-8194	Daniel.Cobane@outlook.com	
15 Deanna Davis Carroll	Dees Cleaning Services LLC	225-588-3472	deannadaviscarroll@outlook.com	
16 Ali Nimer	Omni	504-482-2040	Ali@Omni11.com	
17 Rose Wilson	UICB Inc	504-617-2752	Soc. Number 04000000000000000000	
18 OMAR James	OMR Sanitation Inc.	225-663-0159	OMR Sanitation Inc. 00017000000000000000	
19 Tramaine Meten	Revolta Touch	225-421-7470	Revolta Touch Magnolia LLC	
20 Corrine Walker	Big Mgmt	222-389-3165	Corrine Walker	
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