



MISSISSIPPI STATE HOSPITAL

WHITFIELD, MS 39193

(601) 351-8000

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OFFICE OF ADMINISTRATION
JAMES G. CHASTAIN, DIRECTOR

Amendment No. 1 to IFB: 03.09.2022.477 (HOUSEKEEPING SERVICES)

RFX: 3160004826

February 23, 2022

All Prospective Bidders:

Reference is made to our invitation for bid (IFB), 03.09.2022.477, for housekeeping services, dated January 31, 2022. This letter will acknowledge that the IFB is modified and superseded by the following change in terms, conditions and specifications:

1. Change: All bidders shall understand that the attached questions and responses are hereby made a part of the invitation for bid No. 03.09.2022.477.

In the event that any provision of this first amendment conflicts in whole or in part with any of the terms, conditions, or specifications of the invitation for bid, the provisions of this first amendment will control. The effective date of this amendment is February 23, 2022.

All other terms, conditions, and specifications of this solicitation remain unchanged.

Bid Opening Date and Time: March 9, 2022 at 3:00 P.M. CST

Issued By: H.L. Lockhart/Purchasing Chief – (601) 351-8056

Acknowledgment

This amendment must be signed and returned with your bid, or otherwise acknowledged prior to the opening date and time shown above. If you have already submitted your bid and need to make corrections, submit a corrected bid with this amendment prior to the opening date and time shown above.

Company Name

Signature

Title

Date

A FACILITY OF THE MISSISSIPPI DEPARTMENT OF MENTAL HEALTH

ACCREDITED BY THE JOINT COMMISSION ON ACCREDITATION OF HEALTHCARE ORGANIZATIONS

VENDOR QUESTIONS/RESPONSES

1. Since we have recently done a walkthrough is it necessary for us to schedule another one?

ANSWER: No, you do not have to schedule another walk through.

2. I see that you are going to award this contract to two (2) vendors. With that being said, is EACH vendor going to be responsible for providing 28 staff members EACH?

ANSWER: Yes, you would need to be able to provide up to 28 staff if requested by MSH.

3. It states in the bid that you are giving preference to local or state vendors. I would like to note that although our home office is in Alabama, we do have a branch office in Jackson, MS. Will that qualify us for the local preference?

ANSWER: Yes, as long as you are registered to do business in the State of Mississippi.

4 On page 4 (20) it states, "Award will be made based on the lowest and best overall bid price, by line item to two (2) vendors."

Question:

a) Is it MSH intent to award only those 15 buildings identified on page 12 to two vendors? Answer: Yes

b) How will MSH award/separate the buildings by vendor? Answer: You may refer to Page 4 paragraph 20

5 On page 12 it states, "**On Site Housekeeping Team:** Able to provide 28 full time Housekeepers 8 hours a day M-F, 6:00 am-2:30 pm and 7:00 am-3:30 pm."

Question:

a) Are all proposers to provide in their bid all cost for 28 full time housekeepers working M-F in addition to the full time on-site manager? Answer: Yes

6 Will the successful vendor(s) be required to provide 28 full time housekeepers working M-F for the 15 buildings identified on page 12 in addition to the full time on-site manager? Answer: You may refer to page 10 paragraph 57

7 Should an emergency weather event occur i.e. hurricane and MSH have to relocate its staff and clients/patients to another facility, will the successful vendor(s) be required to provide their housekeepers to MSH and relocate to the other facility to provide service? If so, how will the successful vendor(s) be compensated? Answer: The same method of compensation will still apply.

8 Confirm that MSH will provide cleaning chemicals, supplies, and equipment. Answer: Yes, as stated on page 13

9 Confirm that MSH employees will provide for floor maintenance, strip and re-coating, and carpet cleaning. Answer: Stripping, waxing & recoating will be done by MSH staff. General Floor maintenance such as sweeping & mopping will be done by the vendor.

10 Who is responsible to make and change client/patient beds? Answer: The Direct Care staff on the building

11 Who is responsible to remove dirty laundry from client/patient rooms? Answer: The Direct Care staff on the building

12. What is the assignable cleanable square footage of the buildings covered by this contract ?
Answer: Please see attached list.

Building**Assignable Square Feet**

23	38,057
28	6,708
31	12,229
33	13,116
34	13,116
43	10,088
45	11,822
46	6,946
78	12,229
81	9,878
87	5,876
90	16,092
201	19,860
202	10,770
203	19,860

Total Assignable Square Feet**206,647**