

City of Alameda

**Response to Questions Submitted in Relation to the RFP for
Business District Cleaning and Maintenance**

Published September 22, 2025

Q1. Do we need to have all three of these insurance policies?

- 1. Professional Liability – we have crime/theft insurance, can we sub. This?**
- 2. Cyber Liability**
- 3. Pollution Insurance**

A1. No, all three insurance policies listed are not necessary, and yes, the crime/theft insurance policy should be added to the agreement.

Q2. Are there janitorial/storage facilities available at each site for the contractor to use? If so, can you please provide addresses and/or maps of the locations?

A2. Limited storage is available at the restrooms at 1030 Marina Village Parkway. No storage is available at Park Street or Webster Street.

Q3. It sounds like there is a designated waste disposal location in central Alameda. Can you please provide the address and/or a map of the location? Are there specific operating hours for the disposal location?

A3. The designated solid waste disposal location in central Alameda is located at the City of Alameda Public Works Department's Fleet Service Center, 2040 Grand St, Alameda, 94501. The designated waste disposal location for organics and recycling is at City Hall West, 950 West Mall Square, Alameda, 94501.

Q4. Who is responsible for providing equipment and supplies? If it is a combination of the City and vendor, can you please specify what each entity will provide? For example, the City will provide waste bags and cleaning solutions while the vendor provides all equipment, etc.

A4. The RFP specifies that the vendor must provide all supplies, materials and equipment.

Q5. I am wondering if there is a plan holder list or a prospective proposer list for the 'Business District Cleaning and Maintenance (Park Street, Webster Street and Marina Village)' RFP and if so, may I please view it?

A5. *There is no plan holder list associated with this RFP as there is no cost to receive this RFP.*

Q6. Can you please clarify the vendor's responsibility regarding locking the Marina Village restrooms? It sounds like the locks are on an automatic timer meaning that the vendor does not need to physically lock them. If the locks are not automatic, does this task require the vendor to lock/unlock the restroom at 7am and 7pm each day of service?

A6. *The restrooms at Marina Village are unlocked and locked on an automatic timer, so the proposer is not required to physically lock and unlock them.*

Q7. Are you going to have a walk through?/ I wanted to see if there is a scheduled tour to visit these locations. The RFP clearly states any questions must be submitted by September 18th but I wanted to check if there is anything you need prior to that date to move forward with the bidding process and whether a site walk is scheduled.

A7. *No walkthrough is scheduled as part of this RFP process.*

Q8. Prevailing Wage Clarification: The RFP notes that the project is subject to prevailing wage requirements. Please confirm which trade classifications (e.g., Janitorial Worker, Laborer, or other) the City expects bidders to use when determining wage rates.

A8. *The City expects providers to propose based on the prevailing wage classification that most closely fits the scope of work outlined in this RFP.*

Q9. Existing Service Levels: Can the City share the current annual contract values or budgets for Park Street, Webster Street, and Marina Village to help proposers benchmark service pricing?

A9. Per the current contract, as of fiscal year 2024-25, the approximate annual costs for each district were as follows:

- Park St - \$110,000
- Webster St - \$68,000
- Marina Village - \$86,000

Q10. Sidewalk Washing Scope: For Park Street and Webster Street, the RFP requires weekly spot washing, monthly phased washing, and quarterly/annual deep cleaning.
a. Can the City clarify if water use permits or restrictions (e.g., drought rules) will impact pressure washing frequency?

A10a. *Per EBMUD, jurisdictions are currently permitted to wash sidewalks for hygiene reasons. The City will follow all guidance issued by the waterboard and alter/pause sidewalk*

washing as required. Per the Service Provider Agreement: Provider shall keep fully informed of all existing and future state and federal laws and all municipal ordinances and regulations of the City of Alameda which affect the manner in which the services or tasks are to be performed by Provider, as well as all such orders and decrees of bodies or tribunals having any jurisdiction or authority over the same. Provider shall comply with all applicable laws, state and federal and all ordinances, rules and regulations enacted or issued by the City. Provider shall defend, indemnify, and hold City (including its officials, directors, officers, employees, and agents) free and harmless from any claim or liability arising out of any failure or alleged failure to comply with such laws and regulations pursuant to the indemnification provisions of this Agreement.

b. Does the City provide designated water access points, or is the contractor expected to supply their own water/fill trucks?

A10b. Per EBMUD, jurisdictions are currently permitted to wash sidewalks for hygiene reasons using potable water. Quick Connect access is available on both Park and Webster Streets, vendors will be expected to use properly to ensure no seepage. Please provide an estimated cost for water usage for each type of cleaning (weekly, monthly and annual).

Q11. Graffiti Removal Materials. For graffiti removal where repainting is required, will the City provide approved paint colors or is the contractor responsible for matching paints?

A11. The City will provide the color details, provider will source the paint. Provider should take before and after photographs to document work.

Q12. Marina Village Restrooms: Are restroom supplies (paper products, soap, sanitary items) provided by the City, or should the contractor include these costs in the proposal?

A.12 Proposers should include the cost of these items in their proposal.

Q13. Litter Hauling and Disposal. For Park and Webster Street three-stream containers, the RFP requires contractors to empty into dumpsters in central Alameda. Will the City provide and pay for those dumpsters, or should disposal costs be factored into the proposal?

A13. These dumpsters are City facilities and the City bears the cost of disposal from these secure locations.

Q14. Emergency / As-Directed Services. Can the City define “emergency/call-out” service response time expectations (e.g., within 2 hours, 4 hours, next day)?

A14. *The City is looking to proposers to define their response times and the associated costs for this service. The City is looking for a responsive option.*

Q.15 Evaluation Criteria – Cost Section. Will the City assign a weighting or scoring method to evaluate the cost section of Appendix C beyond the stated 30% factor in the RFP?

A15. *The City will evaluate all proposals received by the deadline, in line with the criteria and weighting set out in the RFP.*

Q16. Transition Timeline. The RFP requests a 30-day transition plan. Does the City expect overlapping service with the current provider during this transition period?

A16. *The City expects the new provider to be ready to provide full service on day 1 of the new contract, and the transition plan is expected to outline any pre-work/knowledge gathering necessary in the preceding month in order to fulfil this full service.*

Q17. Existing Service Agreement. Are we able to obtain the information, bid result, and agreement from the existing service agreement? If it is available, where can we obtain it?

A17. *The staff report to City Council relating to the current agreement and outlining this information can be found [here](#).*

Q18. Job walk meeting. Will there be a job walk for the project to go over the entire scope of work?

A18. *Please see Question 7.*

Q19. What equipment is the city providing, if any?

A19. *Please see question 4.*

Q20. What equipment are we supposed to have?

A20. *Please see question 4.*

Q21. Are we supposed to list the monthly pricing for each task on the pricing sheet? For example, are contractors supposed to provide a price for the task of notifying the Alameda Homeless Hotline listed in the Park City pricing sheet?

A21. *Providers should provide line-item pricing and a total monthly cost.*

Q22. For pricing, do you want a single price or a separate price for each line item on the pricing sheet?

A22. *Please see question 21.*