



# Administrative Office of the Courts

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## Operations Division

### Questions/Responses No. 1 to the Invitation for Bids (IFB) K22-0009-40 Annapolis District Court Janitorial Services

Ladies and Gentlemen:

The following questions for the above referenced IFB were received by e-mail and are answered and posted for all prospective Offerors. All information contained herein is binding on all Offerors who respond to this IFB.

1. Question: Does the District Court provide all the paper for the bathrooms?  
Response: Refer to section 2.3.4 of the IFB.
2. Question: Is there a specific company that you require to purchase all products from?  
Response: No.
3. Question: What is the start date after bidding is completed?  
Response: Estimated September 30<sup>th</sup>, 2021.
4. Question: What materials are requested by the Contractor to have?  
Response: Refer to Section 2.3.4 of the IFB
5. Question: Are the cleaning services performed 5 days per week?  
Response: Yes.
6. Question: How many employees are currently on staff for the Janitorial Services at this time?  
Response: 1 employee
7. Question: What is the total of the current contract?  
Response: \$209,836.43
8. Question: How long has the current contract been in existence?  
Response: 5 years

Issued by: Valerie L. Mitchell  
Procurement Officer  
Date: 8/9/2021