

2023 Delaware Janitorial RFQ Q&A

Q: Will all locations be a 5 day a week cleans?

A: 4620 W Bethel Ave. Muncie, IN 47304 will be a 5 day a week cleaning schedule. 3310 W Fox Ridge Lane Muncie, IN 47304 will be a 3 day a week cleaning schedule.

Q: Will the 4260 W Bethel Lane Building include both floors and what is the square footage for this building?

A: 4620 W Bethel Ave. Muncie, IN 47304 Location-The office is 2 floor layout that is 18,000 square feet in total. 3310 W Fox Ridge Lane, Suite A, Muncie, IN 47304 Location-The office is 1 floor layout that is 3,000 square feet in total.

Q: How many offices, cubicles, bathrooms

A: 4620 W Bethel Ave. Muncie, IN 47304 Location-The office is 2 floor layout that includes a Common area/ vestibule area/lobby (approx. 1,000 sq ft); 1st floor (approx. 10,000 sq ft)- The layout of the space is open concept with 18 cubicles, 2 large open training rooms, 1 small office, 2 restrooms, 1 breakroom; 2nd floor (approx. 7,000 sq ft)- The layout of the space is open concept with 16 cubicles, 3 large offices, 2 conference rooms, 2 restrooms, 1 breakroom

- 3310 W Fox Ridge Lane, Suite A, Muncie, IN 47304 Location-The office is 1 floor layout that is open concept with 6 cubicles, 7 offices, 1 conference room, 2 restrooms, and 1 breakroom

Q: What are the hours of operations?

A: Our Business Hours of Operations are Monday – Friday 8 am – 4:30 pm

Q: What is the start date for the contract?

A: Contract begins May 1, 2023

Q: When is the deadline for submissions?

A: Proposal packets are due no later than April 14, 2023 at 4 pm