



**Phillips Community College of the University of Arkansas
2026-04 Bid Clarification Questions #2**

1. What are the hours of clean? Afterhours or Daytime clean? Porter service (set number of hours) or could staff clean the required areas and leave once complete?

Our current custodial staff works 5:00 until 1:30. We are flexible with working hours but would prefer staff begin work before regular staff arrive at 8:00. Regular working hours are 8:0 to 4:30. Areas requiring twice daily service would need to be addressed after lunch, preferably.

2. What are the floor type percentages for each campus (ex. Carpet 60%, Vct 40%)
3. What is the average amount of fixtures (i.e sinks, toilets, water fountains) at each campus

Please see Exhibit B for Questions # 2 and 3

4. Do you have a usage report since consumables need to be included?

We do not have a consumables report, however, annual expenses for consumables are reported in Question #11.

5. Is this a pass-through invoice or do we need to include it on our monthly invoice?

Our intention was that consumables would be included in the monthly rate/invoice.

6. In your IFB, it clearly states to not include any other documents or ancillary marketing materials other than the required and recommended documents, but your award criteria includes information about suppliers' experience/qualifications, operation plan/capacity to perform service, and supplier's overall bid content. How do we include that information since it is not on the list of required or recommended documents?

Please include any information that clearly supports your bid. The intent was to eliminate unnecessary advertising/marketing style documents. However, if the document contains pertinent information about your company or that supports your bid, please feel free to include.

7. How many inhouse employees currently work at each campus and what are their wages and benefits?

DeWitt – 1 full-time – Avg. hourly rate \$11.91

Helena – 6 full-time, 1 part-time, 1 supervisor – Avg. hourly rate \$11.46

Stuttgart – 2 full-time, 2 part-time, 1 Grand Prairie – Avg. hourly rate \$11.24

8. How many days per year do they work?

The college observes 15 holidays per year. Otherwise, the College is open Monday thru Friday.

9. Do you want the chosen contractor to consider your existing employees for the open positions?

Yes, please allow our current employees to be considered for positions

10. Your current Helena employees are working as early as 5am but would there be any issue with cleaning after 4:30pm each day? Night classes to consider? If so, what spaces would be affected?

No, there would no issue with cleaning after 4:30pm. Only a few classroom spaces would be affected.

11. Can you please provide the last two years of order history (with price and quantity) of all the consumables? Can you confirm head count for those years and the current school year also?

	Total Expense	Fall Headcount
FY26 -		1,261
FY25 -	\$47,065	1,203
FY24 -	\$49,980	1,356

12. Can you send the floor plans that you provided at the walk thru in digital format?

Attached

13. Do you have any plans w/ the Floor type by square foot?

We do not. Please see Exhibit B attached for estimates.

14. ASP background checks- Just to confirm, we cannot use Checkr.com as a substitute for the ASP background check process. If we had to replace a cleaner, what are you seeing as the average real world turnaround time to get someone cleared? Cost is ~\$25 per person?

As long as the background check provides the same information as under the ASP process, then an alternate process is fine. The vendor shall be responsible for all costs associated with background checks. We currently use Higher Rite to conduct our criminal background checks and obtain authorization during the interview to speed up the process should an individual be offered the position. Current processing time is approximately seven working days.