

**Janitorial Services RFQ  
Questions and Answers**

1. Is there a current contract for these services?

**Answer:**

Janitorial services are currently being provided.

2. What is the current incumbent contract value per year for each site?

**Answer:**

Location	Janitorial Services
Manchester Office	\$9,755
New Britain Office	\$14,540

3. Do we have to drop off the bid at One Union Place, Hartford, CT on the due date?

**Answer:**

The RFQ states that the quote including the required elements listed in the RFQ Section VII Submission Requirements must be submitted by the deadline (12/2/19 5:00 p.m.).

The quote and required elements may be submitted electronically by emailing it to [afrechette@capitalworkforce.org](mailto:afrechette@capitalworkforce.org) by the deadline. The email subject line must state:

**Janitorial Services Quote.**

Or

The quote and required elements may be submitted via hard copy in a sealed envelope clearly labeled **Janitorial Service Quote** and delivered by the deadline to:

Capital Workforce Partners, Inc.  
One Union Place  
Hartford, CT 06103  
Attention: Alice Frechette

**Note:** Quote Application Sheet is a fillable PDF form that will calculate the total quote amount based on monthly, quarterly and semi-annual fees. The PDF must be saved, printed, and signed for submission. If a hard copy is completed, it must be type-written.