

ADDENDUM NO. 2

RFP #26/27-001 – Janitorial Services

Hill College

Issued: August 25, 2026

This Addendum forms a part of the Request for Proposal and modifies the original solicitation documents where indicated. Proposers shall acknowledge receipt of this Addendum in their proposal submission.

The following clarifications and additional information are provided in response to questions received regarding RFP #26/27-001 Janitorial Services.

Question - Annual Price Adjustments/Caps on Increases

Question:

Please clarify whether annual price adjustments will be permitted during the initial contract term and renewal periods, and if so, what index or methodology will determine allowable increases.

Is there a cap on allowable rate increases (e.g., due to inflation or wage hikes) during the contract term?

Response:

Proposers shall provide pricing for each contract year as identified in Exhibit F. Hill College has not established an automatic escalation formula or predetermined cap. Any future pricing adjustments shall be subject to review, negotiation, and approval by Hill College.

Question - Facility additions, removals, renovations, and expansions

Question:

In the event you add, remove, relocate, renovate, or expand facilities during the contract term, what methodology will be used to establish pricing adjustments for those changes?

Response:

Hill College reserves the right to negotiate equitable adjustments to the scope of work and pricing if facilities are added, removed, renovated, expanded, or materially altered during the contract term.

Question- Services outside routine scope

Question:

For services requested outside the routine schedule, should proposers include separate labor rates, or will such work be compensated under the routine pricing structure?

Response:

Proposers shall provide pricing for additional services as requested in Exhibit F. Services outside the routine scope may be authorized by Hill College and compensated using agreed-upon pricing.

Question – Public Bid Opening

Question:

Will there be a public bid opening?

Response:

No. This solicitation is being conducted as a Request for Proposal (RFP) utilizing a best-value evaluation process.

Question – APPA level

Question:

What APPA level should we plan regarding cost?

Response:

Hill College has not designated an APPA custodial level. Proposers should base their staffing and pricing on the cleaning frequencies, scope of work, and performance standards contained in the RFP.

Question – Texas Heritage Museum

Question:

Please confirm the required services and pricing expectations for the Texas Heritage Museum.

Response:

The Texas Heritage Museum scope consists of restroom cleaning, trash removal, and window cleaning. These services shall be included in the Contractor's base proposal pricing. Additional routine museum cleaning is not anticipated beyond the normal scope of services identified in the RFP.

Question – HVAC and Welding Building Square Footage

Question:

Please provide the square footage for the HVAC and Welding Building.

Response:

The approximate cleanable square footage of the HVAC and Welding Building is 4,606 square feet.

Question – Summer Dorm Cleaning

Question:

Should summer dorm cleaning be included in the base proposal price?

Response:

Yes. Summer dormitory deep cleaning shall be included in the Contractor's base proposal pricing.

Question – Building H84 – Performing Arts

Question:

Please confirm whether H84 is included in the janitorial contract and provide square footage.

Response:

Yes. Building H84 is included in the janitorial services scope. The approximate square footage is 24,707 square feet, which includes the Performing Arts Center, E-Sports area, Choir area, and associated offices.

Question – Building H76 – Criminal Justice

Question:

The frequency schedule does not indicate trash removal. Should trash be included?

Response:

Yes. Trash removal shall be included as part of the required janitorial services for Building H76 Criminal Justice.

Question – Facilities Under Construction

Question:

How should proposers address facilities that were under construction at the time of the site visit?

Response:

Facilities that were under construction at the time of the site visit, including but not limited to the Soccer Stadium, Student Center, and Student Center Gymnasium, shall be considered part of the overall scope of services contemplated under this solicitation. Proposers should take these facilities into consideration when developing staffing plans, operational approaches, and pricing proposals. Facilities under construction shall be considered part of the overall anticipated service scope and should be incorporated into proposal planning.

The anticipated timing for occupancy and service commencement of these facilities will be determined by Hill College based upon construction completion, occupancy, and operational needs. Any necessary adjustments to scope or pricing associated with the facilities becoming operational may be addressed through a mutually agreed-upon contract amendment.

Additional Clarifications

Questions regarding minimum staffing requirements, campus closures and holidays, proposal submission requirements, site visits, insurance requirements, construction projects, and other previously addressed topics have been answered within the RFP documents and/or **Addendum No. 1**.

Hill College has provided information currently available through the RFP, exhibits, campus maps, site visit opportunities, and issued addendums. Proposers are responsible for conducting their own due diligence and professional assessment when developing staffing plans, operational approaches, and pricing proposals.

Hill College does not provide incumbent contractor pricing, incumbent proposals, incumbent staffing levels, labor hours, historical expenditures, historical service volumes, budget information, or other contractor-specific operational data as part of this solicitation.

Final Statement

The deadline for submission of questions has expired. All questions that were timely received and determined by Hill College to materially affect proposal preparation have been addressed through the RFP documents, **Addendum No. 1 and Addendum No. 2**. No additional questions will be accepted or answered unless Hill College determines that further clarification is necessary and elects to issue an additional addendum. All proposers shall base their proposals upon the information contained in the solicitation documents, exhibits, issued addendums, and observations made during the site visit process.

Issued By:

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