



City of Cleveland

Justin M. Bibb, Mayor

Department of Finance
Division of Purchases and Supplies
601 Lakeside Avenue, Room 128
Cleveland, Ohio 44114-1080
216/664-2620 Fax 216/664-2177
www.cleveland-oh.gov

May 14, 2026

BID TITLE: **File No. 42-26 – 2026-2029 – Citywide Janitorial Supplies**

BID DUE: **Thursday, May 21, 2026, at 12 o'clock noon (Eastern Time)**

Attention Bidders: We have been requested to issue the addendum to advise vendors of the following:

1. Answers to Questions

Please ensure that a copy of this addendum is included and returned with the bid specifications furnished to you by this office, as it will have the same force and effect as if it were part of the specifications originally issued.

Please acknowledge receipt of this addendum by faxing it to 216-664-2177 or emailing Purchasing@clevelandohio.gov

Signature of Potential Bidder & Name of Company

Today's Date

Thank you,

Lauren Drake

Lauren Drake, Project Director
Purchases & Supplies
CC: Attachments



**2026-2026 Purchase of Various Types of Cleaning/Janitorial Supplies
Various Divisions of the City of Cleveland
Addendum No. 2**

ANSWERS TO QUESTIONS RECEIVED FROM BIDDERS

1.	Question	Would you be able to tell me how many toilet paper and roll towels dispensers that mounted? The Marcal transcend dispensers are propriety to Marcal and would need to be replaced.
	Answer	The airport has 141 mounted toilet paper dispensers and 72 roll towels mounted.
2.	Question	Also, on Category B, what soap dispensers and how many are located at the airport?
	Answer	The airport has 104 mounted soap dispensers that GOJO or other non-Marcal products.
3.	Question	I also have a question on Section D number 17 about hand sanitizer. Not sure what you are asking about the hand sanitizer dispenser, especially for 4 ounce bottles? Could I please get additional information?
	Answer	A dispenser is a device designed to store and release a controlled amount of product for convenient and efficient use. Dispensers are commonly used for hand sanitizers in commercial, institutional, and residential settings. Units may be manually operated or touchless/automatic and are typically available in wall-mounted, countertop, or freestanding configurations, depending on the application. Please provide pricing for the various bottle sizes, as well as the corresponding dispenser units.
4.	Question	With regards to the revised bid Section D Technical Specifications, will pricing submitted for those items factor into the City's calculation of low bidder, or is that determination determined exclusively by the total for the Schedule of Items only? If the Technical Proposal does factor, can you explain in detail how those items will be factored? For example, will the extended total for those items based on listed usage be added to the total on the Bid Schedule of Items? That determination is a little unclear to us at this point given this revision to the Section D items. Thank you for your attention to this question!
	Answer	A contract shall be awarded to the lowest and best responsive bidder for one or more categories (A–F). Bidders shall submit pricing for all items in



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		<p>each category as a percentage discount from the vendor's current published list or catalog prices.</p> <p>The items identified in Section D represent the most frequently purchased items. The City of Cleveland requires vendors to demonstrate the ability to supply these items and maintain consistent pricing. The prices listed in Section D must match the pricing provided in the submitted price sheets or catalogs included with the sealed bid. In addition, the pricing must correspond to the percentage discounts listed on the Schedule of Items page.</p>
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