

## Janitorial Services

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### Frequently Asked Questions (FAQ)

**1. Question: What are my options for janitorial services once the current Master Contract #00508 expires?**

**Answer:** The following options exist for customers:

- **Extension of current contract-** If you have a the 2nd tier contract awarded from Master Contract #00508, customers can extend their contract up to but not beyond 4/14/2020.
- **Direct Buy-** If the cost for the specific work is \$10,000 or less annually, the customer may select providers utilizing their Direct Buy authority. In addition, agencies are authorized to acquire janitorial services up to a cost of \$13,000 (excluding sales tax) directly from a vendor and without competition if the purchase is being made from a veteran owned, minority owned or women owned, microbusiness, minibusiness, or small business as those terms are defined by [RCW 39.26.010](#) (16), (17) and (22).
- **Custodial services provided by DES within Thurston County** - For rates and services contact or (360) 902-0961 or [Cory.Noffsinger@des.wa.gov](mailto:Cory.Noffsinger@des.wa.gov).
- **Competitive solicitation-** If the need exceeds the Direct Buy limit and custodial services provided by DES are not in scope, a competitive solicitation must take place. Your purchasing department would conduct the competitive solicitation.

**2. Question: Where can I locate providers for janitorial services once the current Master Contract 00508 expires?**

**Answer:** The following commodity codes in WEBS could be utilized to identify providers of Janitorial Services:

**365-15**-Carpet Cleaning Machines (Foam, Hot Water, Steam, etc.), Parts and Accessories, **910-09**-Carpet Cleaning, Dyeing, Installation and Repair, **962-21**-Cleaning Services, Steam and Pressure, **988-36**-Grounds Maintenance: Mowing, Edging, Plant (Not Tree) Trimming, etc., **952-56**-Housekeeping Services, **958-63**-Janitorial Management Services, **910-39**-Janitorial/Custodial Services, **909-75**-Site Clean-up, Post-Construction, **958-57**-Housekeeping Management Services.

**3. Question: If I have a contract, or have services in place, but cannot locate a copy of my contract, what can I do?**

**Answer:** Contact your purchasing department and if a copy is not located then contact DES at [DESCPRMHealHumServ@des.wa.gov](mailto:DESCPRMHealHumServ@des.wa.gov) and we will look for a copy.

**4. Question: Where can I find Prevailing Wage information for janitorial services?**

**Answer:** Information on Prevailing Wages can be found on the Washington State Department of Labor & Industries website at: [Prevailing Wage](#).

**5. Question: Where can I find more information about updates to whether a Master Contract will be developed for Janitorial Services?**

**Answer:** A [customer webpage](#) is under development to provide updates for janitorial services. You can also contact DES at [DESCPRMHealHumServ@des.wa.gov](mailto:DESCPRMHealHumServ@des.wa.gov).