

Rooftop Housing Group
Shrewsbury Hospital Accommodation Cleaning Tender Clarification Log

| Clarification Question | Question | Response | Date Received | Date Response Provided | | | | | | | | | | | | | | | | | | | | | | | | | | |
|------------------------|---|---|-----------------------|------------------------|--------|----|--------|---|--------|---|--------|---|--------|---|--------|---|--------|---|--------|---|--------|---|--------|----|--------|---|--------|----|------------|------------|
| 1 | Is there an incumbent contractor on this contract – if so does TUPE apply and when will you be able to send us the TUPE ELI data? | Yes there is an incumbent contractor. TUPE is likely to apply. I'm in the process of confirming. Please raise if you have any further questions or concerns. | 01/11/2023 | 07/11/2023 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2 | What is the approximate annual spend on this contract? | Approx annual spend is £65k - please note that this figure is estimated and based on previous spend. | 01/11/2023 | 07/11/2023 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3 | Can we make a site visit to view the properties? | Yes of course. If you would like to complete a site visit, please email Lisa.Pierce@rooftopgroup.org and Rachel.Jones@rooftopgroup.org. | 01/11/2023 | 07/11/2023 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4 | We also have a question on ad hoc bedroom cleans – how many were cleaned in the last 12 months please? | <table border="1"><thead><tr><th colspan="2">Ad-hoc bedroom cleans</th></tr></thead><tbody><tr><td>Nov-22</td><td>12</td></tr><tr><td>Dec-22</td><td>9</td></tr><tr><td>Jan-23</td><td>7</td></tr><tr><td>Feb-23</td><td>8</td></tr><tr><td>Mar-23</td><td>5</td></tr><tr><td>Apr-23</td><td>6</td></tr><tr><td>May-23</td><td>5</td></tr><tr><td>Jun-23</td><td>4</td></tr><tr><td>Jul-23</td><td>8</td></tr><tr><td>Aug-23</td><td>15</td></tr><tr><td>Sep-23</td><td>5</td></tr><tr><td>Oct-23</td><td>11</td></tr></tbody></table> <p>95 cleans</p> | Ad-hoc bedroom cleans | | Nov-22 | 12 | Dec-22 | 9 | Jan-23 | 7 | Feb-23 | 8 | Mar-23 | 5 | Apr-23 | 6 | May-23 | 5 | Jun-23 | 4 | Jul-23 | 8 | Aug-23 | 15 | Sep-23 | 5 | Oct-23 | 11 | 07/11/2023 | 08/11/2023 |
| Ad-hoc bedroom cleans | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Nov-22 | 12 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Dec-22 | 9 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Jan-23 | 7 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Feb-23 | 8 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Mar-23 | 5 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Apr-23 | 6 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| May-23 | 5 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Jun-23 | 4 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Jul-23 | 8 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Aug-23 | 15 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Sep-23 | 5 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Oct-23 | 11 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5 | TUPE data | We've been advised by our incumbent provider that <u>TUPE will apply for 3 cleaning operatives.</u> | | 16/11/2023 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6 | Carpet cleaning clarification | <p>To confirm as part of the tender we require carpet cleaning to happen once a year as follows:-</p> <p>Townhouses Communal carpeted areas for 17 townhouses which includes the entrance hallway, Lounge, 2 flights of stairs and associated landings. <u>Bedrooms are not to be included in the tendering.</u></p> <p>Apartments Communal carpeted areas for 24 apartments which is the hallway only. <u>Bedrooms are not included in the tendering.</u></p> <p>We will also require carpet cleaning for the 3 blocks communal areas which includes the entrance lobby and 4 flights of stairs and the associated landing areas (to include the areas directly outside of each flat)</p> | 20/11/2023 | 21/11/2023 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 7 | TUPE ELI (Employee Liability Information) | <p>I've been advised that TUPE applies to 3 part-time employees, each employee averages 16 hours per week</p> <p>I have contacted our incumbent provider for further information/confirmation however we have not received a response.</p> | 20/11/2023 | 27/11/2023 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 8 | Fortnightly cleaning clarification | <p>There are no students in occupation during August but we have two year groups and our year 5 students all move out in April meaning some of the flats come off the communal cleaning rota at that point and have a deep clean.</p> <p>We do then use some of these flats for May, June, & July but there are usually some flats which remain off the communal cleaning rota until End August/Early September. Unfortunately, the numbers of flats which this applies to differs each year as we are led by the student numbers we receive for each year group. This only applies to the apartment blocks. The townhouses remain on the fortnightly cleaning rota throughout the year with no breaks.</p> <p>August is not quiet it's usually busier than usual for the first week or so with deep cleaning and ad hoc room cleaning which require quick turnarounds but can then be slightly quieter mid to end of August until the next intake of students move in and the apartment communal cleaning is returned to the rota.</p> | 22/11/2023 | 27/11/2023 | | | | | | | | | | | | | | | | | | | | | | | | | | |