

# STATE OF CALIFORNIA

## COUNTY OF YUBA

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### REQUEST FOR QUOTE

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NOTICE IS HEREBY GIVEN THAT the County of Yuba, State of California, will receive sealed bids for:

#### **COUNTY OF YUBA ON-CALL CUSTODIAL SERVICES**

Bids are to be submitted on forms contained in this bid packet. **Bids are to be submitted to Yuba County Administrative Services ATTN: Purchasing, located at Suite 119, 915 8<sup>th</sup> Street, Marysville, CA 95901, on or before Friday, December 30, 2011 at 5:00 PM.** This will not be a public bid opening. A County Evaluation Team will review, rank, and award based on the most responsive, responsible bidders with the best price proposal. Bids are to be submitted in a sealed envelope.

A mandatory bidders conference and site tour will begin at the Yuba County Government Center, Wheatland Conference Room, located at **915 8<sup>th</sup> Street, Marysville, CA 95901** on **Wednesday, December 21, 2011 at 9:00 AM.** Failure to sign in and attend this meeting will disqualify you from submitting a valid bid.

The County will not accept responsibility for delays in receipt of bids sent by mail or other carriers. It shall be the sole responsibility of each bidder to ensure that the Purchasing Division receives bids no later than the time stated for bid opening. All bids received after said time and date shall be rejected.

The County reserves the right to reject any or all bids or to waive any informalities or minor irregularities in the bid.

All bids and pricing shall be guaranteed for 60 days and shall be effective for the term of the contract once awarded.

The bid specifications and application will be available on the Yuba County Purchasing website:

<http://www.co.yuba.ca.us/Departments/Admin%20Services/purchasing%20solicitaions.aspx>

General work description: The work in general consists of providing on-call / per request cleaning services to include carpet cleaning, floor cleaning (strip and wax or seal), and/or window washing services at various County buildings in the greater Marysville area. Bidders may bid on one, two, or three components of this work and the County reserves the right to award to more than one vendor. In Appendix A of this document are the specific locations included in this offering; any additional locations that the County assumes during the course of this contract will be added as an amendment to this contract.

Any and all questions concerning this bid and/or specifications shall be submitted in writing and may be directed to Doug McCoy, Department Director at [dmccoy@co.yuba.ca.us](mailto:dmccoy@co.yuba.ca.us) or 530-749-7880. All questions must be received by Tuesday, December 27<sup>th</sup>. All answers shall be posted to the website above and shall be considered an addendum to the proposed agreement. Proposers shall affirm as part of their response that they have reviewed any addendums posted.

**PART I  
GENERAL CONDITIONS**

**1. PREPARATION AND SUBMITTAL OF BIDS**

- A. Bids not submitted on the Bid Proposal Form may be rejected.
- B. Bids are to be submitted on forms contained in the bid packet. Bids are to be submitted to Yuba County Administrative Services Department, Attn: Purchasing, 915 8<sup>th</sup> Street, Suite 119, Marysville, CA 95901, on or before Friday, December 30, 2011, at 5:00PM. Bids are to be submitted in a sealed envelope and marked "Custodial Services Bid."
- C. All information requested of the bidder shall be entered in the appropriate space on the Bid Form. Failure to do so may disqualify your bid.
- D. All information shall be entered in ink or typewritten. Mistakes may be crossed out and corrections inserted before submission of your bid. The person signing the bid shall initial corrections in ink.
- E. Corrections and/or modifications received after the closing time will not be accepted. Any exceptions to specifications must be stated on the bid.
- F. The bid form must be received by the date and at, or prior to, the time specified in Part 1, Section 1 B of the General Conditions of this Request for Quote to be considered. Submissions sent by mail must be sent sufficiently in advance of that date to ensure timely delivery to the above address identified in the opening paragraph of this Request for Quote. Failure to meet the due date will result in the elimination of the Bidder from the bidding process. The County of Yuba will not accept postmarks from the U.S. Postal Service or other facsimile record(s) or other carriers as proof of timeliness. The County will not accept telegraphic (fax) or telephone bids.
- G. An authorized officer or agent of the bidder shall sign all bids.
- H. All bids, whether accepted or rejected, shall become the property of the County of Yuba.

**2. BRAND NAMES**

- A. Any reference to brand names and numbers in the invitation for bids is descriptive, but not restrictive, unless otherwise specified.
- B. Bids on equivalent items meeting the standards of quality thereby indicated would be considered, unless otherwise specified, provided the bid clearly describes the article offered and how it differs from the referenced brands.
- C. Unless the bidder specifies otherwise in his/her bid, it is understood that the bidder is offering a referenced brand item as specified in the invitation for

bids. The County of Yuba reserves the right to determine whether a substitute offer is equivalent to and meets the standards of quality indicated by the brand name references; the County of Yuba may require a bidder offering a substitute to supply additional descriptive material.

**3. PAYMENT, TERMS, & INVOICE REQUIREMENTS**

- A. Payment terms are net 30 days. Prepayment options shall not be acceptable.
- B. Invoices shall be mailed to Yuba County Administrative Services and shall be prepared in a manner so as to keep work executed in different County buildings and/or areas as detailed by the Project Liaison.
- C. Prior to the beginning of service, a contract will be drafted and signed for an entire fiscal year's worth of custodial services maintenance. Any work performed outside the normal course of this contract, after approved by the Project Liaison, will be invoiced on a time and materials basis. The contractor shall submit invoices monthly for the work performed as per the contract. In addition, each site must be invoiced separately.

**4. LIABILITIES**

- A. The bidder shall hold the County of Yuba, its officers, agents, and employees harmless from liability of any nature or kind because of use of any copyrighted or non-copyrighted cleaning method or process as well as any patented or non-patented invention, articles or appliances furnished or used under this bid, and agrees to defend, at his/her own expense, any and all actions brought against the County of Yuba or himself/herself because of the unauthorized use of such articles.

**5. AWARD OF CONTRACT**

**A. Competitive Bidding**

If more than one bid is offered by an individual, firm, co-partnership, corporation, association, or any combination thereof under the same or different names, all such proposals may be rejected. All bidders are put on notice that any collusive agreement fixing the prices to be bid so as to control or effect the awarding of this bid is in violation of competitive bidding requirements, and may render any bid under such circumstances void.

**B. Acceptance of Bid and Award of the Contract**

The award of this contract will be based upon the determination of the lowest responsive and responsible bid that meets all of the County's specifications and requirements. The County of Yuba has the sole discretion to determine which bid, and the services offered therein, are the most

economical and advantageous to the County from the standpoint of suitability to purpose, overall service quality, delivery and discount terms, service reputation, demonstrated satisfactory work history and expertise. If the bid to be accepted is less than \$50,000, the contract may be awarded by the County Purchasing Agent. If the bid exceeds \$50,000, the contract shall be awarded by the Yuba County Board of Supervisors.

C. Within sixty (60) days after the bid opening, a contract will be awarded by Yuba County Administrative Services. The time for awarding the contract may be extended by the County's Purchasing Agent for a reasonable time beyond sixty (60) days, as may be required to evaluate bids, or for such other purposes as the County may determine. The "lowest responsive and responsible bidder" is defined as follows:

1. Bid offered
2. The ability of the service and contract offered to provide the quality, fitness and capacity for the required usage
3. The ability, capacity and skill of the bidder to perform the contract or provide the service required
4. The character, integrity, reputation, judgment, experience, financial stability and efficiency of the bidder, particularly with reference to past services for the County
5. Whether the bidder can perform the contract and/or deliver the materials, supplies, and services within the time required
6. The quality of performance and/or quality of products provided in previous contracts or services
7. Other information secured and having bearing on the decision to award the contract
8. Continuity of service

D. If a contract shall be entered into by the bidder and the County of Yuba, such contract shall not be assignable by the bidder in whole or in part without the written consent of the County of Yuba.

E. The County is requesting this to be a one (1) year agreement, with the possibility for two (2) one-year extensions.

## **6. CHANGES IN CONTRACT**

A. No changes may be made in the contract without written authorization of the County of Yuba.

## **7. TERMINATION FOR CAUSE**

A. In the event the Contractor fails to meet the bid specifications of the contract, as determined solely by the County, the County may terminate the contract without penalty and be relieved of any further consideration to the Contractor. Notice of such termination shall be in writing and shall take effect ten (10) days after mailing such notice. In the event of termination,

the full extent of County liability shall be limited to an equitable adjustment and payment for materials and/or services authorized by and received to the satisfaction of the County prior to termination.

**8. TERMINATION FOR CONVENIENCE**

- A. County may terminate the contract at any time and for any reason by giving specific written notice to the Contractor of such termination and specifying the effective date thereof, at least thirty (30) days prior to the effective date of such termination. If the contract is terminated by the County, as provided in this paragraph, Contractor shall be entitled to receive just and equitable compensation for any satisfactory work completed. Contractor expressly agrees that no further penalties, remedies, or consideration would be forthcoming in the event of termination for convenience.

**9. STATEMENT OF INTENT**

- A. It is the intent of County of Yuba that the contract will be in full compliance with the specifications.

**10. LABOR FORCE AND SUPERVISION**

- A. The Contractor shall be able to provide sufficient labor at all times to carry out the contracted work and shall obtain and maintain all insurance required under this Section and, prior to executing the contract, shall furnish the County of Yuba with satisfactory proof that the requirements of this Section have been fully complied with.
- B. All labor provided to work in most areas inside County buildings shall be subjected to and pass a Live Scan DOJ/FBI background check. Background checks can be coordinated through Administrative Services and done at a County facility but the cost shall be that of the contractor.

**11. INSURANCE**

- A. Workers' Compensation Coverage

Contractor shall maintain Workers' Compensation Insurance and Employer's Liability Insurance for his/her employees in accordance with the laws of the State of California. Contractor shall furnish this utilizing Insurance Services Office (ISO) Commercial General Liability Occurrence form number CG 00 01 or an equivalent ISO form. Any notice of cancellation or non-renewal of all Workers' Compensation policies must be received by the County at least thirty (30) days prior to such change. The insurer shall agree to waive all rights of subrogation against County, its officers, agents, employees and volunteers for losses arising from work performed by the

Contractor for County. This provision shall not apply if Contractor has no employees performing work under this Agreement.

B. General Liability Coverage

Contractor shall maintain commercial general liability insurance in an amount not less than one million dollars (\$1,000,000) per occurrence for bodily injury, personal injury and property damage. If a commercial general liability insurance form or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the work to be performed under this Agreement or the general aggregate limit shall be at least twice the required occurrence limit.

C. Automobile Liability Coverage

Contractor shall maintain automobile liability insurance covering bodily injury and property damage for all activities of the Contractor arising out of or in connection with the work to be performed under this Agreement, including coverage for owned, hired and non-owned vehicles, in an amount of not less than one million dollars (\$1,000,000) combined single limit for each occurrence.

D. Endorsements

Each general liability and automobile liability insurance policy shall be with insurers possessing a A.M. Best's rating of no less than A:VII and shall be endorsed with the following specific language:

1. The County, its elected or appointed officers, officials, employees, agents and volunteers are to be covered as additional insured with respect to liability arising out of work performed by or on behalf of the Contractor, including materials, parts or equipment furnished in connection with such work or operations.
2. This policy shall be considered primary insurance as respects to the County, its elected or appointed officers, officials, employees, agents and volunteers. Any insurance maintained by the County, including any self-insured retention the County may have shall be considered excess insurance only and shall not contribute with it.
3. This insurance shall act for each insured and additional insured as though a separate policy had been written for each, except with respect to the limits of liability of the insuring company.
4. The insurer waives all rights of subrogation against the County, its elected or appointed officers, officials, employees or agents.
5. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the County, its elected or appointed officers, officials, employees, agents or volunteers.

6. The insurance provided by this policy shall not be suspended, voided, canceled, or reduced in coverage or in limits except after thirty (30) days written notification from when the County has received notice.

F. Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to and approved by the County. At the County's option, Contractor shall demonstrate financial capability for payment of such deductibles or self-insured retention's.

G. Certificates of Insurance

Contractor shall provide Certificates of Insurance with original endorsements to County, as evidence of the insurance coverage required herein. The County, its elected or appointed officers, officials, employees, agents and volunteers are to be covered as additional insured with respect to liability arising out of work performed by or on behalf of the Contractor, including materials, parts or equipment furnished in connection with such work or operations. Certificates of such insurance shall be filed with the County on or before commencement of performance of this agreement. Current certification of insurance shall be kept on file with the County at all times during the term of this Agreement.

**12. CONFLICT OF INTEREST**

A. Bidder warrants and covenants that no official or employee of the County of Yuba, nor any business entity which an official of the County of Yuba has an interest, has been employed or retained to solicit or aid in the procuring of the resulting contract, or purchase order, nor that any such person will be employed in the performance of such contract without immediate divulgence of such fact to the County of Yuba.

B. The relationship of the Contractor to the County will be that of an independent contractor and not as an officer, employee or agent of the County.

**13. FORCE MAJEURE**

A. In the event of emergencies or natural disasters such as fire, flood, blizzard, strike, accident, consequences of foreign or domestic wars, or any other cause beyond the control of the parties to this agreement which will delay or interfere with the use or delivery of the products described in this bid, deliveries under said agreement may, at the option of either party, be suspended during the period required to remove the cause or repair the damage.

- B. The County of Yuba reserves the right to acquire from other sources any products necessary for the proper operation of its business during any suspension of agreement pursuant to circumstances outlined above.

**14. NON-DISCRIMINATION**

- A. The Contractor shall be responsible to see that there is no discrimination against any employee who is employed in the work covered by the Contract or any applicant for employment because of sex, race, religion, color, or national origin, and that this Contract provision shall include but not be limited to, the following: employment, upgrading, promotion or transfer, recruitment, or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training including apprenticeship.
- B. It is the policy of the County of Yuba that, in accordance with the provisions of State and Federal Law concerning the use of State or Federal Funds, no otherwise qualified individual shall, solely by reason of his or her race, color, religion, sex, national origin, age, marital status, ancestry, or handicap, be denied the benefits of or be subjected to discrimination under any program, activity or hiring practice.

**15. ADDENDUMS**

- A. The bidder is responsible for checking the County's website (<http://www.co.yuba.ca.us/Departments/Admin%20Services/purchasing%20solicitaions.aspx>) or calling the Yuba County Administrative Services Department, Purchasing Division at (530) 749-7882 for addendum(s). Addendum(s) may be posted up to 72 (seventy-two) hours prior to the bid opening. The bidder is responsible for incorporating all addendum(s) into the original bid package. The bid proposal form has an area to indicate if addendum(s) released by the County were incorporated into the bid proposal form by the bidder. If the bidder does not acknowledge the addendum(s), the County reserves the right to reject the bid.



## **PART II SPECIFICATIONS**

### **GENERAL**

The County of Yuba wishes to enter into a two (2) year agreement with a contractor to provide the service of various custodial maintenance services to include on-call carpet cleaning, window washing, and floor cleaning. 'On call; shall mean work that is scheduled in advance, not on an emergency basis. Bidders may bid on one specific category, all three, or a combination.

The specifics of the scope of work are as follows:

### **CARPET CLEANING:**

- Clean carpeted areas in the Yuba County Government Center, 915 8th Street, Marysville (approx 49,100 sq ft).
- Clean carpeted areas in the Health and Human Services Department in the Yuba County Packard Avenue Facility located at 5730 Packard Avenue, Marysville, CA (approx 57,300 sq ft).
- Clean carpeted areas in the Child Support Services in the Yuba County Packard Avenue Facility located at 5730 Packard Avenue, Marysville, CA (approx 11,100 sq ft).
- Clean carpeted areas in the Yuba County Library located at 303 2<sup>nd</sup> Street, Marysville, CA (approx 19,500 sq ft).
- Clean carpeted areas in the Yuba County Education Building located at 935 14<sup>th</sup> Street, Marysville, CA (approx 14,700 sq ft).
- Clean carpeted areas in the Probation and District Attorney's offices on the first floor of the Yuba County Courthouse, 215 5<sup>th</sup> Street, Marysville, CA (approx 17,500 sq ft).
- Clean carpeted areas in the Consolidated Court Clerk's office and court conference room second floor of the Yuba County Courthouse located at 215 5<sup>th</sup> Street, Marysville, CA (approx 4,200 sq ft).
- Clean carpeted areas of the Superior Court Annex located at 120 5<sup>th</sup> Street, Marysville, CA (approx 5,200 sq ft).
- Clean the carpeted areas of the five (5) courtrooms, attached judge's chambers, adjoining hallways and office areas on the second floor of the Yuba County Courthouse located at 215 5<sup>th</sup> Street, Marysville, CA (approximately 16,000 square feet).
- Provide per square foot (per sq. ft) charge for commercial office cleaning of carpeted areas.

### **FLOOR CLEANING:**

- Strip/wax hallway floors at the Yuba County Government Center, 915 8<sup>th</sup> Street, Marysville, CA.
- Clean and seal ceramic tile in inside 1<sup>st</sup> floor lobby of the Yuba County Courthouse.
- Clean and seal exposed aggregate flooring inside Yuba County Library.
- Provide per square foot charges for hard tile floor stripping/waxing.

## **WINDOW WASHING:**

- Clean inside and outside of windows in the main entrance, and all remaining outside windows at the Yuba County Government Center, 915 8<sup>th</sup> Street, Marysville, CA.
- Clean windows, inside and out, at the Yuba County Library, 303 2<sup>nd</sup> Street, Marysville, CA.
- Clean the following windows at the Yuba County Courthouse, 215 5<sup>th</sup> Street, Marysville, CA: 1st floor entryway windows, inside and out. 2nd and 3rd floor windows, outside only.
- Clean all outside windows at the Yuba County Packard Facility, 5730 Packard Avenue, Marysville, CA.

## ***SPECIAL NOTE:***

***Vendor is responsible for any measurements deemed necessary to provide accurate quotation. A Bidders Conference will occur to allow you the opportunity to view the areas intended to be included in this contract.***

## **BIDDER CONFERENCE**

A bidder's conference and site walk will occur on Wednesday, December 21<sup>st</sup> at 9:00 a.m. at the Yuba County Government Center in the Wheatland Room. Conference will include a walk of all areas to be included under this contract.

## **STATE LICENSE**

Contractor shall be required to possess any required State of California licenses as necessary for this work.

## **SAFETY**

The Contractor shall plan and conduct the work in a manner that will safeguard all persons from injury in accordance with CAL OSHA regulations and shall take precautions required by all other applicable governmental regulations.

## **WORK SCHEDULES**

A primary contact at the County, or a 'Project Liaison, shall be assigned upon contract award. Work schedules shall be coordinated with this County Project Liaison. Some work may be done during business hours, and some must occur after hours so as not to impede County business. This schedule shall be coordinated with the County Project Liaison.

## **RESPONSE TO CALLS AND EMERGENCY SITUATIONS**

If during the performance of work an emergency situation arises, it shall be reported to the Project Liaison immediately. Situations affecting individual health and life safety shall be reported *AFTER* calling 911.

## **WORK DEFICIENCIES AND CORRECTIONS**

Work shall be performed to the satisfaction of the County and subject to acceptance of the County Project Liaison. Deficiencies shall be identified and rectified as mutually agreed by both parties.

## **MATERIALS TO BE PROVIDED BY THE CONTRACTOR**

Contractor shall provide all necessary chemicals, cleaning agents, and materials necessary to complete work as defined. Contractor shall provide any necessary Material Safety Data Sheets (MSDS) on chemicals they plan to use on site to the Project Liaison.

## **QUALIFICATIONS OF SUPERVISORY EMPLOYEES**

All on site supervisory personnel engaged in directing the work to be accomplished under this contract shall possess at least two (2) years recent satisfactory experience within the past five (5) years in custodial services in a supervisory capacity for jobs similar in size to this contract. A supervisor, foreperson or lead worker must be on the jobsite each time work is performed under this contract. In addition, supervisors must speak, read, and write English, apply written rules and follow written instructions. Contractor will stipulate that the Supervisor shall be vested with the authority to speak for the Contractor, and all notices, directions, and instructions given to the Supervisor shall be binding as if given to the Contractor. In the event a new Supervisor is appointed, the Contractor shall submit to the Project Liaison in writing within five (5) business days the effective date of change and the full name of the new Supervisor.

## **BIDDER REFERENCES**

Bidders shall include in their response a list of at least three (3) organizations, which can be used as references for performance of similar services. Bidders shall endeavor to include references from public sector agencies. Include the name and telephone number for the contact person. Selected organizations may be contacted to determine the quality of work performed and the personnel assigned to the job.

## **CHANGES**

Should the County, at any time during the term of this contract, request any alterations, deviations, additions, or omissions from the contract specifications, it shall be at liberty to do so, and the same shall in no way effect or make void this contract, but will be added to or deducted from the amount of said contract price as the case may be by a fair and reasonable valuation.

## **BUSINESS LICENSE**

All businesses doing work in the County of Yuba shall verify if they are required to be registered for and pay for any Business Tax(es) and/or License. The Contractor and/or subcontractor(s) who is/are awarded the bid shall pay all costs necessary to obtain these licenses and/or tax(es) and maintain them in full force and effect during the term of this Contract. There is currently no business license required to conduct business in the County, but it is incumbent on the Contractor to verify all licensing needs prior to work commencing.

## **INSURANCE**

The contractor must provide proof of insurance as outlined under Labor Force and Supervision. Contractor must submit a letter at time of bid from the contractor's insurance carrier indicating that the insurance company has read the insurance requirements stated herein and will be able to provide the certificate and endorsement for the coverage required. A copy of contractor's insurance policy will not satisfy this requirement.

## **PRICING**

Only those charges that are identified in the Proposal and agreed upon by the County will be allowed. Charges shall remain firm the initial twelve (12) month period of the contract. Annual increases in charges must be justified to the County and submitted in writing. The increases cannot exceed the Consumer Price Index (CPI) increase. The CPI will be calculated as outlined below.

Prices may be adjusted annually (on the day the contract was signed by The County of Yuba and the Contractor) by an amount not to exceed the CPI for the San Francisco Area, All Urban Wage Earners, published by the United States Department of Labor, Bureau of Labor Statistics for the prior 12-month period. Prices shall remain firm for the following 12-month period. The charges may be increased in the following manner: the numerator will be the CPI (as listed above) of the month three (3) months prior to the Adjustment Date and the denominator will be the CPI (as listed above) of the previous year of the month three (3) months prior to the signing of the contract. Under no circumstances will adjustments in the fees exceed five (5) percent per additional period. Contractor must provide the County 30 (thirty) day written notification of any proposed price increases. Price increases shall become effective 30 (thirty) days after the County receives written notification of such increases. The effective date shall be 30 (thirty) days from the date of the postmark or fax. Notifications of price increases may be faxed; however, mailing of the original must follow.

## **STANDARD AGREEMENT**

The contract begins on the date the contract is signed by both parties. After the awardee has been determined, a formal standard agreement will be signed including any modifications or revisions to the scope of work.

## **BID PROPOSAL FORM**

Please provide monthly subtotals for each category of custodial maintenance for each described area. Add the monthly subtotals together to get a grand total for one month. Award will be based on the lowest responsive and responsible bidder that meets all County service requirements. Additional pricing needs to be submitted for hourly charges for work performed outside of the above specifications.

Bidder shall provide the hourly charge for services that would be performed outside the above specifications on the bid proposal form. The use of this hourly charge and a description of services that will be performed outside of the above scope must be approved by the Project Liaison before charges are levied or labor is to be started. The County reserves the right to not pay the hourly charge for work performed outside of the scope of services that are completed without the approval of the Project Liaison.

The bidder shall also provide an approximate cost per square foot for additional services, including any future work that may be added to the contract.

**AREA DESCRIPTION / LOCATION**

Please see APPENDIX A for specific locations included in this contract.

## APPENDIX A

Addresses of the buildings included in this agreement:

- Yuba County Government Center  
915 8<sup>th</sup> Street  
Marysville, CA
- Yuba County Courthouse  
215 5<sup>th</sup> Street  
Marysville, CA
- Yuba County Library  
303 Second Street  
Marysville, CA
- Health & Human Services and Child Support Services facility  
5730 Packard Avenue  
Olivehurst, CA
- County Office of Education (North Annex)  
935 14<sup>th</sup> Street  
Marysville, CA
- Superior Court Annex  
120 Fifth Street  
Marysville, CA

## BIDDERS PROPOSAL FORM

Company Name: \_\_\_\_\_

What follows are my company's proposed costs for the listed activities:

### CARPET CLEANING

Item	Description	Per Sq Ft	Total
1	Clean carpeted areas in the Yuba County Government Center, 915 8 <sup>th</sup> St. Marysville (approx 49,100 sq ft).	\$ _____	\$ _____
2	Clean carpeted areas in the HHS Dept. in the Yuba County Packard Ave. Facility, 5730 Packard Ave, Marysville, CA. (approx 57,300 sq ft).	\$ _____	\$ _____
3	Clean carpeted areas in the CSS Dept. in the Yuba County Packard Ave. Facility, 5730 Packard Ave, Marysville, CA. (approx 11,100 sq ft).	\$ _____	\$ _____
4	Clean carpeted areas in the Yuba County Library, 303 2 <sup>nd</sup> St. Marysville (approx 19,500 sq ft).	\$ _____	\$ _____
5	Clean carpeted areas in the Yuba County Education Building, 938 14 <sup>th</sup> St. Marysville (approx 14,700 sq ft).	\$ _____	\$ _____
6	Clean carpeted areas in the Probation and District Attorney's offices on the first floor of the Yuba County Courthouse, 215 5th St. Marysville (approx 17,500 sq ft).	\$ _____	\$ _____
7	Clean carpeted areas in the Consolidated Court Clerk's office and court conference room second floor of the Yuba County Courthouse, 215 5th St. Marysville (approx 4,200 sq ft).	\$ _____	\$ _____
8	Clean carpeted areas of the Superior Court annex 120 5 <sup>th</sup> St. Marysville (approx 5,200 sq ft).	\$ _____	\$ _____
9	Clean the carpeted areas of the five courtrooms, attached judge's chambers, adjoining hallways and office areas on the second floor of the Yuba County Courthouse, 215 5th street Marysville (approximately 16,000 square feet).	\$ _____	\$ _____
10	Provide per sf charge for commercial office cleaning of carpeted areas.	\$ _____	\$ _____
	<b>Total</b>	\$ _____	\$ _____

As part of my proposal, I affirm I am in receipt of the addendums number(s): \_\_\_\_\_

**FLOOR CLEANING**

Item	Description	Per Sq Ft	Total
1	Strip/wax hallway floors at the Yuba County Government Center, 915 8 <sup>th</sup> St. Marysville.	\$ _____	\$ _____
2	Clean and seal ceramic tile in inside 1 <sup>st</sup> floor lobby of the Yuba County Courthouse.	\$ _____	\$ _____
3	Clean and seal exposed aggregate flooring inside Yuba County Library.	\$ _____	\$ _____
4	Provide per SF charges for hard tile floor stripping/waxing	\$ _____	\$ _____
	<b>Total</b>	\$ _____	\$ _____

**WINDOW CLEANING**

Item	Description	Per Sq Ft	Total
1	Clean inside and outside of windows in the main entrance, and all remaining outside windows at the Yuba County Government Center, 915 8 <sup>th</sup> St. Marysville.	\$ _____	\$ _____
2	Clean windows, inside and out, at the Yuba County Library, 303 2 <sup>nd</sup> St. Marysville.	\$ _____	\$ _____
3	Clean the following windows at the Yuba County Courthouse, 215 5 <sup>th</sup> St. Marysville, CA: 1 <sup>st</sup> floor entryway windows, inside and out. 2 <sup>nd</sup> and 3 <sup>rd</sup> floor windows, outside only.	\$ _____	\$ _____
4	Clean all outside windows at the Yuba County Packard Facility, 5730 Packard Ave, Marysville, CA	\$ _____	\$ _____
	<b>Total</b>	\$ _____	\$ _____

I understand my company may propose to do one, two, or all three categories of the work. And that not proposing on all three shall not count against my submission.

Monthly pricing is hereby submitted by: \_\_\_\_\_,

and my title is: \_\_\_\_\_. I am a duly sanctioned principal of the company and authorized to submit this proposal.

Signed: \_\_\_\_\_