

**BOARD OF COUNTY COMMISSIONERS
ESCAMBIA COUNTY, FLORIDA**

OFFICE OF PURCHASING

213 PALAFOX PLACE, 2nd Floor

P.O. BOX 1591

PENSACOLA, FL 32591-1591

TELEPHONE (850)595-4980

(SUNCOM) 695-4980

TELEFAX (850)595-4805

<https://myescambia.com/our-services/purchasing>



Paul R. Nobles
Purchasing Manager

July 11, 2017

To: All Known Prospective Bidders

ADDENDUM NUMBER #2:

Re: Custodial Services for Various County Buildings

Specification Number: PD 16-17.064

All:

We recently sent you an Invitation to Bid on the above mentioned specification.

This Addendum #2 provides for:

Information Requested

Attached as requested, the fully executed contract, original bid, addenda, and submitted bid from the current contractor.

Bid Tabulation

Bid tabulation for PD 10-11.049 attached as requested.

This Addendum Number #2 is furnished to all known prospective Bidders. Please sign and return one copy of this Addendum, with original signature, with your bid as an acknowledgement of your having received same. You may photo copy for your record.

Sincerely,

Emily D. Weddington, CPPB
Purchasing Specialist

Acknowledgement of Receipt of Addendum:

SIGNED: _____

COMPANY: _____

ENC.

EDW

AGREEMENT FOR CUSTODIAL SERVICES PD 10-11.049

This is an Agreement is made this 4th day of Aug, 2011, by and between Escambia County, a political subdivision of the State of Florida, by and through its Board of County Commissioners (hereinafter referred to as "County"), with administrative offices located at 221 South Palafox Street, Pensacola, Florida 32502, and American Facility Services, Inc., a for-profit corporation, authorized to do business in the State of Florida (hereinafter referred to as "Contractor"), whose federal identification number is 58-1950842, and whose principal address is 1325 Union Hill Industrial Court, Suite A, Alpharetta, GA 30004.

WITNESSETH:

WHEREAS, Contractor is a firm with expertise in the area of professional custodial services; and

WHEREAS, the County is in need of a Contractor to provide such custodial services for County buildings as specified herein.

NOW, THEREFORE, in consideration of the mutual terms and conditions, promises, covenants and payments hereinafter set forth, the County and the Contractor agree as follows:

1. The recitals contained in the preamble of this Agreement are declared to be true and correct and are hereby incorporated into this Agreement.
2. Term. This Agreement shall commence upon the date last executed by the parties and continue for a term of three (3) years, with an option to renew for three (3) successive 12 month periods. In no event shall the agreement extend beyond six (6) years in duration after exercising all options for renewal.
3. Scope of Services. Contractor agrees to provide custodial services including, but not limited to, the scope of services outlined in Escambia County's ITB Specification No. P.D. 10-11.049, as modified and amended by Addendum #1 and Addendum #2, attached hereto as Composite Exhibit "A," and as provided in the Contractor's Proposal attached hereto as Exhibit "B". In the event of a conflict between the terms of the Exhibits referenced above and this Agreement, the terms of this Agreement shall prevail.
4. Compensation. In exchange for Contractor's provision of the scope of services referenced in Section 3 above, County shall pay Contractor in accordance with the Bid Form, dated June 8, 2011, provided as part of the Contractor's Proposal, attached hereto as Exhibit "B".
5. Method of Billing. Contractor shall submit invoices to the County on a monthly basis. Invoices shall reflect the amount due and owing for monthly fees with

appropriate supporting documentation. The County agrees it shall make its best efforts to pay Contractor within thirty (30) days of receipt and approval of Contractor's invoice.

6. Termination. This Agreement may be terminated for cause or convenience by either party upon providing thirty (30) days written notice to the other party.

7. Indemnification. The Contractor agrees to save harmless, indemnify, and defend County and its agents, officers and employees from any and all claims, suits, actions, damages, liabilities, expenditures or causes of action of any kind, losses, penalties, interest, demands, judgments, and cost of suit, including attorneys' fees and paralegals' fees, for any expense, damage or liability incurred by any of them, whether for personal injury, death, property damage, direct or consequential damages, or economic loss, including environmental impairment, arising directly or indirectly, on account of or in connection with the Contractor's negligent, reckless, or intentional wrongful misconduct in the performance of this Agreement or by any person, firm, or corporation to whom any portion of the performance of this Agreement is subcontracted to or used by the Contractor or by anyone for whom the Contractor is legally liable. The parties understand and agree that such indemnification by the Contractor relating to any matter, which is the subject of this Agreement, shall extend throughout the term of this Agreement and any statutes of limitation thereafter. The Contractor's obligation shall not be limited by, or in any way to, any insurance coverage or by any provision in or exclusion or omission from any policy of insurance. The Contractor agrees to pay on behalf of Escambia County, as well as provide a legal defense for the County, both of which will be done only if and when requested by the County, for all claims relating to this Agreement. Such payment on the behalf of the County shall be in addition to any and all other legal remedies available to the County and shall not be considered to be the County's exclusive remedy.

8. Insurance. The Contractor is required to carry the following insurance:

(a) Commercial General Liability with \$1,000,000 minimum per occurrence, including coverage parts of bodily injury, property damage, broad form property damage, personal injury, independent contractors, blanket contractual liability, and completed operations.

(b) Automobile Liability with \$1,000,000 per occurrence minimum combined single limits for all hired, owned, and non-owned vehicles.

(c) Excess or Umbrella Liability

(d) Florida statutory workers' compensation and employers' liability with employer's liability limits of at least \$100,000 each accident and \$100,000 each employee/\$500,000 policy limit for disease.

(e) It is understood and agreed by the parties that in the event that the Contractor consists of a joint venture, partnership, or other association of professional or business firms, each such firm shall be required to individually carry the above cited coverages.

(f) Contractor agrees all liability coverage shall be through carriers admitted to do business in the State of Florida. Certificates of insurance shall be provided to the County prior to commencement of work hereunder. Certificates shall reflect the additional insured status of Escambia County and shall provide for a minimum of thirty (30) days notice of cancellation. Escambia County and the Board of County Commissioners also shall be the certificate holders.

9. Notice. Any notice, payment or other communication under this Agreement required hereunder or desired by the party giving such notice shall be given in writing and delivered by hand or through the instrumentality of certified mail of the United States Postal Service or private courier service, such as Federal Express. Unless otherwise notified in writing of a new address, notice shall be made to each party as follows:

To: American Facility Services, Inc.
Attention: Kevin McCann
1325 Union Hill Industrial Ct., Ste A
Alpharetta, GA 30004

To: County
Attention: County Administrator
221 Palafox Place, Suite 420
Pensacola, Florida 32502

Rejection, or other refusal by the addressee to accept, or the inability of the courier service or the United States Postal Service to deliver because of a changed address of which no notice was given, shall be deemed to be receipt of the notice sent. Any party shall have the right, from time to time, to change the address to which notices shall be sent by giving the other party at least ten (10) days prior notice of the address change.

10. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida, and the parties stipulate that venue shall be in the County of Escambia.

11. Public Records. The Contractor acknowledges that this Agreement and any related financial records, audits, reports, plans correspondence, and other documents may be subject to disclosure to members of the public pursuant to Chapter 119, Florida Statutes. In the event the Contractor fails to abide by the provisions of Chapter 119, Florida Statutes, the County may, without prejudice to any other right or remedy and after giving the Licensee and its surety, if any, seven days written notice, during which period the Licensee still fails to allow access to such documents, terminate the contract of the Licensee.

12. Entire Agreement. This Agreement contains the entire agreement between the parties and supersedes all prior oral or written agreements. Contractor acknowledges that it has not relied upon any statement, representation, prior or contemporaneous written or oral promises, agreements or warranties, except such as are expressed herein. The terms and conditions of this Agreement can only be amended in writing upon mutual agreement of the parties.

13. Compliance with Laws. Contractor agrees to comply with all federal, state and local laws, rules, policies, or guidelines related to the performance of this Agreement, including but not limited to properly registering as a lobbyist for representation of the County with the appropriate governmental entities as well as making all necessary lobbying reports in a timely manner to the proper authorities.

14. Miscellaneous. If any term or condition of this Agreement shall be invalid or unenforceable, the remainder of the terms and conditions of this Agreement shall remain in full force and effect. This Agreement shall not be more strictly construed against either party hereto by reason of the fact that one party may have drafted or prepared any or all of the terms and provisions hereof.

15. Annual Appropriation. Pursuant to the requirements of Florida law and Article II of Chapter 46, Escambia County Code of Ordinances, the County's performance and obligation to fund this Agreement shall be contingent upon an annual appropriation by the Escambia County Board of County Commissioners.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement on the respective dates under each signature: ESCAMBIA COUNTY through its BOARD OF COUNTY COMMISSIONERS, signing by and through its Chairman, authorized to execute same by Board action on the 4th day of August, 2011, and American Facility Services, Inc., signing by and through its President, duly authorized to execute same.

This document approved as to form and legal sufficiency.

By: [Signature]
Title: ACA
Date: 8/4/11

ATTEST: Ernie Lee Magaha
Clerk of the Circuit Court

COUNTY:
BOARD OF COUNTY COMMISSIONERS
ESCAMBIA COUNTY, FLORIDA

By: [Signature]
Kevin W. White, Chairman

Date: August 18, 2011

BCC Approved: 08-04-2011

By: [Signature]
Deputy Clerk

CONTRACTOR:
AMERICAN FACILITY SERVICES, INC.

By: [Signature]
Kevin McCann, President

ATTEST:
By: [Signature]
Corporate Secretary

(SEAL)

1. The first part of the document is a letter from the President of the United States to the Congress, dated January 1, 1861. It is a very important document, as it contains the President's message to the Congress at the beginning of his first term.

2. The second part of the document is a letter from the President to the Congress, dated January 1, 1861. It is a very important document, as it contains the President's message to the Congress at the beginning of his first term.

3. The third part of the document is a letter from the President to the Congress, dated January 1, 1861. It is a very important document, as it contains the President's message to the Congress at the beginning of his first term.

4. The fourth part of the document is a letter from the President to the Congress, dated January 1, 1861. It is a very important document, as it contains the President's message to the Congress at the beginning of his first term.

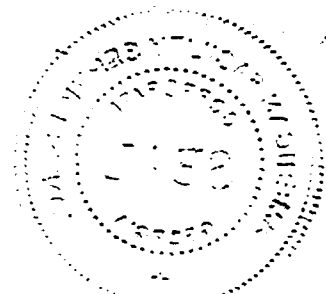
5. The fifth part of the document is a letter from the President to the Congress, dated January 1, 1861. It is a very important document, as it contains the President's message to the Congress at the beginning of his first term.

6. The sixth part of the document is a letter from the President to the Congress, dated January 1, 1861. It is a very important document, as it contains the President's message to the Congress at the beginning of his first term.

7. The seventh part of the document is a letter from the President to the Congress, dated January 1, 1861. It is a very important document, as it contains the President's message to the Congress at the beginning of his first term.

8. The eighth part of the document is a letter from the President to the Congress, dated January 1, 1861. It is a very important document, as it contains the President's message to the Congress at the beginning of his first term.

9. The ninth part of the document is a letter from the President to the Congress, dated January 1, 1861. It is a very important document, as it contains the President's message to the Congress at the beginning of his first term.



**ESCAMBIA COUNTY FLORIDA
INVITATION TO BID
BIDDER'S CHECKLIST
CUSTODIAL SERVICES FOR COUNTY BUILDINGS
SPECIFICATION PD 10-11.049**

- HOW TO SUBMIT YOUR BID

PLEASE REVIEW THIS DOCUMENT CAREFULLY. OFFERS THAT ARE ACCEPTED BY THE COUNTY ARE BINDING CONTRACTS. **INCOMPLETE BIDS ARE NOT ACCEPTABLE.** ALL DOCUMENTS AND SUBMITTALS SHALL BE RECEIVED BY THE OFFICE OF PURCHASING ON OR BEFORE DATE AND HOUR FOR SPECIFIED FOR RECEIPT. LATE BIDS WILL BE RETURNED UNOPENED.

** Documents submitted with Bids are to be on the forms provided in the Invitation to Bid and photocopies of other required documents*

THE FOLLOWING DOCUMENTS SHALL BE RETURNED WITH BID:

- SOLICITATION, OFFER AND AWARD FORM (IN DUPLICATE WITH ORIGINAL SIGNATURE)
- BID FORMS (IN DUPLICATE WITH ORIGINAL SIGNATURE)
- BID SURETY (BOND, CHECK, ETC.)

THE FOLLOWING DOCUMENTS SHOULD BE RETURNED WITH BID

- LETTER FROM INSURANCE CARRIER AS SPECIFIED IN THE "INSURANCE REQUIREMENTS"
- PROVIDE A LETTER FROM A SURETY COMPANY LICENSED TO ISSUE BONDS IN THE STATE OF FLORIDA OR THAT HAS AN AGENT LICENSED TO DO BUSINESS IN THE STATE OF FLORIDA INDICATING THE OFFEROR'S BONDING CAPACITY AND BONDING RATING
- ATTACH CURRENT DUN & BRADSTREET FINANCIAL REPORT INCLUSIVE OF DUN & BRADSTREET RATING OR OTHER EVIDENCE OF FINANCIAL STABILITY
- SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(A), FLORIDA STATUTES, ON ENTITY CRIMES
- DRUG-FREE WORKPLACE FORM
- INFORMATION SHEET FOR TRANSACTIONS AND CONVEYANCES CORPORATE IDENTIFICATION
- CERTIFICATE OF AUTHORITY TO DO BUSINESS FROM THE STATE OF FLORIDA
OCCUPATIONAL LICENSE
- WRITTEN OPINION OF AN ATTORNEY FROM A FOREIGN STATE AS TO BID PREFERENCES

BEFORE YOU SUBMIT YOUR BID, HAVE YOU:

PLACED YOUR BID WITH ALL REQUIRED SUBMITTAL ITEMS IN A SEALED ENVELOPE CLEARLY MARKED FOR SPECIFICATION NUMBER, PROJECT NAME, NAME OF BIDDER, AND DUE DATE AND TIME OF BID RECEIPT?

- THE FOLLOWING SUBMITTALS ARE REQUIRED UPON NOTICE OF AWARD:

CERTIFICATE OF INSURANCE
PAYMENT AND PERFORMANCE BONDS

- HOW TO SUBMIT A NO BID

IF YOU DO NOT WISH TO BID AT THIS TIME, PLEASE REMOVE THE BIDDER SOLICITATION, OFFER AND AWARD FORM FROM THE BID SOLICITATION PACKAGE AND ENTER NO BID IN THE "**REASON FOR NO BID**" BLOCK, YOUR COMPANY'S NAME, ADDRESS, SIGNATURE, AND RETURN THE BIDDER SOLICITATION, OFFER AND AWARD FORM IN A SEALED ENVELOPE. THIS WILL ENSURE YOUR COMPANY'S ACTIVE STATUS IN OUR BIDDER'S LIST.

**THIS FORM IS FOR YOUR CONVENIENCE TO ASSIST IN FILLING OUT YOUR
BID ONLY.
DO NOT RETURN WITH YOUR BID**

**ESCAMBIA COUNTY
FLORIDA**

INVITATION TO BIDDERS

CUSTODIAL SERVICES FOR COUNTY BUILDINGS

SPECIFICATION NUMBER PD 10-11.049

BIDS WILL BE RECEIVED UNTIL: 3:00 p.m., CDT, Thursday, June 9, 2011

A Pre-Solicitation Conference will be held at the Office of Purchasing, 213 Palafox Place, Pensacola, FL 32502 on Thursday, May 26, 2011 at 10:00 a.m., CDT. All bidders are encouraged to attend.

**Office of Purchasing, Room 11.101
213 Palafox Place, Pensacola, FL 32502
Matt Langley Bell III Building
Post Office Box 1591
Pensacola, FL 32591-1591**

Board of County Commissioners

Kevin W. White, Chairman
Wilson B. Robertson, Vice Chairman
Grover Robinson, IV
Gene Valentino
Marie Young

Procurement & Technical Assistance:

Joe Pillitary, CPPO, CPPB
Purchasing Coordinator
Office of Purchasing
2nd Floor, Matt Langley Bell, III Building
213 Palafox Place
Pensacola, FL 32502
Tel: (850) 595-4878
Fax: (850) 595-4807
<http://www.myescambia.com/Bureaus/ManagementServices/Purchasing.html>

SPECIAL ACCOMMODATIONS:

Any person requiring special accommodations to attend or participate, pursuant to the Americans with Disabilities Act, should call the Office of Purchasing, (850) 595-4980 at least five (5) working days prior to the solicitation opening. If you are hearing or speech impaired, please contact the Office of Purchasing at (850) 595-4684 (TTY).

NOTICE

<p>It is the specific legislative intent of the Board of County Commissioners that NO CONTRACT under this solicitation shall be formed between Escambia County and the awardee vendor until such time as the contract is executed by the last party to the transaction.</p>
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CUSTODIAL SERVICES FOR COUNTY BUILDINGS
PD 10-11.049

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Forms marked with an (* Asterisk) must be returned with Offer.

Forms marked with a (Double Asterisk) should be returned with Offer.**

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SIGN AND RETURN THIS FORM WITH YOUR BIDS**

SOLICITATION, OFFER AND AWARD FORM

ESCAMBIA COUNTY FLORIDA

SUBMIT OFFERS TO:

JOE PILLITARY, CPPO, CPPB

Invitation to Bid

Purchasing Coordinator

Office of Purchasing, 2nd Floor, Room 11.101

CUSTODIAL SERVICES FOR COUNTY BUILDINGS

213 Palafox Place, Pensacola, FL 32502

Post Office Box 1591, Pensacola, FL 32591-1591

Phone No: (850)595-4878 Fax No: (850) 595-4807

SOLICITATION NUMBER: PD 10-11.049

SOLICITATION

MAILING DATE: Monday, May 16, 2011

PRE-BID CONFERENCE: Thursday, May 26, 2011 at 10:00a.m., CDT

OFFERS WILL BE RECEIVED UNTIL: Thursday, June 9, 2011 at 3:00p.m., CDT and may not be withdrawn within 90 days after such date and time.

POSTING OF SOLICITATION TABULATIONS

Solicitation tabulations with recommended awards will be posted for review by interested parties at the County Office of Purchasing and will remain posted for a period of two (2) business days. Failure to file a protest in writing within two (2) business days after posting of the solicitation tabulation shall constitute a waiver of any protest relating to this solicitation. All protests must be filed with the Office of Purchasing. They will be handled according to the Escambia County Purchasing Ordinance.

OFFER (SHALL BE COMPLETED BY OFFEROR)

FEDERAL EMPLOYER IDENTIFICATION NUMBER OR S.S. NUMBER: _____

TERMS OF PAYMENT: _____

DELIVERY DATE WILL BE _____ DAYS AFTER RECEIPT OF PURCHASE ORDER.

VENDOR NAME: _____

REASON FOR NO OFFER: _____

ADDRESS: _____

CITY, ST. & ZIP: _____

PHONE NO.: (____) _____

BID BOND ATTACHED \$ _____

TOLL FREE NO.: (____) _____

FAX NO.: (____) _____

I certify that this offer is made without prior understanding, agreement, or connection, with any Corporation, firm or person submitting an offer for the same materials, supplies, or equipment, and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of this offer and certify that I am authorized to sign this offer for the offeror and that the offeror is in compliance with all requirements of the solicitation, including but not limited to certification requirements. In submitting an offer to Escambia County Florida, the offeror agrees that if the offer is accepted, the offeror will convey, sell, assign or transfer to Escambia County Florida all rights title and interest in and to all causes of action it may now or hereafter acquire under the Anti-trust laws of the United States and the State of Florida for price fixing relating to the particular commodities or services purchased or acquired by Escambia County Florida. At the County's discretion such assignment shall be made and become effective at the time the County tenders final payment to the offeror.

NAME AND TITLE OF PERSON AUTHORIZED TO SIGN OFFER

(TYPED OR PRINTED)

**

SIGNATURE OF PERSON AUTHORIZED TO SIGN OFFER
(MANUAL)

****Failure to execute this Form binding the bidder/proposer's offer shall result in this bid/proposal being rejected as non-responsive.**

AWARD

Upon certification of award the contract shall be signed by the President or Vice-President. Any other officer shall have permission to sign via a resolution approved by the Board of Directors on behalf of the company. Awarded contractor shall submit a copy of the resolution together with the executed contract to the Office of Purchasing. The terms and conditions of this solicitation and the bid response of the awarded contractor is incorporated by reference herein and made a part of this contract.

CONTRACTOR

ESCAMBIA COUNTY FLORIDA

Name and Title of Signer (Type or Print)

Name and Title of Signer (Type or Print)

Name of Contractor

By

County Administrator

Date

By

Signature of Person Authorized to Sign

Date

WITNESS

Date

ATTEST:

Corporate Secretary

Date

WITNESS

Date

[CORPORATE SEAL]

ATTEST:

Witness

Date

Awarded Date

ATTEST:

Witness

Date

Effective Date

BID FORM
Specification Number PD 10-11.049
CUSTODIAL SERVICES FOR COUNTY BUILDINGS

Board of County Commissioners
Escambia County, Florida
Pensacola, Florida 32502

Date: _____

Commissioners:

In accordance with your "Invitation for Bids" and "Instructions to Bidders" for CUSTODIAL SERVICES FOR COUNTY BUILDINGS as described and listed in this Invitation for Bids, and subject to all conditions thereof, I, undersigned, hereby propose to provide at the following price:

Bldg #	Building / Location	Frequency / Days of Cleaning		Monthly / Yearly Totals	
14	4 H Camp - Auditorium 4810 W. Nine Mile Rd Pensacola, FL 32526	1	Tue	\$ per month, x 12 =	\$ / Year
13	4 H Club Bathhouse 4810 W. Nine Mile Rd Pensacola, FL 32526	1	Tue	\$ per month, x 12 =	\$ / Year
71	Agricultural Extension Services 3740 Stefani Rd. Pensacola, FL 32501	5	M - F	\$ per month, x 12 =	\$ / Year
46	Animal Shelter 200 W. Fairfield Dr. Pensacola, FL 32501	5	M - F	\$ per month, x 12 =	\$ / Year
179A	Archives Building 120 E. Blount St. Pensacola, FL 32501	5	M - F	\$ per month, x 12 =	\$ / Year
223	Barrineau Park Comm. Ctr. 6055 Barrineau Park School Rd. Molino, FL 32577	1	Tue	\$ per month, x 12 =	\$ / Year
73	Beulah Community Center 7425 Woodside Rd. Pensacola, FL 32526	2	M / Wed	\$ per month, x 12 =	\$ / Year
4	Big Lagoon Sheriff Station 12950 Gulf Beach Hwy Pensacola, FL 32507	1	S or S	\$ per month, x 12 =	\$ / Year
123	Bryneville Community Center 1701 Hwy 4A Century, FL 32535	1	Wed	\$ per month, x 12 =	\$ / Year

295	Central Office Complex 3363 W. Park Place Pensacola, FL 32503	5	M - F	\$___ per month, x 12 =	\$_____ / Year
61	Century Courthouse 7500 N. Century Blvd Century, FL 32535	2	Tue / Thur	\$___ per month, x 12 =	\$_____ / Year
65	Century EMS 6029 Industrial Blvd. Century, FL 32535	1	Thur	\$___ per month, x 12 =	\$_____ / Year
130	Community Probation 2251 N. Palafox Pensacola, FL 32501	5	M - F	\$___ per month, x 12 =	\$_____ / Year
56	Court Administration 100 Maxwell Street Pensacola, FL 32501	5	M - F	\$___ per month, x 12 =	\$_____ / Year
62	Davisville Community Center 10200 Hwy 97 Bratt, FL 32535	1	S or S	\$___ per month, x 12 =	\$_____ / Year
63	Dorrie Miller Community Center 2819 N. Miller St Pensacola, FL 32503	5	M - F	\$___ per month, x 12 =	\$_____ / Year
241	Ebonwood Com. Center 3511 W. Scott St. Pensacola, FL 32505	2	Tue / Thur	\$___ per month, x 12 =	\$_____ / Year
66	Employee Health Clinic 2257 N. Baylen Pensacola, FL 32501	5	M - F	\$___ per month, x 12 =	\$_____ / Year
231	EMS @ Osceola Fire 2601 Massachusetts Pensacola, FL 32505	2	M / Thu	\$___ per month, x 12 =	\$_____ / Year
256	EMS-Hayes 1135 W Hayes A Pensacola, FL 32501	2	M / Thu	\$___ per month, x 12 =	\$_____ / Year
68	Englewood Community Center 2751 N H St Pensacola, FL 32501	2	Tue / Fri	\$___ per month, x 12 =	\$_____ / Year

121	Ensley Sheriff Station 97 Hood Dr. Pensacola, FL 32534	2	M / Thu	\$___ per month, x 12 =	\$_____ / Year
189	Equestrian Center Admin 7750 Mobile Hwy. Pensacola, FL 32526	1	S or S	\$___ per month, x 12 =	\$_____ / Year
242	Escambia County Gov't Complex-NOB 221 Palafox Pl. Pensacola, FL 32502	5	M - F	\$___ per month, x 12 =	\$_____ / Year
258	ECGC/ NOB Parking Garage 49 W. Intendencia Pensacola, FL 32501	1	F	\$___ per month, x 12 =	\$_____ / Year
179	Facilities Management 100 E. Blount St. Pensacola, FL 32526	5	M - F	\$___ per month, x 12 =	\$_____ / Year
72	Felix Miga Center 904 N. 57th Pensacola, FL 32506	5	M - F	\$___ per month, x 12 =	\$_____ / Year
203	Government Complex I - Office 1651 N. Nine Mile Rd. Pensacola, FL 32514	5	M - F	\$___ per month, x 12 =	\$_____ / Year
80	JJC Detention Center	5	M - F	\$___ per month, x 12 =	\$_____ / Year
	Juvenile Justice Center	5	M - F	\$___ per month, x 12 =	\$_____ / Year
	Juvenile Justice Ctr / JAC	5	M - F	\$___ per month, x 12 =	\$_____ / Year
	1800 St. Marys Ave. Pensacola, FL 32502				
255	Leonard Street Maintenance 1135 N. Hayes Pensacola, FL 32501	1	S or S	\$___ per month, x 12 =	\$_____ / Year
267	Lexington Terrace Community Center 700 S. Old Corry Field Pensacola, FL 32523	2	M / Thu	\$___ per month, x 12 =	\$_____ / Year
181	Marie Ella Davis Community Center 16 Raymond St. Pensacola, FL 32507	1	S or S	\$___ per month, x 12 =	\$_____ / Year

49	Matt Langley Bell 213 S. Palafox Pensacola, FL 32501	5	M - F	\$___ per month, x 12 =	\$_____ / Year
217	Mayfair Community Center 701 S. Madison Fr. Pensacola, FL 32505	2	W / S	\$___ per month, x 12 =	\$_____ / Year
124	Molino Sheriff Station 5844 N. Hwy 29 Pensacola, FL 32577	2	W / S	\$___ per month, x 12 =	\$_____ / Year
260	Mosquito Control 601 Hwy 297A Cantonment, FL 32533	1	F	\$___ per month, x 12 =	\$_____ / Year
153	Oak Grove Community Center 2550 Hwy 99 Oak Grove, FL 32568	1	F	\$___ per month, x 12 =	\$_____ / Year
59	Old Courthouse 223 S. Palafox St. Pensacola, FL 32501	5	M - F	\$___ per month, x 12 =	\$_____ / Year
178	Ordons/Orvis Complex 201 S. Palafox St. Pensacola, FL 32501	5	M - F	\$___ per month, x 12 =	\$_____ / Year
139	Pensacola Beach Sheriff Station 43 Ft. Pickens Rd. Pensacola, FL 32561	3	M / W /F	\$___ per month, x 12 =	\$_____ / Year
6	Pleasant Grove EMS 9350 Old Gulf Beach Hwy Pensacola, FL 32507	1	S or S	\$___ per month, x 12 =	\$_____ / Year
224	Public Safety 6575 N. W St. Pensacola, FL 32505	5	M - F	\$___ per month, x 12 =	\$_____ / Year
185	Quintette Community Center 2490 Quintette Lane Cantonment, FL 32533	1	S or S	\$___ per month, x 12 =	\$_____ / Year
55	Rebuild Northwest Florida 150 W. Maxwell Pensacola, FL 32501	5	M - F	\$___ per month, x 12 =	\$_____ / Year

113	Sheriff Admin 1700 W. Leonard St. Pensacola, FL 32501	5	M - F	\$ per month, x 12 =	\$ / Year
179	Supervisor of Elections 100 E. Blount St. Pensacola, FL 32501	2	Tue / Thur	\$ per month, x 12 =	\$ / Year
157	Walnut Hill Community Center 7850 Hwy 97 Walnut Hill, FL 32568	1	S or S	\$ per month, x 12 =	\$ / Year
182	Walnut Hill Sheriff Station 7850 Hwy 97 Walnut Hill, FL 32568	2	Tue / Thur	\$ per month, x 12 =	\$ / Year
173	Wind Mitigation Bldg. 3740 Stefani Rd. Pensacola, FL 32501	5	M - F	\$ per month, x 12 =	\$ / Year
45	Sheriff Visitation - begin 7/12 1190 W. Leonard St. Pensacola, FL 32501	5	M - F	\$ per month, x 12 =	\$ / Year
293	Wedgewood Community Center - begin 5/12 3420 Pinestead Rd Pensacola, FL 32501	2	Tue / Fri	\$ per month, x 12 =	\$ / Year
292	Molino Community Center - begin 7/12 6450 Hwy. 95A North Cantonment, FL 32577	2	Tue / Fri	\$ per month, x 12 =	\$ / Year
	Molino Tax C / Prop A - begin 7/12 6450 Hwy. 95A North Cantonment, FL 32577	5	M - F	\$ per month, x 12 =	\$ / Year
	Warrington Sheriff Substation - begin 10/13 West side location Pensacola, FL	2	Tue / Thur	\$ per month, x 12 =	\$ / Year
	Perdido Key Community Center - begin 10/13 15500 Perdido Key Dr. Pensacola, FL 32507	2	Tue / Thur	\$ per month, x 12 =	\$ / Year
Grand Total					\$ / Year

AUTHORIZED ADDITIONAL WORK for:
Vinyl Composition Tile, Ceramic tile and Carpet Cleanings

VCT: Strip / Wax (4 coats) \$ _____ per sq. ft.

Ceramic: Scrub \$ _____ per sq. ft.

Carpet: Shampoo \$ _____ per sq. ft.

CONTRACTOR REQUIREMENTS

Acknowledgment is hereby made of receipt of the following addenda issued during the bidding period:

Addendum No. _____ Date _____ Addendum No. _____ Date _____

Addendum No. _____ Date _____ Addendum No. _____ Date _____

(PLEASE TYPE INFORMATION BELOW)

SEAL IF BID IS BY CORPORATION

State of Florida Department of State Certificate of Authority
Document Number _____

Occupational License No. _____

Florida DBPR Contractor's License, Certification and/or
Registration No. _____

Type of Contractor's License, Certification and/or
Registration _____

Expiration Date: _____

Terms of Payment
(Check one) Net 30 Days ____ 2% 10th Prox ____

Will your company accept Escambia County Purchasing
Cards? Yes ____ No ____.

Will your company accept Escambia County Direct
Payment Vouchers? Yes ____ No ____.

County Permits/Fees required for this project:

<u>Permit</u>	<u>Cost</u>
NA	
_____	_____
_____	_____
_____	_____

Bidder: _____

By: _____

Signature: _____

Title: _____

Address: _____

Person to contact concerning this bid:

Phone/Toll Free/Fax # _____

E-Mail Address: _____

Home Page Address: _____

Person to contact for emergency service:

Phone/Cell/Pager #: _____

Person to contact for disaster service:

Home Address: _____

Home Phone/Cell/Pager #: _____

Attached to bid you shall find a bid bond, cashier's check or certified check (circle one that applies) in the amount of **\$1,000.00.**

**SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(a),
FLORIDA STATUTES, ON ENTITY CRIMES**

1. This sworn statement is submitted to _____
(print name of the public entity)
- by _____
(print individual's name and title)
- for _____
(print name of entity submitting sworn statement)
- whose business address is

and (if applicable) its Federal Employer Identification Number (FEIN) is:

(If the entity has no FEIN, include the Social Security Number of the Individual signing this sworn statement: _____)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), **Florida Statutes**, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision or any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), **Florida Statutes**, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), **Florida Statutes**, means:
- a. A predecessor or successor of a person convicted of a public entity crime; or
 - b. An entity under the control any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

- c. I understand that a "person" as defined in Paragraph 287.133(1)(e), **Florida Statutes**, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
- d. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (**indicate which statement applies.**)

_____ Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (**attach a copy of the final order**)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THOROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

(signature)

Sworn to an subscribed before me this _____ day of _____, 20 _____

Personally known _____

OR produced identification _____

Notary Public - State of _____

My commission expires _____

(Type of identification)

(Printed typed or stamped commissioned name of notary public)

Drug-Free Workplace Form

The undersigned vendor, in accordance with Florida Statute 287.087 hereby certifies that _____ does:

Name of Business

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in Paragraph 1.
4. In the statement specified in Paragraph 1, notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of Paragraphs 1 through 5.

Check one:

_____ As the person authorized to sign this statement, I certify that this firm complies fully with above requirements.

_____ As the person authorized to sign this statement, this firm **does not** comply fully with the above requirements.

Offeror's Signature

Date

**Information Sheet
for Transactions and Conveyances
Corporation Identification**

The following information will be provided to the Escambia County Legal Department for incorporation in legal documents. It is, therefore, vital all information is accurate and complete. Please be certain all spelling, capitalization, etc. is exactly as registered with the state or federal government.

Is this a Florida Corporation (Please Circle One)
Yes or No

If not a Florida Corporation,

In what state was it created: _____
Name as spelled in that State: _____

What kind of corporation is it: "For Profit" or "Not for Profit"

Is it in good standing: Yes or No

**Authorized to transact business
in Florida:** Yes or No

State of Florida Department of State Certificate of Authority Document No.: _____

Does it use a registered fictitious name: Yes or No

Names of Officers:

President: _____	Secretary: _____
Vice President: _____	Treasurer: _____
Director: _____	Director: _____
Other: _____	Other: _____

Name of Corporation (As used in Florida):

(Spelled exactly as it is registered with the state or federal government)

Corporate Address:

Post Office Box: _____
City, State Zip: _____
Street Address: _____
City, State, Zip: _____

(Please provide post office box and street address for mail and/or express delivery; also for recorded instruments involving land)

(Please continue and complete page 2)

Federal Identification Number: _____
(For all instruments to be recorded, taxpayer's identification is needed)

Contact person for company: _____ E-mail: _____
Telephone Number: _____ Facsimile Number: _____

Name of individual who will sign the instrument on behalf of the company:

(Upon Certification of Award, Contract shall be signed by the President or Vice-President. Any other officer shall have permission to sign via a resolution approved by the Board of Directors on behalf of the company. Awarded contractor shall submit a copy of the resolution together with the executed contract to the Office of Purchasing)

(Spelled exactly as it would appear on the instrument)

Title of the individual named above who will sign on behalf of the company:

END

(850) 488-9000 Verified by: _____ Date: _____

ESCAMBIA COUNTY , FLORIDA GENERAL TERMS and CONDITIONS

The following General Terms and Conditions are incorporated by reference and have the same legal effect as if printed in its entirety.

A full textual copy of these conditions may be obtained by visiting the Office of Purchasing Home Page (see Bid Information), by telephoning the Office of Purchasing at (850) 595-4980 or by Fax at (850)595-4805.

NOTE: Any and all Special Terms and Conditions and specifications referenced within the solicitation which vary from these General Terms and Conditions shall have precedence. Submission of the Bidder/Proposal Solicitation, Offer and Award Form and Bid/Proposal Form(s) in accordance with these General Terms and Conditions and Special Terms and Conditions constitutes an offer from the offeror. If any or all parts of the offer are accepted by Escambia County Florida, an authorized representative of the county shall affix his signature hereto, and this shall then constitute a written agreement between parties. The conditions incorporated herein become a part of the written agreement between the parties.

Bid Information See Home Page URL: <http://www.myescambia.com>
Click on **ON-LINE SOLICITATIONS**

1. **Sealed Solicitations**
2. **Execution of Solicitation**
3. **No Offer**
4. **Solicitation Opening**
5. **Prices, Terms and Payment**
 - 5.01 **Taxes**
 - 5.02 **Discounts**
 - 5.03 **Mistakes**
 - 5.04 **Condition and Packaging**
 - 5.05 **Safety Standards**
 - 5.06 **Invoicing and Payment**
 - 5.07 **Annual Appropriations**
6. **Additional Terms and Conditions**
7. **Manufacturers' Name and Approved Equivalents**
8. **Interpretations/Disputes**
9. **Conflict of Interest**
 - 9.01 **County Procedure on Acceptance of Gifts**
 - 9.02 **Contractors Required to Disclose any Gift Giving**
 - 9.03 **Gratuities**
10. **Awards**
11. **Nonconformance to Contract Conditions**
12. **Inspection, Acceptance and Title**
13. **Governmental Restrictions**
14. **Legal Requirements**
15. **Patents and Royalties**
16. **Price Adjustments**
17. **Cancellation**
18. **Abnormal Quantities**
19. **Advertising**
20. **Assignment**
21. **Liability**
22. **Facilities**
23. **Distribution of Certification of Contract**

ESCAMBIA COUNTY , FLORIDA GENERAL TERMS and CONDITIONS
The following General Terms and Conditions are incorporated by reference (continued).

- 24. **The Successful Bidder(s) must Provide**
- 25. **Addition/deletion of Items**
- 26. **Ordering Instructions**
- 27. **Public Records**
- 28. **Delivery**
- 29. **Samples**
- 30. **Additional Quantities**
- 31. **Service and Warranty**
- 32. **Default**
- 33. **Equal Employment Opportunity**
- 34. **Florida Preference**
- 35. **Contractor Personnel**
- 36. **Award**
- 37. **Uniform Commercial Code**
- 38. **Contractual Agreement**
- 39. **Payment Terms/Discounts**
- 40. **Improper Invoice; Resolution of Disputes**
- 41. **Public Entity Crimes**
- 42. **Suspended and Debarred Vendors**
- 43. **Drug-Free Workplace Form**
- 44. **Information Sheet for Transactions and Conveyances**
- 45. **Copies**
- 46. **License and Certifications** - For access to Certification/Registration Form for doing Business in Florida go to the Department of State, Division of Corporations,
URL:<http://ccfcorp.dos.state.fl.us/corpweb/inquiry/search.html>
- 47. **Execution of Contract**
- 48. **Purchase Order**
- 49. **No Contingent Fees**
- 50. **Solicitation Expenses**
- 51. **On-Line Auction Services**

SPECIAL TERMS AND CONDITIONS

The Board of County Commissioners, Escambia County, Florida, invites your company to submit a sealed offer on the item(s) as listed in this solicitation request.

All terms and conditions below are a part of this request, and no offer will be accepted unless all these conditions have been complied with. The County reserves the right to waive informalities in any offer; to reject any or all offers, in whole or in part, and/or to accept the offer(s) that in its judgment is from the lowest and most responsible and responsive offeror(s).

Instructions to Offerors

1. General Information

All offers to be considered shall be in the possession of the Office of Purchasing prior to the time of the solicitation closing. Offers may be mailed to 213 Palafox Place, Room 11.101, Pensacola, Florida 32502 or delivered to the Office of Purchasing, 2nd floor, Room 11.101, Matt Langley Bell, III Bldg., 213 Palafox Place, Pensacola, Florida 32502, in a sealed envelope clearly marked:

Specification Number PD 10-11.049, "Custodial Services for County Buildings", Name of Submitting Firm, Time and Date due.

Note: If you are using a courier service; Federal Express, Airborne, UPS, etc., you must mark airbill and envelope or box with Specification Number and Project Name.

Regardless of the method of delivery, each offeror shall be responsible for his offer(s) being delivered on time as the County assumes no responsibility for same. Offers offered or received after the time set for solicitation closing will be rejected and returned unopened to the offeror(s).

The following policy will apply to all methods of source selection:

Conduct of Participants

After the issuance of any solicitation, all bidders/proposers/protestors or individuals acting on their behalf are hereby prohibited from **lobbying** as defined herein or otherwise attempting to persuade or influence any elected County officials, their agents or employees or any member of the relevant selection committee at any time during the **blackout period** as defined herein; provided, however, nothing herein shall prohibit bidders/proposers/protestors or individuals acting on their behalf from communicating with the purchasing staff concerning a pending solicitation unless otherwise provided for in the solicitation or unless otherwise directed by the purchasing manager.

Definitions

Blackout period means the period between the time the bids/proposals for invitations for bid or the request for proposal, or qualifications, or information, or requests for letters of interest, or the invitation to negotiate, as applicable, are received at the Escambia County Office of Purchasing and the time the Board awards the contract and any resulting bid protest is resolved or the solicitation is otherwise canceled.

Lobbying means the attempt to influence the thinking of elected County officials, their agents or employees or any member of the relevant Selection Committee for or against a specific cause related to a pending solicitation for goods or services, in person, by mail, by facsimile, by

telephone, by electronic mail, or by any other means of communication.

Sanctions

The Board may impose any one or more of the following sanctions on a nonemployee for violations of the policy set forth herein:

- (a) Rejection/disqualification of submittal
- (b) Termination of contracts; or
- (c) Suspension or debarment as provided in Sec. 46-102 of the Escambia County Code of Ordinances.

This policy is not intended to alter the procedure for Protested Solicitations and Awards as set forth in the Sec. 46-101 of the Escambia County Code of Ordinances.

Scope of Work

Escambia County is seeking a professional custodial company that will be responsible and reliable in services the various County buildings.

2. Bid Surety

Each offer shall be accompanied by a bid bond, cashier's check or certified check in the amount of **\$1000.00**.

Checks or bonds are to be made payable to Escambia County, Florida. The amount of the bond or check is the amount of liquidated damages agreed upon should the offeror fail or refuse to enter into a contract with the County.

A County warrant in the amount of the bid check(s) of the successful offeror(s) will be returned immediately after the offeror and the County are mutually bound by contract as evidenced by signatures thereto by an authorized representative of both the offeror and the County, and/or the offeror accepts the purchase order by signing the solicitation, offer and award form/acceptance copy of same and returning to the County Purchasing department. Any unsuccessful offeror(s) will have the amounts of his cashier's or certified check returned via county warrant promptly after award.

All offerors agree that any interest earned on any bid surety while in possession of the County, or its agents, shall be retained by the County.

3. Bonds

Performance and Payment Bonds

The County **shall** require the successful offeror(s) to furnish (**separate performance and payment bonds/a performance bond**), under pledge of adequate surety and covering up to **(100% of the dollar value of award** on the forms provided by the County. Such bonds shall be issued by sureties authorized to act as a surety by the State of Florida. Bonds of the successful offeror(s) shall be reviewed by the Office of Purchasing to assure compliance, then recorded in the Office of the Clerk of the Circuit Court Recording Office, 1st Floor, 221 Palafox Place, Pensacola, Florida, by the successful offeror at his expense before the contract is executed. The cost of recording is \$10.00 for the first page and \$8.50 for each additional page.

4. **Procurement Questions**

Procurement and technical questions may be directed to Joe Pillitary, CPPO, CPPB, Purchasing Coordinator, (850) 595-4878, (850) 595-4807 no later than 5:00 p.m., CDT, June 1, 2011.

5. **Bid**

This Solicitation contains a Solicitation, Offer and Award Form and Bid Form which shall be submitted in a sealed envelope, in duplicate with Original signatures in indelible ink signed in the proper spaces. Responses on vendor forms will not be accepted.

The Offerors Checklist included in this solicitation provides instructions to the offeror on the documentation to be submitted during the procurement process.

6. **Pre-Solicitation Conference**

A Pre-Solicitation Conference will be held at the Office of Purchasing 213 Palafox Place, Pensacola, FL 32502 in Conference Room #11.407 on Thursday, May 26, 2011 at 10:00 a.m. CDT.

7. **Inspection of Facilities**

It is the offeror's responsibility to become fully informed as to where items are to be installed and/or the nature and extent of the work required and its relation to any other work in the area, including possible interference from other site activities. Arrangements for offeror's inspection of facilities and/or activity schedules may be secured from David Wheeler, Facilities Management, Director, (850) 595-3190, Fax (850) 595-3192.

8. **F.O.B. Point**

The F.O.B. point shall be destination within Escambia County. The prices offered shall include all costs of packaging, transporting, delivery and unloading (**this includes inside delivery if requested**) to designated point within Escambia County.

9. **Compliance with Occupational Safety and Health**

Offeror certifies that all material, equipment, etc., contained in his offer meets all Occupational Safety and Health Administration (OSHA) requirements.

Offeror further certifies that, if he is the awarded vendor, and the material, equipment, etc., delivered is subsequently found to be deficient in any OSHA requirement in effect on date of delivery, all costs necessary to bring the material, equipment, etc., into compliance with the aforementioned requirements shall be borne by the vendor.

In compliance with Chapter 442, Florida Statutes, any item delivered under a contract resulting from this solicitation shall be accompanied by a Material Safety Data Sheet (MSDS) The MSDS shall include the following information.

- A. The chemical name and the common name of the toxic substance.
- B. The hazards or other risks in the use of the toxic substance, including:
 - 1. The potential for fire, explosion, corrosiveness and reactivity;
 - 2. The known acute and chronic health effects of risks from exposure, including the

medical conditions which are generally recognized as being aggravated by the exposure to the toxic substance; and

3. The primary route of entry and symptoms of over exposure.
- C. The proper precautions, handling practices, necessary personal protective equipment and other safety precautions in the use of or exposure to the toxic substances, including appropriate emergency treatment in case of over exposure.
- D. The emergency procedure for spills, fire, disposal and first aid.
- E. A description in lay terms of the known specified potential health risks posed by the toxic substance intended to alert any person reading this information.
- F. The year and month, if available, that the information was compiled and the name, address and emergency telephone number of the manufacturer responsible for preparing the information.

10. **Safety Regulations**

Equipment shall meet all state and federal safety regulations for grounding of electrical equipment.

11. **Codes and Regulations**

The awarded vendor shall strictly comply with all federal, state and local building and safety codes.

12. **Payment**

Partial payments in the full amount for the value of items received and accepted may be requested by the submission of a properly executed **original** invoice, with supporting documents if required. Payment for accepted equipment/supplies/services will be accomplished by submission of an **original** invoice, in duplicate, to:

Clerk of the Circuit Court
Attention: Accounts Payable
221 Palafox Place
Pensacola, FL 32502

13. **Protection of Property/Security**

The awarded vendor shall provide all barricades and take all necessary precautions to protect buildings and personnel.

All work shall be completed in every respect and accomplished in a professional manner and awarded vendor shall provide for removal of all debris from county property.

The awarded vendor shall at all times guard against damage or loss to property of Escambia County, or of other vendors or contractors, and shall be held responsible for replacing or repairing any such loss or damage.

The County may withhold payment or make such deductions as deemed necessary to insure reimbursement or replacement for loss or damage to property through negligence of the awarded offeror or his agent.

The awarded vendor shall at all times guard against injury to Escambia County employees. The vendor shall properly fence and secure the construction site(s) at all times, including evenings and weekends.

The awarded vendor must, at all times, comply with State of Florida and Occupational Safety and Health Administration (OSHA) safety regulations.

14. **Emergency Services**

The contractor resulting from this solicitation is for services that are required during **EMERGENCY** situations such as hurricanes, major fires, etc. Time is of the essence during these situations and the vendor awarded this contract should be able to be contacted at any time, day or night.

The Bid Form provides for the emergency information to be supplied. Please be sure to include **all** this information when returning your bid.

15. **Compliance with Governing Laws and Regulations**

The offeror or contractor will be required to fully comply with all applicable federal, state, and local regulations. The offeror should carefully review these requirements which are detailed in this solicitation.

Contract Information

NOTICE

It is the specific legislative intent of the Board of County Commissioners that NO CONTRACT under this solicitation shall be formed between Escambia County and the awardee vendor until such time as the contract is executed by the last party to the transaction.

16. **Contract Term/Renewal/Termination**

- A. The contract resulting from this Solicitation shall commence effective upon execution by both parties and extend for a period of thirty-six (36) months. The contract may be renewed with three (3) options for twelve (12) month extensions total six (6) years. If any such renewal results in changes in the terms or conditions, such changes shall be reduced to writing as an addendum to this contract and such addendum shall be executed by both parties and approved by the Board of County Commissioners.

Renewal of the contract shall be subject to appropriation of funds by the Board of County Commissioners.

- B. The initiation County department(s) shall issue release (purchase) orders against the term contract on an "as needed" basis.
- C. The contract may be canceled by the awarded vendor, for good cause, upon ninety (90) days prior written notice.
- D. The County retains the right to terminate the contract, with or without good cause, upon thirty (30) days prior written notice.
- E. In the event of termination by either party as provided herein, the awarded vendor shall be paid for services performed through the date of termination.

17. **Option to Extend the Term of the Contract**

The County may unilaterally extend the term of this contract by written notice to the contractor at least sixty (60) days before the expiration of any contract term. The exercise of the option shall be for the period specified and for the prices listed on the bid/proposal form. All other terms and conditions of the contract shall apply to the option periods. The total duration of this contract, including the exercise of all options, shall not exceed 6.5 years.

18. **Interim Extension of Performance**

After all options have been exercised, and it is determined that interim performance is required to allow for the solicitation and award of a new contract, the County may unilaterally extend the contract for a maximum period of six months. Pricing, delivery and all other terms and conditions of the contract shall apply during this period.

19. **Pricing**

All items sold to the county as a result of this award are subject to post sale audit adjustment. In the event an audit indicates offeror has not honored quoted price lists and discounts, offeror will be liable for any and all overage charges.

20. **Price Adjustment**

The contract resulting from this Solicitation may include provisions for twelve (12) months, price adjustments. Written request for price adjustment may be made every twelve (12) months, no less than 30 days prior to the requested effective date. Any increase price adjustment(s) shall be accompanied by written justification attesting that the request is a bonafide cost increase to the vendor. All price adjustments shall be reviewed by the County's designated representative. If an adjustment in price is approved, it shall be accomplished by written amendment to this contract and approved by the Board of County Commissioners.

21. **Purchasing Agreements with other Government Agencies**

The submission of any offer in response to this Solicitation constitutes an offer made under the same terms and conditions, for the same contract price, to other governmental agencies, unless otherwise stipulated by the offeror on the bid form.

Each governmental agency desiring to accept these offers, and make an award thereof, shall do so independently of any other governmental agency. Each agency shall be responsible for its own purchases and each shall be liable only for materials ordered and received by it, and no agency assumes any liability by virtue of this solicitation.

22. **Changes - Service Contracts**

The County may at any time by issuance of an executed change order make changes within the general scope of the contract in any of the following areas:

- A. Description of services to be performed.
- B. Time of performance (i.e., hours of the day, days of the week, etc.).
- C. Place of performance of the services.

If additional work or other changes are required in the areas described above, an offer will be requested from the contractor. Upon negotiation of the offer, execution and receipt of the change order, the contractor shall commence performance of the work as specified.

The contractor shall not commence the performance of additional work or other changes not covered by this contract without an executed change order issued by the office of purchasing. If the contractor performs additional work beyond the specific requirements of this contract without an executed change order, it shall be at his own risk. The County assumes no responsibility for any additional costs for work not specifically authorized by an executed change order.

23. **Termination**

- A. The contract may be canceled by the contractor, for good cause, upon ninety (90) days prior written notice.
- B. The County retains the right to terminate the contract, with or without good cause, upon thirty (30) days prior written notice.
- C. In the event of termination by either party as provided herein, the awarded vendor shall be paid for services performed through the date of termination.

24. **Ordering**

The County will issue release (purchase) orders against the contract on an as needed basis for the supplies or services listed on the bid form.

The County has adopted the Visa Purchasing Card Program. The Visa Purchasing Card may be used for purchases on an as needed basis, for the supplies or sources listed on the bid form, for less than \$4,999.99 per individual transaction.

The County can issue vouchers for less than \$4,999.99 against the contract, on an as needed basis, for the supplies or services listed on the bid form.

25. **Qualification of Offerors**

This solicitation shall be awarded to a responsible, responsive offeror, qualified by experience to provide the work specified. The offeror shall submit the following information with his offer:

- 1.Experience record showing the offeror's training and experience in similar work.
- 2.List and brief description of similar work satisfactorily completed with location, dates of contract, names and addresses of owners.
- 3.List of equipment and facilities available to do the work.
- 4.List of personnel, by name and title, contemplated to perform this work

Failure to submit the above requested information may be cause for rejection of your offer.

26. **Licenses, Certifications, Registrations**

The offeror shall at any time of bid/proposal submission meet the license, certification, registration and any other requirements of the State, County, City and/or any other agency of authority with jurisdiction in such matters as necessary to perform the contractual services requested in this solicitation.

Copies of such licenses, certifications, registrations and any other requirements should be provided with the bid/proposal submission; and, the offeror shall provide follow-up evidence that as the contractor they maintain such credentials throughout the period of agreement.

27. **Term of Offer**

An offer shall constitute an irrevocable offer for a period of ninety (90) days from the solicitation opening date or until the date of award, whichever is earlier, without forfeiting bid bond or check. In the event that an award is not made by the county within ninety (90) days from the solicitation opening date, the offeror may withdraw his offer or provide a written extension of his offer.

28. **Award**

Award shall be made on an "all-or-none total" basis.

29. **Service**

Services to be performed as stated in solicitation and as notified by Facilities Management. The service will depend upon the County's need at the time of request.

30. **Termination**

The purchase order or contract will be subject to immediate termination if either product or service does not comply with specifications as stated herein or fails to meet the county's performance standards. In the event that any of the provisions of the contract are violated by awarded vendor, Escambia County may serve written notice upon the awarded vendor of its intention to terminate the contract. Such notice is to state the reason(s) for such intention to terminate contract. The liability of the vendor for any and all such violation(s) shall not be affected by any such termination and his surety, if any, shall be forfeited.

31. **Termination (Services)**

The Contract Administrator shall notify the Office of Purchasing of unsatisfactory performance and/or deficiencies in service that remain unresolved or recurring. The Office of Purchasing shall notify the contractor, in writing, of such unresolved or recurring deficiencies within five (5) working days of notification by the Contract Administrator.

Upon the third such written notification of unsatisfactory performance and/or deficiencies to the contractor by the Office of Purchasing within a four (4) month period; or the sixth such notification within any contract term, shall result in issuance of written notice of immediate contract termination to the contractor by the Office of Purchasing. Such termination may also result in suspension or debarment of the contractor.

32. **Termination (Public Records Request)**

If the contractor refuses to allow public access to all documents, papers, letters, or other material subject to the provisions of Chapter 119, Florida Statutes, and made or received by the contractor in conjunction with this agreement then the county may, without prejudice to any right or remedy and after giving the contractor and his surety, if any, seven (7) days written notice,

during which period contractor still fails to allow access, terminate the employment of the contractor and take possession of the site and of all materials, equipment, tools, construction equipment and machinery thereon, owned by the contractor, and may finish the project by whatever method it may deem expedient. In such case, the contractor shall not be entitled to receive any further payment until the project is finished. Reasonable terminal expenses incurred by the county may be deducted from any payments left owing the contractor (excluding monies owed the contractor for subcontract work.)

33. **As Specified**

All items delivered shall meet the specifications herein. Items delivered not as specified will be returned at no expense by Escambia County. The County may return, for full credit, any unused items received which fail to meet the County's performance standards.

34. **Quantity**

Escambia County reserves the right to increase or decrease estimated quantities as required. Estimated quantities are shown on the bid form. It is understood by all offeror's that these are only estimated quantities and the county is not obligated to purchase any minimum or maximum amount during the life of this contract.

Insurance Requirements

35. Standard Insurance Requirements and Certificates

This offer contains an extensive insurance requirement. Offerors are encouraged to review these requirements with their insurance agents before submitting offers.

It is not necessary to have this level of insurance in effect at the time of submitting the offer.

A letter from the offeror's insurance carrier will be required as evidence that the offeror will be able to obtain the levels of insurance as required by the contract and indicated on the Sample Certificate of Insurance should your firm be awarded the contract.

County Insurance Required

The contractor shall procure and maintain the following described insurance, except for coverages specifically waived by the County. Such policies shall be from insurers with a minimum financial size of VII according to the latest edition of the AM Best Rating Guide. An A or better Best Rating is "preferred"; however, other ratings if "Secure Best Ratings" may be considered. Such policies shall provide coverages for any or all claims which may arise out of, or result from, the services, work and operations carried out pursuant to and under the requirements of the contract documents, whether such services, work and operations be by the contractor, its employees, or by subcontractor(s), or anyone employed by or under the supervision of any of them, or for whose acts any of them may be legally liable.

The contractor shall require, and shall be responsible for assuring throughout the time the agreement is in effect, that any and all of its subcontractors obtain and maintain until the completion of that subcontractor's work, such of the insurance coverages described herein as are required by law to be provided on behalf of their employees and others.

The required insurance shall be obtained and written for not less than the limits of liability specified hereinafter, or as required by law, whichever is greater.

These insurance requirements shall not limit the liability of the contractor.

The County does not represent these types or amounts of insurance to be sufficient or adequate to protect the contractor's interests or liabilities, but are merely minimums.

Except for workers compensation and professional liability, the contractor's insurance policies shall be endorsed to name Escambia County as an additional insured to the extent of its interests arising from this agreement, contract or lease.

The contractor waives its right of recovery against the County, to the extent permitted by its insurance policies.

The contractor's deductibles/self-insured retentions shall be disclosed to the County and may be disapproved by the County. They shall be reduced or eliminated at the option of the County. The contractor is responsible for the amount of any deductible or self-insured retention.

Insurance required of the contractor or any other insurance of the contractor shall be considered primary, and insurance of the county, if any, shall be considered excess, as may be applicable to claims obligations which arise out of this agreement, contract or lease.

Workers Compensation Coverage

The contractor shall purchase and maintain workers compensation insurance for all workers compensation obligations imposed by state law and with employers liability limits of at least \$100,000 each accident and \$100,000 each employee/\$500,000 policy limit for disease, or a valid certificate of exemption issued by the state of Florida, or an affidavit in accordance with the provisions of Florida Workers Compensation law.

Contractor shall also purchase any other coverages required by law for the benefit of employees.

General, Automobile and Excess or Umbrella Liability Coverage

The contractor shall purchase and maintain coverage on forms no more restrictive than the latest editions of the commercial general liability and business auto policies of the insurance services office.

Minimum limits of \$1,000,000 per occurrence for all liability must be provided, with excess or umbrella insurance making up the difference, if any, between the policy limits of underlying policies (including employers liability required in the workers compensation coverage section) and the total amount of coverage required.

General Liability Coverage - Occurrence Form Required

Coverage A shall include bodily injury and property damage liability for premises, operations, products and completed operations, independent contractors, contractual liability covering this agreement, contract or lease, broad form property damage coverages, and property damage resulting from explosion, collapse or underground (x,c,u) exposures.

Coverage B shall include personal injury.

Coverage C, medical payments, is not required.

The contractor is required to continue to purchase products and completed operations coverage, at least to satisfy this agreement, contract or lease, for a minimum of three years beyond the County ' s acceptance of renovation or construction projects.

Business Auto Liability Coverage

Business auto liability coverage is to include bodily injury and property damage arising out of ownership, maintenance or use of any auto, including owned, nonowned and hired automobiles and employee nonownership use.

Excess or Umbrella Liability Coverage

Umbrella liability insurance is preferred, but an excess liability equivalent may be allowed. Whichever type of coverage is provided, it shall not be more restrictive than the underlying insurance policy coverages. Umbrella coverage shall drop down to provide coverage where the underlying limits are exhausted.

Evidence/Certificates of Insurance

Required insurance shall be documented in certificates of insurance. If and when required by the County, certificates of insurance shall be accompanied by documentation that is acceptable to the County establishing that the insurance agent and/or agency issuing the certificate of insurance has been duly authorized, in writing, to do so by and

on behalf of each insurance company underwriting the insurance coverage(s) indicated on each certificate of insurance.

New certificates of insurance are to be provided to the County at least 30 days prior to coverage renewals. Failure of the contractor to provide the County with such renewal certificates may be considered justification for the County to terminate this agreement, contract or lease.

Certificates should contain the following additional information:

1. Indicate that Escambia County is an additional insured on the general liability policy.
2. Include a reference to the project and the Office of Purchasing number.
3. Disclose any self-insured retentions in excess of \$1,000.
4. Designate Escambia County as the certificate holder as follows:
Escambia County
Attention: Joe Pillitary, CPPO, CPPB, Purchasing Coordinator
Office of Purchasing, Room 11.101
P.O. Box 1591
Pensacola, FL 32591-1591
Fax (850) 595-4807
5. Indicate that the County shall be notified at least 30 days in advance of cancellation.

Receipt of certificates or other documentation of insurance or policies or copies of policies by the county, or by any of its representatives, which indicate less coverage than required does not constitute a waiver of the contractor's obligation to fulfill the insurance requirements herein.

If requested by the County, the contractor shall furnish complete copies of the contractor's insurance policies, forms and endorsements, and/or such additional information with respect to its insurance as may be requested.

For commercial general liability coverage the contractor shall, at the option of the County, provide an indication of the amount of claims payments or reserves chargeable to the aggregate amount of liability coverage.

Fidelity/Dishonesty/Liability Coverage - for County

Fidelity/dishonesty/liability insurance is to be purchased or extended to cover dishonest acts of the contractor's employees resulting in loss to the County.

36. **Indemnification**

Contractor agrees to save harmless, indemnify, and defend County and Architect/Engineer and their, agents, officers and employees from any and all claims, losses, penalties, interest, demands, judgments, and costs of suit, including attorneys' fees and paralegals' fees, for any expense, damage or liability incurred by any of them, whether for personal injury, death, property damage, direct or consequential damages, or economic loss, including environmental impairment, arising directly or indirectly on account of or in connection with the Work done by Contractor under this Agreement or by any person, firm or corporation to whom any portion of the Work is subcontracted by Contractor or resulting from the use by Contractor, or by any

one for whom Contractor is legally liable, of any materials, tools, machinery or other property of County. County and Contractor agree the first \$100.00 of the Contract Amount paid by County to Contractor shall be given as separate consideration for this indemnification, and any other indemnification of County by Contractor provided for within the Contract Documents, the sufficiency of such separate consideration being acknowledged by Contractor by Contractor's acceptance and execution of the Agreement. The Contractor's obligation shall not be limited by, or in any way to, any insurance coverage or by any provision in or exclusion or omission from any policy of insurance. The Contractor agrees to pay on behalf of Escambia County, as well as provide a legal defense for the County, both of which will be done only if and when requested by the County, for all claims made. Such payment on the behalf of the County shall be in addition to any and all other legal remedies available to the County and shall not be considered to be the County's exclusive remedy.

37. **Bonding/Financial Capacity (shall)**

The County (shall) require the offeror to:

Provide a letter from a surety company licensed to issue bonds in the State of Florida or that has an agent licensed to do business in the State of Florida indicating the offeror's bonding capacity and bonding rate.

Attach current Dun & Bradstreet financial report inclusive of Dun & Bradstreet rating or other evidence of financial stability.

SCOPE OF WORK CUSTODIAL SERVICES FOR VARIOUS COUNTY BUILDINGS

Contractor shall provide all labor, supplies and equipment to perform required services. The scope is defined as cleaning and maintaining all interior areas and exterior entrances for the building under contract unless otherwise specified in writing by Facilities Management.

DEFINED TASK: The following tasks defined as general cleaning shall be deemed the "Scope of Work" for the purposes of this bid.

Office/Conference Areas (Each Occurrence):

- Trash Receptacles – Empty trash in designated areas, replace liners in the receptacle.
- Sanitize telephone and telephone handsets.
- Remove trash from behind doors and entrance ways.
- Vacuum all carpeted areas.
- Spot clean carpet (as spots appear).
- Clean and dust all room furniture and fixtures.
- Wash interior windows (as needed).
- Dust all spaces (Do not move or rearrange papers on office desks or work surfaces).
- Wipe and clean air diffusers, returns, and grilles associated with the building's heating, ventilating, and air conditioning systems.
- Wipe and clean ceiling light fixture covers (as needed).
- Recycle Receptacles – Empty recyclables to designated areas.

Resilient Floor Area (Each Occurrence):

- Sweep floors.
- Dust mop marble, hardwood, and ceramic floors with dust treatment.
- Damp mop vinyl tile or resilient floors with germicidal floor cleaner.
- Spray buff vinyl tile or resilient flooring, as needed to maintain a high luster with no scuff marks.
- Wall Baseboards – Clean and keep free of dust and wax build up.

Gymnasium Floor Area (Each Occurrence):

- Dust mop flooring with appropriate dust treatment.
- Damp mop flooring with appropriate cleaner.
- Wall Baseboards – Clean and keep free of dust and dirt build up.

Carpet Floor Areas (Each Occurrence):

- Vacuum all carpeted areas.
- Spot clean carpet (as spots appear).
- Wall Baseboards – Clean and keep free of dust build up.

Entrance and Common Areas (Each Occurrence):

- Vacuum carpets and carpet runners.
- Remove trash and replace trash receptacle liners.
- Clean and sanitize all water fountains.
- Clean restrooms (As per restroom cleaning requirements).
- Wipe and clean air diffusers, returns, and grilles associated with the building's Heating, Ventilating, and Air Conditioning Systems.
- Empty and wipe clean trash and cigarette butt receptacles at exterior entrances.
- Wash exterior windows, store fronts, and doors at building entrances (inside and out).
- Clean, sweep, and wash down exterior entrances up to 25 feet from doors.

Janitorial Storage Closets (Each Occurrence):

- Mops rinsed clean after use and hung properly to air dry.
- Room cleaned and equipment neatly stored.
- Trash and combustible materials removed.
- Wipe and clean air diffusers, returns, and grilles associated with the building's Heating, Ventilating, and Air Conditioning Systems.
- Properly store all cleaning solvents and agents.
- Ensure janitorial sink faucets and fill hoses are properly secured.

Break Room and Kitchen Areas (Each Occurrence):

- Empty trash receptacles and replace liners.
- Clean counter tops, sinks, tables and chairs with germicidal cleaner.
- Wipe down countertop appliances (coffee machines, microwave ovens, etc.) with the manufacturer's approved cleaning product.
- Wipe down refrigerator, stove, and dishwasher's exteriors with the manufacturer's approved cleaning product.
- Recycling Receptacles – Empty all recyclables and deliver to designated dumpster/receptacle location.
- Wipe and clean air diffusers, returns, and grilles associated with the building's Heating, Ventilating, and Air Conditioning Systems.
- Scrub and maintain a brilliant shine on all stainless steel and chrome (sinks and plumbing fixtures).

Restrooms (Each Occurrence):

- Empty trash receptacle and replace liner.
- Clean and sanitize sinks/lavatories.
- Clean and disinfect toilets/commodos.
- Clean and disinfect urinals. Waterless urinals are to be cleaned in accordance with the manufacturer's recommended procedures.
- Clean mirrors.
- Spot clean walls and toilet partitions.
- Dust tops of the partitions and other collectors.
- Sweep and damp mop floors with germicidal cleaner.
- Clean and sanitize infant changing stations.
- Wipe and clean air diffusers, returns, and grilles associated with the building's Heating, Ventilating, and Air Conditioning Systems.
- Refill and maintain adequate levels of soap, paper towels, toilet paper, and toilet seat dispenser covers.
- Clean and polish all chrome and bright work.
- Sanitize floor drains.

Shower/Dressing Areas (Each Occurrence):

- Empty trash receptacle and replace liner.
- Clean and sanitize shower walls, floors and curtains.
- Dust tops of the partitions and other collectors.
- Sweep and damp mop dressing area floors with germicidal cleaner.
- Wipe and clean air diffusers, returns, and grilles associated with the building's Heating, Ventilating, and Air Conditioning Systems.
- Refill and maintain adequate levels of soap and paper towels.
- Clean and polish all chrome and bright work.
- Sanitize floor drains.
- Clean mirrors.

Parking Garage (As required):

- Trash Receptacles at each elevator landing– Empty trash in designated areas, sanitize and replace liner in the receptacle.
- Sanitize elevator controls at each landing and inside of cab.
- Remove trash from behind doors in stairwells.
- Sweep stairwells from ground to roof level.
- Spot mop stairwells (as spots appear).
- Clean and polish interior of elevator cab.
- Sweep and wash vinyl flooring inside of elevator cab.

Miscellaneous Duties (Each Occurrence):

- Clean and sanitize water fountains. Scrub and maintain a brilliant shine on all stainless steel and chrome.
- Sanitize and disinfect desk top telephones and telephone handsets.
- Wipe and clean air diffusers, returns, and grilles associated with the building's Heating, Ventilating, and Air Conditioning Systems.
- Recycle Receptacles – Empty Recyclables to designated areas.

Miscellaneous Duties (As required):

- Polish all wood furniture, i.e. chairs, tables, desks, cabinets, etc.
- Clean and sanitize wall light switch plates.
- Remove fingerprints and pen marks from walls, doors, partitions, etc.
- Dust all picture frames.
- Clean window sills, wipe down fire extinguishers and emergency lights.
- Check for and remove cob webs.
- Clean air diffusers, returns, and all grilles (wall/ceiling).
- Area carpet shampooing is at the Owners discretion, and **ONLY** when requested by Facilities Management. No building occupant has the authority to request these services.
- Stripping and waxing of floors is at the Owners discretion, and **ONLY** when requested by Facilities Management. No building occupant has the authority to request these services.
- A minimum of four coats of high quality wax is to be applied in order to maintain a high luster and shine.

“SPECIAL CONDITIONS”

- The Contractor shall maintain a Material Data Safety Sheet (MSDS) file on all chemical and cleaning agents used in the performance of this contract. A copy of MSDS's shall be provided to the Facilities Management Branch prior to its use. Green products are highly encouraged to be used for the appropriate applications.
- The Contractor shall be responsible for LOST or STOLEN keys and security proximity cards issued to them. They may be financially responsible for reimbursement to the County for the replacement of any keys, cards, or locks due to the loss or theft. The Contractor shall maintain a Key Log of all of its locations and their employees that have been issued keys and cards to County buildings. Facilities Management may request a copy of the Key Log at their discretion. Key Boxes may be utilized in specific buildings to insure key control.
- All disinfectant agents and chemicals used by the contractor in the cleaning process shall be bactericidal, fungicidal, virucidal and tuberculocidal. Green seal certified products are highly encouraged to be used for the appropriate applications.

- All carpet shampooing and stripping and waxing of floors will be performed after hours, on weekends or holidays, unless other specific arrangements have been approved by Facilities Management. This additional work will be invoiced separately and written authorization by Facilities Management will accompany the invoice for payment. No additional work shall be performed without prior written authorization.
- It is the responsibility of the Contractor to ensure that all cleaning products are compatible and appropriate for the surfaces to be cleaned. The Contractor will be held responsible for the repair or replacement of any surfaces or items found to be damaged by the improper use of any product it provides.
- Buildings and area square footage can be added or deleted as deemed appropriate by Facilities Management.
- Frequencies of cleaning can be modified as deemed appropriate by Facilities Management.
- The Contractor shall be made available to clean the Board of County Commissioners chambers and surrounding areas after all scheduled meetings.
- The Contractor shall be willing to make accommodations to clean sensitive areas at specific days and times if requested by the building occupants. This may require being escorted and/or providing the services during the occupant's normal business hours.
- Quality Control inspections shall be performed routinely with documented results (exhibit A). A minimum of 20 inspections shall be performed each month and submitted as a part of the monthly invoicing procedure. Facilities Management will not process a monthly invoice without the accompanying completed quality control inspections.
- All vacuum cleaners shall be required to have a HEPA filtration system.
- Escambia County focuses on providing safe, effective and environmentally friendly products in all of their buildings. Green seal certified products are highly encouraged when deemed appropriate and effective for the task.

Quality Control Inspection

Inspector Name: _____

Date: _____

Inspector Title: _____

Site Name: _____ Bldg.# _____

Score: Rate Quality of Work 1 = Unsatisfactory 2 = Needs Improvement 3 = Satisfactory 4 = Exceptional

Note: Any item receiving an "unsatisfactory" needs immediate corrective action and follow up reinspection.

S/S - Check box if area needs "Strip & Wax" or "Shampoo"

Halls and Lobbies

Procedure or Area	S/S	Score	Corrective Action
Tile Floors - Clean / Free of Stains			
Carpet - Vacuumed / Spot Cleaned			
Baseboards			
Walls and Doors			
Glass			
Drinking Fountains			
Dusting			
High Dusting			
Total			

Conference and Meeting Rooms

Procedure or Area	S/S	Score	Corrective Action
Tile Floors - Clean / Free of Stains			
Carpet - Vacuumed / Spot Cleaned			
Baseboards			
Chalk and White Boards			
Desk Tops			
Dusting			
High Dusting			
Total			

Break Rooms

Procedure or Area	S/S	Score	Corrective Action
Tile Floors - Clean / Free of Stains			
Baseboards			
Total			

Offices and Cubicles

Procedure or Area	S/S	Score	Corrective Action
Tile Floors - Clean / Free of Stains			
Carpet - Vacuumed / Spot Cleaned			
Baseboards			
Dusting			
High Dusting			
Total			

Restrooms

Procedure or Area	S/S	Score	Corrective Action
Floors - Clean / Free of Stains			
Baseboards			
Mirrors			
Sinks/Counters			
Toilets/Urinals			
Walls, Partitions, and Doors			
Total			

General

Procedure or Area	Yes/No	Corrective Action
Are the restrooms stocked after every service		
Is all of the trash being emptied during services		
Is your building being secured properly		

Site Score: _____

Comments: _____

BOARD OF COUNTY COMMISSIONERS
ESCAMBIA COUNTY, FLORIDA

OFFICE OF PURCHASING

213 PALAFOX PLACE, 2nd Floor
P.O. BOX 1591

PENSACOLA, FL 32591-1591

TELEPHONE (850)595-4980

(SUNCOM) 695-4980

TELEFAX (850)595-4805

<http://www.myscambia.com/departments/purchasing>

CLAUDIA SIMMONS
Purchasing Manager



May 27, 2011

To: All Known Bidders

ADDENDUM NUMBER 1:

Re: Custodial Services for County Buildings
Specification Number PD 10-11.049

Bidders:

We recently sent you an Invitation to Bid on the above mentioned specification.

This Addendum #1 provides for the following:

Remove and Replace Bid Form pages 4 through 9 which added square footage of buildings and also removed and added County Buildings for Custodial Services:

A Non-Mandatory site visit and walk-through has been scheduled for Wednesday, June 1, 2011 at 9:00a.m., CDT at the Facilities Management Building, 100 East Blount St., Pensacola, FL 32501. Prospective Bidders are encouraged to attend.

This Addendum Number 1 is furnished to all known prospective bidders. Please sign and return one copy of this Addendum, with original signature, with your bid as an acknowledgement of your having received same. You may photo copy for your record.

Sincerely,

A handwritten signature in blue ink, which appears to read "Joe Pillitary".

Joe Pillitary, CPPO, CPPB
Purchasing Coordinator

SIGNED: _____

COMPANY: _____

JP/lk

BID FORM**Specification Number PD 10-11.049
CUSTODIAL SERVICES FOR COUNTY BUILDINGS**

Board of County Commissioners
Escambia County, Florida
Pensacola, Florida 32502

Date: _____

Commissioners:

In accordance with your "Invitation for Bids" and "Instructions to Bidders" for CUSTODIAL SERVICES FOR COUNTY BUILDINGS as described and listed in this Invitation for Bids, and subject to all conditions thereof, I, undersigned, hereby propose to provide at the following price:

Bldg #	Building / Location	Gross Sq Ft	Frequency / Days of Cleaning		Monthly / Yearly Totals		
14	4 H Camp - Auditorium 4810 W. Nine Mile Rd Pensacola, FL 32526	6,840	1	Tue	\$ _____	per month, x 12 =	\$ _____ / Year
13	4 H Club Bathhouse 4810 W. Nine Mile Rd Pensacola, FL 32526	1,204	1	Tue	\$ _____	per month, x 12 =	\$ _____ / Year
71	Agricultural Extension Services 3740 Stefani Rd. Pensacola, FL 32501	7,000	5	M - F	\$ _____	per month, x 12 =	\$ _____ / Year
46	Animal Shelter 200 W. Fairfield Dr. Pensacola, FL 32501	9,127	5	M - F	\$ _____	per month, x 12 =	\$ _____ / Year
179A	Archives Building 120 E. Blount St. Pensacola, FL 32501	15,370	5	M - F	\$ _____	per month, x 12 =	\$ _____ / Year
223	Barrineau Park Community Center 6055 Barrineau Park School Rd. Molino, FL 32577	9,888	1	Tue	\$ _____	per month, x 12 =	\$ _____ / Year
73	Beulah Community Center 7425 Woodside Rd. Pensacola, FL 32526	3,155	2	M / Wed	\$ _____	per month, x 12 =	\$ _____ / Year
4	Big Lagoon Sheriff Station 12950 Gulf Beach Hwy Pensacola, FL 32507	1,100	1	S or S	\$ _____	per month, x 12 =	\$ _____ / Year
123	Bryneville Community Center 1701 Hwy 4A Century, FL 32535	3,540	1	Wed	\$ _____	per month, x 12 =	\$ _____ / Year

295	Central Office Complex 3363 W. Park Place Pensacola, FL 32503	74,630	5	M - F	\$ _____ per month, x 12 = \$ _____ / Year
61	Century Courthouse 7500 N. Century Blvd Century, FL 32535	5,206	2	Tue / Thur	\$ _____ per month, x 12 = \$ _____ / Year
65	Century EMS 6029 Industrial Blvd. Century, FL 32535	4,115	1	Thur	\$ _____ per month, x 12 = \$ _____ / Year
130	Community Probation 2251 N. Palafox Pensacola, FL 32501 Bratt, FL 32535	28,823	5	M - F	\$ _____ per month, x 12 = \$ _____ / Year
56	Court Administration 100 Maxwell Street Pensacola, FL 32501	865	5	M - F	\$ _____ per month, x 12 = \$ _____ / Year
62	Davisville Community Center 10200 Hwy 97 Bratt, FL 32535	7,124	1	S or S	\$ _____ per month, x 12 = \$ _____ / Year
63	Dorrie Miller Community Center 2819 N. Miller St Pensacola, FL 32503	1,965	5	M - F	\$ _____ per month, x 12 = \$ _____ / Year
241	Ebonwood Community Center 3511 W. Scott St. Pensacola, FL 32505	2,964	2	Tue / Thur	\$ _____ per month, x 12 = \$ _____ / Year
66	Employee Health Clinic 2257 N. Baylen Pensacola, FL 32501	6,949	6	M - S	\$ _____ per month, x 12 = \$ _____ / Year
231	EMS @ Osceola Fire Department 2601 Massachusetts Pensacola, FL 32505	200	2	M / Thu	\$ _____ per month, x 12 = \$ _____ / Year
256	EMS - Hayes Street 1135 W Hayes A Pensacola, FL 32501	615	2	M / Thu	\$ _____ per month, x 12 = \$ _____ / Year
68	Englewood Community Center 2751 N H St Pensacola, FL 32501	10,824	2	Tue / Fri	\$ _____ per month, x 12 = \$ _____ / Year

121	Ensley Sheriff Sub-Station 97 Hood Dr. Pensacola, FL 32534	3,606	2	M / Thu	\$ _____ per month, x 12 = \$ _____ / Year
189	Equestrian Center Administration 7750 Mobile Hwy. Pensacola, FL 32526	774	1	S or S	\$ _____ per month, x 12 = \$ _____ / Year
242	Escambia County Government Complex-NOB 221 Palafox Pl. Pensacola, FL 32502	126,700	5	M - F	\$ _____ per month, x 12 = \$ _____ / Year
258	Escambia County Government Complex/NOB Parking Garage 49 W. Intendencia Pensacola, FL 32501	833	1	F	\$ _____ per month, x 12 = \$ _____ / Year
179	Facilities Management 100 E. Blount St. Pensacola, FL 32526	17,058	5	M - F	\$ _____ per month, x 12 = \$ _____ / Year
72	Felix Miga Center 904 N. 57th Pensacola, FL 32506	13,670	5	M - F	\$ _____ per month, x 12 = \$ _____ / Year
203	Government Complex I - Office 1651 N. Nine Mile Rd. Pensacola, FL 32514	8,319	5	M - F	\$ _____ per month, x 12 = \$ _____ / Year
80	JJC Detention Center Juvenile Justice Center Juvenile Justice Center / JAC 1800 St. Marys Ave. Pensacola, FL 32502	30,355 51,083 12,036	5 5 5	M - F M - F M - F	\$ _____ per month, x 12 = \$ _____ / Year \$ _____ per month, x 12 = \$ _____ / Year \$ _____ per month, x 12 = \$ _____ / Year
255	Leonard Street Maintenance 1135 N. Hayes Pensacola, FL 32501	1,200	1	S or S	\$ _____ per month, x 12 = \$ _____ / Year
267	Lexington Terrace Community Center 700 S. Old Corry Field Rd. Pensacola, FL 32523	2,964	2	M / Thu	\$ _____ per month, x 12 = \$ _____ / Year
181	Marie Ella Davis Community Center 16 Raymond St. Pensacola, FL 32507	1,965	1	S or S	\$ _____ per month, x 12 = \$ _____ / Year

49	Matt Langley Bell 213 S. Palafox Pensacola, FL 32501	16,200	5	M - F	\$ _____ per month, x 12 = \$ _____ / Year
217	Mayfair Community Center 701 S. Madison Fr. Pensacola, FL 32505	1,965	2	W / S	\$ _____ per month, x 12 = \$ _____ / Year
124	Molino Sheriff Station 5844 N. Hwy 29 Pensacola, FL 32577	2,000	2	W / S	\$ _____ per month, x 12 = \$ _____ / Year
260	Mosquito Control 601 Hwy 297A Cantonment, FL 32533	2,978	1	F	\$ _____ per month, x 12 = \$ _____ / Year
153	Oak Grove Community Center 2550 Hwy 99 Oak Grove, FL 32568	1,636	1	F	\$ _____ per month, x 12 = \$ _____ / Year
59	Old Courthouse 223 S. Palafox St. Pensacola, FL 32501	40,680	5	M - F	\$ _____ per month, x 12 = \$ _____ / Year
178	Ordons/Orvis Complex 201 S. Palafox St. Pensacola, FL 32501	22,900	5	M - F	\$ _____ per month, x 12 = \$ _____ / Year
139	Pensacola Beach Sheriff Station 43 Ft. Pickens Rd. Pensacola, FL 32561	2,845	3	M / W / F	\$ _____ per month, x 12 = \$ _____ / Year
6	Pleasant Grove EMS 9350 Old Gulf Beach Hwy Pensacola, FL 32507	122	1	S or S	\$ _____ per month, x 12 = \$ _____ / Year
224	Public Safety 6575 N. W St. Pensacola, FL 32505	60,310	5	M - F	\$ _____ per month, x 12 = \$ _____ / Year
185	Quintette Community Center 2490 Quintette Lane Cantonment, FL 32533	1,965	1	S or S	\$ _____ per month, x 12 = \$ _____ / Year
55	Rebuild Northwest Florida 150 W. Maxwell Pensacola, FL 32501	4,183	5	M - F	\$ _____ per month, x 12 = \$ _____ / Year
113	Sheriff Administration 1700 W. Leonard St. Pensacola, FL 32501	108,927	5	M - F	\$ _____ per month, x 12 = \$ _____ / Year

179	Supervisor of Elections 100 E. Blount St. Pensacola, FL 32501	15,370	2	Tue / Thur	\$ _____ per month, x 12 = \$ _____ / Year
157	Walnut Hill Community Center 7850 Hwy 97 Walnut Hill, FL 32568	4,823	1	S or S	\$ _____ per month, x 12 = \$ _____ / Year
182	Walnut Hill Sheriff Sub- Station 7850 Hwy 97 Walnut Hill, FL 32568	1,050	2	Tue / Thur	\$ _____ per month, x 12 = \$ _____ / Year
173	Wind Mitigation Building 3740 Stefani Rd. Pensacola, FL 32501	3,139	5	M - F	\$ _____ per month, x 12 = \$ _____ / Year
	Facilities Management Total	763,160			\$ _____ per month, x 12 = \$ _____ / Year

Separate monthly invoices will be prepared and mailed to the Tax Collector's Office, Road Department & Solid Waste.

<u>SOLID WASTE</u>					
273	Solid Waste - Administration 13009 Beulah Road Pensacola, FL 32526	8,046	5	M - F	\$ _____ per month, x 12 = \$ _____ / Year
27	Solid Waste - Garage 13009 Beulah Road Pensacola, FL 32526	4,206	6	M - S	\$ _____ per month, x 12 = \$ _____ / Year
251	Solid Waste - Hazardous Household Waste 13009 Beulah Road Pensacola, FL 32526	8,250	5	M - F	\$ _____ per month, x 12 = \$ _____ / Year
28	Solid Waste - Scale House 13009 Beulah Road Pensacola, FL 32526	357	6	M - S	\$ _____ per month, x 12 = \$ _____ / Year
	Solid Waste - Scale House 2906 N. Palafox Street Pensacola, FL 32501	357	1	1 day a week	\$ _____ per month, x 12 = \$ _____ / Year
	Solid Waste Total	21,216			\$ _____ per month, x 12 = \$ _____ / Year
<u>ROAD DEPARTMENT</u>					
37	Road Department - Admin 601 Hwy 297A Pensacola, FL 32533	2,730	5	M - F	\$ _____ per month, x 12 = \$ _____ / Year

39	Road Department - Wellness Center 601 Hwy 297A Pensacola, FL 32533	1,668	5	M - F	\$ _____ per month, x 12 = \$ _____ / Year
270	Road Department - Modular Trailer 601 Hwy 297A Pensacola, FL 32533	760	5	M - F	\$ _____ per month, x 12 = \$ _____ / Year
41A	Road Department - Modular Trailer 601 Hwy 297A Pensacola, FL 32533	760	5	M - F	\$ _____ per month, x 12 = \$ _____ / Year
36	Road Department - Fleet Maintenance 601 Hwy 297A Pensacola, FL 32533	19,945	5	M - F	\$ _____ per month, x 12 = \$ _____ / Year
187	Road Department - Fuel Operations Trailer 601 Hwy 297A Pensacola, FL 32533	720	5	M - F	\$ _____ per month, x 12 = \$ _____ / Year
	Road Department Total	26,583			\$ _____ per month, x 12 = \$ _____ / Year

TAX COLLECTOR

216	Cantonment Tax Collector 470 South Hwy 29 Pensacola, FL 32533	4,000	5	M - F	\$ _____ per month, x 12 = \$ _____ / Year
81A	Warrington Tax Collector 507 N. Navy Blvd Pensacola, FL 32507	5,688	5	M - F	\$ _____ per month, x 12 = \$ _____ / Year
219	Marcus Point Tax Collector 6451 "W" Street Pensacola, FL 32505	10,332	5	M - F	\$ _____ per month, x 12 = \$ _____ / Year
	Tax Collector's Total	20,020			\$ _____ per month, x 12 = \$ _____ / Year

VCT: Strip / Wax (4 coats)

\$ _____ per sq. ft.

Ceramic: Scrub

\$ _____ per sq. ft.

Carpet: Shampoo

\$ _____ per sq. ft.

Facilities Management Total from Page 8 \$ _____

Solid Waste Total from Page 8 \$ _____

Road Department Total from Page 8a \$ _____

Tax Collector Total from Page 8a \$ _____

Grand Total \$ _____

Bid Form Continued:

CONTRACTOR REQUIREMENTS

Acknowledgment is hereby made of receipt of the following addenda issued during the bidding period:

Addendum No. _____ Date _____ Addendum No. _____ Date _____
Addendum No. _____ Date _____ Addendum No. _____ Date _____

(PLEASE TYPE INFORMATION BELOW)

SEAL IF BID IS BY CORPORATION

State of Florida Department of State Certificate of Authority

Document Number _____

Occupational License No. _____

Florida DBPR Contractor's License, Certification and/or
Registration No. _____

Type of Contractor's License, Certification and/or
Registration _____

Expiration Date: _____

Terms of Payment

(Check one) Net 30 Days ____ 2% 10th Prox ____

Will your company accept Escambia County Purchasing
Cards? Yes ____ No ____.

Will your company accept Escambia County Direct
Payment Vouchers? Yes ____ No ____.

County Permits/Fees required for this project:

Permit _____ Cost _____

_____ NA _____

Bidder: _____

By: _____

Signature: _____

Title: _____

Address: _____

Person to contact concerning this bid:

Phone/Toll Free/Fax # _____

E-Mail Address: _____

Home Page Address: _____

Person to contact for emergency service:

Phone/Cell/Pager #: _____

Person to contact for disaster service:

Home Address: _____

Home Phone/Cell/Pager #: _____

Attached to bid you shall find a bid bond, cashier's check or certified check (circle one that applies) in the amount of
\$1,000.00.

BOARD OF COUNTY COMMISSIONERS
ESCAMBIA COUNTY, FLORIDA

OFFICE OF PURCHASING

213 PALAFOX PLACE, 2nd Floor

P.O. BOX 1591

PENSACOLA, FL 32591-1591

TELEPHONE (850)595-4980

(SUNCOM) 695-4980

TELEFAX (850)595-4805

<http://www.myescambia.com/departments/purchasing>

CLAUDIA SIMMONS
Purchasing Manager



June 2, 2011

To: All Known Bidders

ADDENDUM NUMBER 2:

Re: Custodial Services for County Buildings
Specification Number PD 10-11.049

Bidders:

We recently sent you an Invitation to Bid on the above mentioned specification.

This Addendum #2 provides for the following:

Remove and Replace Bid Form pages 8 through 9 which added square footage of Building #146
Maxwell Street Maintenance:

This Addendum Number 2 is furnished to all known prospective bidders. Please sign and return one copy of this Addendum, with original signature, with your bid as an acknowledgement of your having received same. You may photo copy for your record.

Sincerely,

A handwritten signature in blue ink that reads "Joe F. Pillitary".

Joe Pillitary, CPPO, CPPB
Purchasing Coordinator

SIGNED: _____

COMPANY: _____

JP/lk

179	Supervisor of Elections 100 E. Blount St. Pensacola, FL 32501	15,370	2	Tue / Thur	\$ _____ per month, x 12 = \$ _____ / Year
157	Walnut Hill Community Center 7850 Hwy 97 Walnut Hill, FL 32568	4,823	1	S or S	\$ _____ per month, x 12 = \$ _____ / Year
182	Walnut Hill Sheriff Sub-Station 7850 Hwy 97 Walnut Hill, FL 32568	1,050	2	Tue / Thur	\$ _____ per month, x 12 = \$ _____ / Year
173	Wind Mitigation Building 3740 Stefani Rd. Pensacola, FL 32501	3,139	5	M - F	\$ _____ per month, x 12 = \$ _____ / Year
146	Maxwell Street Maintenance 2257 N. Palafox Street Pensacola, FL 32501	2,400		M - F	\$ _____ per month, x 12 = \$ _____ / Year
	Facilities Management Total	765,560			\$ _____ per month, x 12 = \$ _____ / Year

Separate monthly invoices will be prepared and mailed to the Tax Collector's Office, Road Department & Solid Waste.

	<u>SOLID WASTE</u>				
273	Solid Waste - Administration 13009 Beulah Road Pensacola, FL 32526	8,046	5	M - F	\$ _____ per month, x 12 = \$ _____ / Year
27	Solid Waste - Garage 13009 Beulah Road Pensacola, FL 32526	4,206	6	M - S	\$ _____ per month, x 12 = \$ _____ / Year
251	Solid Waste - Hazardous Household Waste 13009 Beulah Road Pensacola, FL 32526	8,250	5	M - F	\$ _____ per month, x 12 = \$ _____ / Year
28	Solid Waste - Scale House 13009 Beulah Road Pensacola, FL 32526	357	6	M - S	\$ _____ per month, x 12 = \$ _____ / Year
	Solid Waste - Scale House 2906 N. Palafox Street Pensacola, FL 32501	357	1	1 day a week	\$ _____ per month, x 12 = \$ _____ / Year
	Solid Waste Total	21,216			\$ _____ per month, x 12 = \$ _____ / Year

ROAD DEPARTMENT

37	Road Department – Admin 601 Hwy 297A Pensacola, FL 32533	2,730	5	M - F	\$ _____ per month, x 12 = \$ _____ / Year
			8		
39	Road Department - Wellness Center 601 Hwy 297A Pensacola, FL 32533	1,668	5	M - F	\$ _____ per month, x 12 = \$ _____ / Year
270	Road Department - Modular Trailer 601 Hwy 297A Pensacola, FL 32533	760	5	M - F	\$ _____ per month, x 12 = \$ _____ / Year
41A	Road Department - Modular Trailer 601 Hwy 297A Pensacola, FL 32533	760	5	M - F	\$ _____ per month, x 12 = \$ _____ / Year
36	Road Department - Fleet Maintenance 601 Hwy 297A Pensacola, FL 32533	19,945	5	M - F	\$ _____ per month, x 12 = \$ _____ / Year
187	Road Department - Fuel Operations Trailer 601 Hwy 297A Pensacola, FL 32533	720	5	M - F	\$ _____ per month, x 12 = \$ _____ / Year
	Road Department Total	26,583	`		\$ _____ per month, x 12 = \$ _____ / Year

TAX COLLECTOR

216	Cantonment Tax Collector 470 South Hwy 29 Pensacola, FL 32533	4,000	5	M - F	\$ _____ per month, x 12 = \$ _____ / Year
81A	Warrington Tax Collector 507 N. Navy Blvd Pensacola, FL 32507	5,688	5	M - F	\$ _____ per month, x 12 = \$ _____ / Year
219	Marcus Point Tax Collector 6451 "W" Street Pensacola, FL 32505	10,332	5	M - F	\$ _____ per month, x 12 = \$ _____ / Year
	Tax Collector's Total	20,020	`		\$ _____ per month, x 12 = \$ _____ / Year

VCT: Strip / Wax (4 coats)

\$ _____ per sq. ft.

Ceramic: Scrub

\$ _____ per sq. ft.

Carpet: Shampoo

\$ _____ per sq. ft.

Bid Form Continued:

Facilities Management Total from Page 8	\$ _____
Solid Waste Total from Page 8	\$ _____
Road Department Total from Page 8a	\$ _____
Tax Collector Total from Page 8a	\$ _____
Grand Total	\$ _____

CONTRACTOR REQUIREMENTS

Acknowledgment is hereby made of receipt of the following addenda issued during the bidding period:

Addendum No. _____	Date _____	Addendum No. _____	Date _____
Addendum No. _____	Date _____	Addendum No. _____	Date _____

(PLEASE TYPE INFORMATION BELOW)

SEAL IF BID IS BY CORPORATION

State of Florida Department of State Certificate of Authority

Document Number _____

Bidder: _____

Occupational License No. _____

By: _____

Florida DBPR Contractor's License, Certification and/or
Registration No. _____

Signature: _____

Type of Contractor's License, Certification and/or
Registration _____

Title: _____

Address: _____

Expiration Date: _____

Person to contact concerning this bid:

Phone/Toll Free/Fax # _____

Terms of Payment

(Check one) Net 30 Days ____ 2% 10th Prox ____

Will your company accept Escambia County Purchasing
Cards? Yes ____ No ____.

E-Mail Address: _____

Home Page Address: _____

Will your company accept Escambia County Direct
Payment Vouchers? Yes ____ No ____.

Person to contact for emergency service:

Phone/Cell/Pager #: _____

County Permits/Fees required for this project:

Person to contact for disaster service:

<u>Permit</u>	<u>Cost</u>
NA	
_____	_____
_____	_____
_____	_____

Home Address: _____

Home Phone/Cell/Pager #: _____

Attached to bid you shall find a bid bond, cashier's check or certified check (circle one that applies) in the amount of **\$1,000.00.**



American Facility Services, Inc.
1325 Union Hill Industrial Court, Suite A, Alpharetta, GA 30004
Office: 770.740.1613 Fax: 770.475.7720
www.americanfacilityservices.com

Sealed Bid for Custodial Services
Escambia County Florida ITB #PD10-11.049
June 9, 2011
Original



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Section 1-RFP Requirements

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State of Florida 2011 for Profit Annual Report

Surety Letter

Addendum Acknowledgment

References

Bind Bond included in Separate Envelope

Mark Thompson
4255 Wayfield Dr.
Norcross, GA 30092
Home 770-447-6573
Marknorc8@aol.com

SUMMARY

- Over 20 successful years of Operations Management and Marketing experience in Commercial Office Services and Janitorial Industry.
- Strong history of consistent and significant contributions to company goals for business retention, growth and profitability.
- Outstanding customer relations skills that have enabled my continued advancements and promotions within the Industry.
- 8 years of Military service, serving both as an enlisted NCO and Commissioned Officer.

EXPERIENCE

American Facility Services, Inc., Alpharetta, GA

Marketing Director, Account Executive, Project Manager, 2007 – Current

- Overall responsibility for sales, operations, customer services for assigned accounts.

General Building Maintenance, Atlanta, GA

General Manager, 2001 - 2007

- Overall responsibility for sales, operations, customer services, subcontracting, employee recruitment and development of a \$5 Million Dollar branch.
- Rewrote ISO quality control program and procedures for Atlanta Branch and managed 65 properties under ISO guidelines. Received 3 ISO recertification's during tenure.
- Sold over 4 million square feet of Janitorial service contracts, while continually maintaining relationships with my current customer base that resulted in a 95% retention rate.

OneSource

Senior District Manager, 2000 – 2001, Atlanta GA

District Manager 1999-2000, Tampa FL.

- Successfully integrated and merged Coastal States, Tower Cleaning Franchising with Tampa's OneSource Branch.
- Developed into OneSource's most profitable Southeast region branch.
- Restructured entire Atlanta Operation to bring profitability goals and loss of business percentages to targeted goals.

Coastal States Industries, 1987-1999

Area Supervisor, Division Manager, Operations Manager

- Managed 350 full and part-time Managers, Supervisors, floor and carpet technicians, cleaning 5 million square feet of Commercial office space in Greater Tampa area.
- Developed, organized, and managed a Master Tower Franchise Company, integrating its operations with branch.
- Helped start-up a satellite branch in Orlando, growing its operation into \$3 Million dollar operation.

U.S. Army, Ft. Huachuca, AZ

Captain, 1982 - 1987

- Graduated from U.S. Army's Intelligence Center and School, Instructed Field Grade Officers on Soviet Tactics, Intelligence Officer for Tank Battalion.

EDUCATION

Winona State University, Winona, MN

B.S. Hospital Administration

- Cadet Commander, ROTC
- Co-Captain, Football



April 29, 2011

Escambia County Florida
Office of Purchasing, 2nd Floor, Room 11.101
213 Palafox Place
Pensacola, FL 32502

Attn: JOE PILLITARY, CPPO, CPPB
Purchasing Director

RE: SOLICITATION NUMBER PD 10-11.049

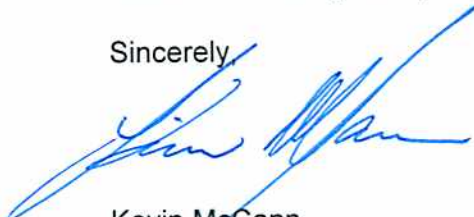
Dear Ladies and Gentlemen:

On behalf of American Facility Services, Inc., I am pleased to submit this proposal to provide janitorial services for Escambia County Florida. Our headquarters in Alpharetta, Georgia will provide administrative support. Our corporate and executive roles are identified on the enclosed Corporate Organizational Chart. The Account Manager will be Mr. Mark Thompson. Mr. Thompson supports our Florida contracts and would be available to you in person on a regular basis; please find his resume enclosed for your review.

At American Facility Services, Inc., we view service contracts as partnerships with our customers. We have moved into a new expanded level of service with the company's name change, which was effective in 2008, and are very excited about the future. We have concentrated our efforts to provide Green Cleaning services, utilizing support from our primary supplier and manufacturers.

Our company is totally committed to providing the Escambia County Florida with the highest level of janitorial service and customer support. We would greatly appreciate the opportunity to add your facility to our list of locations served. If you have any questions, please contact me at our office on (770) 740-1613. We look forward to hearing from you.

Sincerely,



Kevin McCann
President

SIGN AND RETURN THIS FORM WITH YOUR BIDS**

SOLICITATION, OFFER AND AWARD FORM

ESCAMBIA COUNTY FLORIDA

SUBMIT OFFERS TO:

JOE PILLITARY, CPPO, CPPB

Invitation to Bid

Purchasing Coordinator

Office of Purchasing, 2nd Floor, Room 11.101

213 Palafox Place, Pensacola, FL 32502

Post Office Box 1591, Pensacola, FL 32591-1591

Phone No: (850)595-4878 Fax No: (850) 595-4807

CUSTODIAL SERVICES FOR COUNTY BUILDINGS

SOLICITATION NUMBER: PD 10-11.049

SOLICITATION

MAILING DATE: Monday, May 16, 2011

PRE-BID CONFERENCE: Thursday, May 26, 2011 at 10:00a.m., CDT

OFFERS WILL BE RECEIVED UNTIL: Thursday, June 9, 2011 at 3:00p.m., CDT and may not be withdrawn within 90 days after such date and time.

POSTING OF SOLICITATION TABULATIONS

Solicitation tabulations with recommended awards will be posted for review by interested parties at the County Office of Purchasing and will remain posted for a period of two (2) business days. Failure to file a protest in writing within two (2) business days after posting of the solicitation tabulation shall constitute a waiver of any protest relating to this solicitation. All protests must be filed with the Office of Purchasing. They will be handled according to the Escambia County Purchasing Ordinance.

OFFER (SHALL BE COMPLETED BY OFFEROR)

FEDERAL EMPLOYER IDENTIFICATION NUMBER OR S.S. NUMBER:

58-1950842

TERMS OF PAYMENT:

net 30

DELIVERY DATE WILL BE 14 DAYS AFTER RECEIPT OF PURCHASE ORDER.

VENDOR NAME: American Facility Services, Inc

ADDRESS: 1325 Union Hill Industrial Ct., Suite A

CITY, ST. & ZIP: Alpharetta, GA 30004

PHONE NO.: (770) 740-1613

TOLL FREE NO.: () none

FAX NO.: (770) 475-7720

REASON FOR NO OFFER:

BID BOND ATTACHED \$ 1,000.00

I certify that this offer is made without prior understanding, agreement, or connection, with any Corporation, firm or person submitting an offer for the same materials, supplies, or equipment, and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of this offer and certify that I am authorized to sign this offer for the offeror and that the offeror is in compliance with all requirements of the solicitation, including but not limited to certification requirements. In submitting an offer to Escambia County Florida, the offeror agrees that if the offer is accepted, the offeror will convey, sell, assign or transfer to Escambia County Florida all rights title and interest in and to all causes of action it may now or hereafter acquire under the Anti-trust laws of the United States and the State of Florida for price fixing relating to the particular commodities or services purchased or acquired by Escambia County Florida. At the County's discretion such assignment shall be made and become effective at the time the County renders final payment to the offeror.

Kevin McCann President

NAME AND TITLE OF PERSON AUTHORIZED TO SIGN OFFER

(TYPED OR PRINTED)


SIGNATURE OF PERSON AUTHORIZED TO SIGN OFFER
(MANUAL)

****Failure to execute this Form binding the bidder/proposer's offer shall result in this bid/proposal being rejected as non-responsive.**

AWARD

Upon certification of award the contract shall be signed by the President or Vice-President. Any other officer shall have permission to sign via a resolution approved by the Board of Directors on behalf of the company. Awarded contractor shall submit a copy of the resolution together with the executed contract to the Office of Purchasing. The terms and conditions of this solicitation and the bid response of the awarded contractor is incorporated by reference herein and made a part of this contract.

CONTRACTOR

Name and Title of Signer (Type or Print)

Name of Contractor

By

Signature of Person Authorized to Sign

Date

ATTEST:

Corporate Secretary

Date

[CORPORATE SEAL]

ATTEST:

Witness

Date

ATTEST:

Witness

Date

ESCAMBIA COUNTY FLORIDA

Name and Title of Signer (Type or Print)

By

County Administrator

Date

WITNESS

Date

WITNESS

Date

Awarded Date

Effective Date

BID FORM

Specification Number **PD 10-11.049**
CUSTODIAL SERVICES FOR COUNTY BUILDINGS

Board of County Commissioners
 Escambia County, Florida
 Pensacola, Florida 32502

Date: June 8, 2011

Commissioners:

In accordance with your "Invitation for Bids" and "Instructions to Bidders" for CUSTODIAL SERVICES FOR COUNTY BUILDINGS as described and listed in this Invitation for Bids, and subject to all conditions thereof, I, undersigned, hereby propose to provide at the following price:

Bldg #	Building / Location	Gross Sq Ft	Frequency / Days of Cleaning	Monthly / Yearly Totals
14	4 H Camp - Auditorium 4810 W. Nine Mile Rd Pensacola, FL 32526	6,840	1 Tue	<u>\$287.00</u> per month, x 12 = <u>\$3,444.00</u> / Year
13	4 H Club Bathhouse 4810 W. Nine Mile Rd Pensacola, FL 32526	1,204	1 Tue	<u>\$78.00</u> per month, x 12 = <u>\$936.00</u> / Year
71	Agricultural Extension Services 3740 Stefani Rd. Pensacola, FL 32501	7,000	5 M - F	<u>\$622.00</u> per month, x 12 = <u>\$7,464.00</u> / Year
46	Animal Shelter 200 W. Fairfield Dr. Pensacola, FL 32501	9,127	5 M - F	<u>\$892.00</u> per month, x 12 = <u>\$10,704.00</u> / Year
179A	Archives Building 120 E. Blount St. Pensacola, FL 32501	15,370	5 M - F	<u>\$756.00</u> per month, x 12 = <u>\$9,072.00</u> / Year
223	Barrineau Park Community Center 6055 Barrineau Park School Rd. Molino, FL 32577	9,888	1 Tue	<u>\$400.00</u> per month, x 12 = <u>\$4,800.00</u> / Year
73	Beulah Community Center 7425 Woodside Rd. Pensacola, FL 32526	3,155	2 M / Wed	<u>\$135.00</u> per month, x 12 = <u>\$1,620.00</u> / Year
4	Big Lagoon Sheriff Station 12950 Gulf Beach Hwy Pensacola, FL 32507	1,100	1 S or S	<u>\$74.00</u> per month, x 12 = <u>\$888.00</u> / Year
123	Bryneville Community Center 1701 Hwy 4A Century, FL 32535	3,540	1 Wed	<u>\$147.00</u> per month, x 12 = <u>\$1,764.00</u> / Year

295	Central Office Complex 3363 W. Park Place Pensacola, FL 32503	74,630	5	M - F	<u>\$4,803.00</u> per month, x 12 = <u>\$57,636.00</u> / Year
61	Century Courthouse 7500 N. Century Blvd Century, FL 32535	5,206	2	Tue / Thur	<u>\$240.00</u> per month, x 12 = <u>\$2,880.00</u> / Year
65	Century EMS 6029 Industrial Blvd. Century, FL 32535	4,115	1	Thur	<u>\$164.00</u> per month, x 12 = <u>\$1,968.00</u> / Year
130	Community Probation 2251 N. Palafox Pensacola, FL 32501 Bratt, FL 32535	28,823	5	M - F	<u>\$1,895.00</u> per month, x 12 = <u>\$22,740.00</u> / Year
56	Court Administration 100 Maxwell Street Pensacola, FL 32501	865	5	M - F	<u>\$129.00</u> per month, x 12 = <u>\$1,548.00</u> / Year
62	Davisville Community Center 10200 Hwy 97 Bratt, FL 32535	7,124	1	S or S	<u>\$295.00</u> per month, x 12 = <u>\$3,540.00</u> / Year
63	Dorrie Miller Community Center 2819 N. Miller St Pensacola, FL 32503	1,965	5	M - F	<u>\$265.00</u> per month, x 12 = <u>\$3,180.00</u> / Year
241	Ebonwood Community Center 3511 W. Scott St. Pensacola, FL 32505	2,964	2	Tue / Thur	<u>\$295.00</u> per month, x 12 = <u>\$3,540.00</u> / Year
66	Employee Health Clinic 2257 N. Baylen Pensacola, FL 32501	6,949	6	M - S	<u>\$703.00</u> per month, x 12 = <u>\$8,436.00</u> / Year
231	EMS @ Osceola Fire Department 2601 Massachusetts Pensacola, FL 32505	200	2	M / Thu	<u>\$49.00</u> per month, x 12 = <u>\$588.00</u> / Year
256	EMS - Hayes Street 1135 W Hayes A Pensacola, FL 32501	615	2	M / Thu	<u>\$65.00</u> per month, x 12 = <u>\$780.00</u> / Year
68	Englewood Community Center 2751 N H St Pensacola, FL 32501	10,824	2	Tue / Fri	<u>\$273.00</u> per month, x 12 = <u>\$3,276.00</u> / Year

121	Ensley Sheriff Sub-Station 97 Hood Dr. Pensacola, FL 32534	3,606	2	M / Thu	<u>\$ 190.00</u> per month, x 12 = <u>\$2,280.00</u> / Year
189	Equestrian Center Administration 7750 Mobile Hwy. Pensacola, FL 32526	774	1	S or S	<u>\$52.00</u> per month, x 12 = <u>\$624.00</u> / Year
242	Escambia County Government Complex-NOB 221 Palafox Pl. Pensacola, FL 32502	126,700	5	M - F	<u>\$8,132.00</u> per month, x 12 = <u>\$97,584.00</u> / Year
258	Escambia County Government Complex/NOB Parking Garage 49 W. Intendencia Pensacola, FL 32501	833	1	F	<u>\$66.00</u> per month, x 12 = <u>\$ 792.00</u> / Year
179	Facilities Management 100 E. Blount St. Pensacola, FL 32526	17,058	5	M - F	<u>\$682.00</u> per month, x 12 = <u>\$8,184.00</u> / Year
72	Felix Miga Center 904 N. 57th Pensacola, FL 32506	13,670	5	M - F	<u>\$ 1,028.00</u> per month, x 12 = <u>\$12,336.00</u> / Year
203	Government Complex I - Office 1651 N. Nine Mile Rd. Pensacola, FL 32514	8,319	5	M - F	<u>\$662.00</u> per month, x 12 = <u>\$7,944.00</u> / Year
80	JJC Detention Center Juvenile Justice Center Juvenile Justice Center / JAC 1800 St. Marys Ave. Pensacola, FL 32502	30,355 51,083 12,036	5 5 5	M - F M - F M - F	<u>\$1,941.00</u> per month, x 12 = <u>\$23,292.00</u> / Year <u>\$3,285.00</u> per month, x 12 = <u>\$39,420.00</u> / Year <u>\$773.00</u> per month, x 12 = <u>\$9,276.00</u> / Year
255	Leonard Street Maintenance 1135 N. Hayes Pensacola, FL 32501	1,200	1	S or S	<u>\$58.00</u> per month, x 12 = <u>\$696.00</u> / Year
267	Lexington Terrace Community Center 700 S. Old Corry Field Rd. Pensacola, FL 32523	2,964	2	M / Thu	<u>\$171.00</u> per month, x 12 = <u>\$2,052.00</u> / Year
181	Marie Ella Davis Community Center 16 Raymond St. Pensacola, FL 32507	1,965	1	S or S	<u>\$ 100.00</u> per month, x 12 = <u>\$1,200.00</u> / Year

49	Matt Langley Bell 213 S. Palafox Pensacola, FL 32501	16,200	5	M - F	<u>\$1,104.00</u> per month, x 12 = <u>\$13,248.00</u> / Year
217	Mayfair Community Center 701 S. Madison Fr. Pensacola, FL 32505	1,965	2	W / S	<u>\$141.00</u> per month, x 12 = <u>\$1,692.00</u> / Year
124	Molino Sheriff Station 5844 N. Hwy 29 Pensacola, FL 32577	2,000	2	W / S	<u>\$142.00</u> per month, x 12 = <u>\$1,704.00</u> / Year
260	Mosquito Control 601 Hwy 297A Cantonment, FL 32533	2,978	1	F	<u>\$130.00</u> per month, x 12 = <u>\$1,560.00</u> / Year
153	Oak Grove Community Center 2550 Hwy 99 Oak Grove, FL 32568	1,636	1	F	<u>\$70.00</u> per month, x 12 = <u>\$840.00</u> / Year
59	Old Courthouse 223 S. Palafox St. Pensacola, FL 32501	40,680	5	M - F	<u>\$2,560.00</u> per month, x 12 = <u>\$30,720.00</u> / Year
178	Ordons/Orvis Complex 201 S. Palafox St. Pensacola, FL 32501	22,900	5	M - F	<u>\$1,512.00</u> per month, x 12 = <u>\$18,144.00</u> / Year
139	Pensacola Beach Sheriff Station 43 Ft. Pickens Rd. Pensacola, FL 32561	2,845	3	M / W / F	<u>\$208.00</u> per month, x 12 = <u>\$2,496.00</u> / Year
6	Pleasant Grove EMS 9350 Old Gulf Beach Hwy Pensacola, FL 32507	122	1	S or S	<u>\$25.00</u> per month, x 12 = <u>\$300.00</u> / Year
224	Public Safety 6575 N. W St. Pensacola, FL 32505	60,310	5	M - F	<u>\$3,871.00</u> per month, x 12 = <u>\$46,452.00</u> / Year
185	Quintette Community Center 2490 Quintette Lane Cantonment, FL 32533	1,965	1	S or S	<u>\$100.00</u> per month, x 12 = <u>\$1,200.00</u> / Year
55	Rebuild Northwest Florida 150 W. Maxwell Pensacola, FL 32501	4,183	5	M - F	<u>\$331.00</u> per month, x 12 = <u>\$3,972.00</u> / Year
113	Sheriff Administration 1700 W. Leonard St. Pensacola, FL 32501	108,927	5	M - F	<u>\$6,979.00</u> per month, x 12 = <u>\$83,748.00</u> / Year

179	Supervisor of Elections 100 E. Blount St. Pensacola, FL 32501	15,370	2	Tue / Thur	<u>\$ 708.00</u> per month, x 12 = <u>\$8,496.00</u> / Year
157	Walnut Hill Community Center 7850 Hwy 97 Walnut Hill, FL 32568	4,823	1	S or S	<u>\$ 185.00</u> per month, x 12 = <u>\$2,220.00</u> / Year
182	Walnut Hill Sheriff Sub- Station 7850 Hwy 97 Walnut Hill, FL 32568	1,050	2	Tue / Thur	<u>\$ 75.00</u> per month, x 12 = <u>\$900.00</u> / Year
173	Wind Mitigation Building 3740 Stefani Rd. Pensacola, FL 32501	3,139	5	M - F	<u>\$ 300.00</u> per month, x 12 = <u>\$3,600.00</u> / Year
146	Maxwell Street Maintenance 2257 N. Palafox Street Pensacola, FL 32501	2,400		M - F	<u>\$278.00</u> per month, x 12 = <u>\$3,336.00</u> / Year
	Facilities Management Total	765,560			<u>\$48,426.00</u> per month, x 12 = <u>\$581,112.00</u> / Year

Separate monthly invoices will be prepared and mailed to the Tax Collector's Office, Road Department & Solid Waste.

<u>SOLID WASTE</u>					
273	Solid Waste - Administration 13009 Beulah Road Pensacola, FL 32526	8,046	5	M - F	<u>\$ 645.00</u> per month, x 12 = <u>\$7,740.00</u> / Year
27	Solid Waste - Garage 13009 Beulah Road Pensacola, FL 32526	4,206	6	M - S	<u>\$368.00</u> per month, x 12 = <u>\$4,416.00</u> / Year
251	Solid Waste - Hazardous Household Waste 13009 Beulah Road Pensacola, FL 32526	8,250	5	M - F	<u>\$651.00</u> per month, x 12 = <u>\$7,812.00</u> / Year
28	Solid Waste - Scale House 13009 Beulah Road Pensacola, FL 32526	357	6	M - S	<u>\$140.00</u> per month, x 12 = <u>\$1,680.00</u> / Year
	Solid Waste - Scale House 2906 N. Palafox Street Pensacola, FL 32501	357	1	1 day a week	<u>\$35.00</u> per month, x 12 = <u>\$420.00</u> / Year
	Solid Waste Total	21,216			<u>\$ 1,839.00</u> per month, x 12 = <u>\$22,068.00</u> / Year

ROAD DEPARTMENT

37	Road Department – Admin 601 Hwy 297A Pensacola, FL 32533	2,730	5	M - F	<u>\$287.00</u>	per month, x 12 =	<u>\$3,444.00</u>	/ Year
			8					
39	Road Department - Wellness Center 601 Hwy 297A Pensacola, FL 32533	1,668	5	M - F	<u>\$158.00</u>	per month, x 12 =	<u>\$1,896.00</u>	/ Year
270	Road Department - Modular Trailer 601 Hwy 297A Pensacola, FL 32533	760	5	M - F	<u>\$125.00</u>	per month, x 12 =	<u>\$1,500.00</u>	/ Year
41A	Road Department - Modular Trailer 601 Hwy 297A Pensacola, FL 32533	760	5	M - F	<u>\$125.00</u>	per month, x 12 =	<u>\$1,500.00</u>	/ Year
36	Road Department - Fleet Maintenance 601 Hwy 297A Pensacola, FL 32533	19,945	5	M - F	<u>\$1,319.00</u>	per month, x 12 =	<u>\$15,828.00</u>	/ Year
187	Road Department - Fuel Operations Trailer 601 Hwy 297A Pensacola, FL 32533	720	5	M - F	<u>\$120.00</u>	per month, x 12 =	<u>\$1,440.00</u>	/ Year
	Road Department Total	26,583			<u>\$2,134.00</u>	per month, x 12 =	<u>\$25,608.00</u>	/ Year

TAX COLLECTOR

216	Cantonment Tax Collector 470 South Hwy 29 Pensacola, FL 32533	4,000	5	M - F	<u>\$326.00</u>	per month, x 12 =	<u>\$3,912.00</u>	/ Year
81A	Warrington Tax Collector 507 N. Navy Blvd Pensacola, FL 32507	5,688	5	M - F	<u>\$479.00</u>	per month, x 12 =	<u>\$5,748.00</u>	/ Year
219	Marcus Point Tax Collector 6451 "W" Street Pensacola, FL 32505	10,332	5	M - F	<u>\$927.00</u>	per month, x 12 =	<u>\$11,124.00</u>	/ Year
	Tax Collector's Total	20,020			<u>\$1,732.00</u>	per month, x 12 =	<u>\$20,784.00</u>	/ Year

VCT: Strip / Wax (4 coats)

\$.22 per sq. ft.

Ceramic: Scrub

\$.10 per sq. ft.

Carpet: Shampoo

\$.12 per sq. ft.

Bid Form Continued:

Facilities Management Total from Page 8	\$ <u>581,112.00</u>
Solid Waste Total from Page 8	\$ <u>22,068.00</u>
Road Department Total from Page 8a	\$ <u>25,608.00</u>
Tax Collector Total from Page 8a	\$ <u>20,784.00</u>
Grand Total	\$ <u>649,572.00</u>

CONTRACTOR REQUIREMENTS

Acknowledgment is hereby made of receipt of the following addenda issued during the bidding period:

Addendum No. <u>1</u>	Date <u>05/27</u>	Addendum No. <u>2</u>	Date <u>06/02</u>
Addendum No. _____	Date _____	Addendum No. _____	Date _____

(PLEASE TYPE INFORMATION BELOW)

SEAL IF BID IS BY CORPORATION

State of Florida Department of State Certificate of Authority

Document Number F05000005776

Occupational License No. _____

Florida DBPR Contractor's License, Certification and/or
Registration No. _____

Type of Contractor's License, Certification and/or
Registration _____

Expiration Date: _____

Terms of Payment

(Check one) Net 30 Days c 2% 10th Prox _____

Will your company accept Escambia County Purchasing
Cards? Yes _____ No x _____

Will your company accept Escambia County Direct
Payment Vouchers? Yes _____ No x _____

County Permits/Fees required for this project:

<u>Permit</u>	<u>Cost</u>
<u>NA</u>	

Bidder: American Facility Services, Inc

By: Kevin McCann

Signature: _____

Title: President

Address: 1325 Union Hill Industrial Ct., Suite A
Alpharetta, GA 30004

Person to contact concerning this bid:

Virginia Staffanell

Phone/Toll Free/Fax # 770-740-1613

fax 770-475-7720

E-Mail Address: virginiaAFS@bellsouth.net

Home Page Address: www.americanfacilityservices.com

Person to contact for emergency service:

Mark Thompson

Phone/Cell/Pager #: 770-318-4318

Person to contact for disaster service:

Mark Thompson

Home Address: _____

Home Phone/Cell/Pager #: 770-318-4318

Attached to bid you shall find a bid bond, cashier's check or certified check (circle one that applies) in the amount of
\$1,000.00.

**SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(a),
FLORIDA STATUTES, ON ENTITY CRIMES**

1. This sworn statement is submitted to Escambia County, Florida
(print name of the public entity)

by Kevin McCann

(print individual's name and title)

for American Facility Services, Inc

(print name of entity submitting sworn statement)

whose business address is

1325 Union Hill Industrial Ct., Suite A
Alpharetta, GA 30004

and (if applicable) its Federal Employer Identification Number (FEIN) is:
58-1950842

(If the entity has no FEIN, include the Social Security Number of the Individual signing this sworn statement: _____)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), **Florida Statutes**, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision or any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), **Florida Statutes**, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), **Florida Statutes**, means:
- a. A predecessor or successor of a person convicted of a public entity crime; or
 - b. An entity under the control any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

c. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

d. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (indicate which statement applies.)

X Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

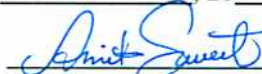
_____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (attach a copy of the final order)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THOROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.


(signature)

Sworn to and subscribed before me this 8th day of June, 20 11

Personally known X



OR produced identification _____

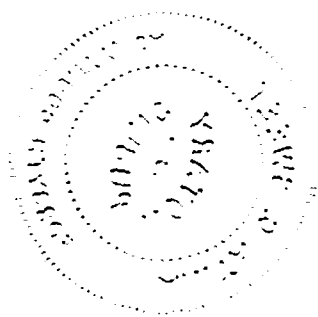
Notary Public - State of Georgia

My commission expires 02/14/14

(Type of identification)

Anita Sweet

(Printed typed or stamped commissioned name of notary public)



Drug-Free Workplace Form

The undersigned vendor, in accordance with Florida Statute 287.087 hereby certifies that
American Facility Services, Inc does:

Name of Business

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in Paragraph 1.
4. In the statement specified in Paragraph 1, notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of Paragraphs 1 through 5.

Check one:

- ☒ As the person authorized to sign this statement, I certify that this firm complies fully with above requirements.
- ☐ As the person authorized to sign this statement, this firm **does not** comply fully with the above requirements.



Offeror's Signature

June 8, 2011

Date

**Information Sheet
for Transactions and Conveyances
Corporation Identification**

The following information will be provided to the Escambia County Legal Department for incorporation in legal documents. It is, therefore, vital all information is accurate and complete. Please be certain all spelling, capitalization, etc. is exactly as registered with the state or federal government.

Is this a Florida Corporation (Please Circle One)
Yes or No

If not a Florida Corporation,

In what state was it created:

Georgia

Name as spelled in that State:

American Facility Services, Inc

What kind of corporation is it:

"For Profit"

or

"Not for Profit"

Is it in good standing:

Yes

or

No

Authorized to transact business
in Florida:

Yes

or

No

State of Florida Department of State Certificate of Authority Document No.: F05000005776

Does it use a registered fictitious name:

Yes

or

No

Names of Officers:

President: Kevin McCann

Secretary: Rhonda McCann

Vice President: Harold Angel

Treasurer: Rhonda McCann

Director: _____

Director: _____

Other: _____

Other: _____

Name of Corporation (As used in Florida):

Atlanta Building Maintenance, Inc

(Spelled exactly as it is registered with the state or federal government)

Corporate Address:

Post Office Box: _____

City, State Zip: _____

Street Address: 1325 Union Hill Industrial Ct., Suite A

City, State, Zip: Alpharetta, GA 30004

(Please provide post office box and street address for mail and/or express delivery; also for recorded instruments involving land)

(Please continue and complete page 2)

Federal Identification Number: 58-1950842

(For all instruments to be recorded, taxpayer's identification is needed)

Contact person for company: Virginia Staffanell E-mail: virginiaAFS@bellsouth.net
Telephone Number: 770-740-1613 Facsimile Number: 770-475-7720

Name of individual who will sign the instrument on behalf of the company:
Kevin McCann

(Upon Certification of Award, Contract shall be signed by the President or Vice-President. Any other officer shall have permission to sign via a resolution approved by the Board of Directors on behalf of the company. Awarded contractor shall submit a copy of the resolution together with the executed contract to the Office of Purchasing)

(Spelled exactly as it would appear on the instrument)

Title of the individual named above who will sign on behalf of the company:
President

END

(850) 488-9000

Verified by: _____ Date: _____

State of Florida

Department of State

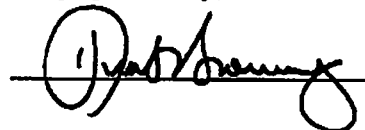
I certify from the records of this office that AMERICAN FACILITY SERVICES, INC., doing business in Florida as ATLANTA BUILDING MAINTENANCE, INC., is a corporation organized under the laws of Georgia, authorized to transact business in the State of Florida, qualified on October 3, 2005.

The document number of this corporation is F05000005776.

I further certify that said corporation has paid all fees due this office through December 31, 2011, that its most recent annual report was filed on January 5, 2011, and its status is active.

I further certify that said corporation has not filed a Certificate of Withdrawal.

*Given under my hand and the Great Seal of
Florida, at Tallahassee, the Capital, this the
Twelfth day of January, 2011*



Secretary of State



Authentication ID: 700189809157-011211-F05000005776

To authenticate this certificate, visit the following site, enter this ID, and then follow the instructions displayed.

<https://efile.sunbiz.org/certauthver.html>

2011 FOR PROFIT CORPORATION ANNUAL REPORT

DOCUMENT# F05000005776

FILED
Jan 05, 2011
Secretary of State

Entity Name: ATLANTA BUILDING MAINTENANCE, INC.

Current Principal Place of Business:

1325 UNION HILL INDUSTRIAL COURT, SUITE A
ALPHARETTA, GA 30004

New Principal Place of Business:

1325 UNION HILL INDUSTRIAL COURT
SUITE A
ALPHARETTA, GA 30004

Current Mailing Address:

1325 UNION HILL INDUSTRIAL COURT, SUITE A
ALPHARETTA, GA 30004

New Mailing Address:

1325 UNION HILL INDUSTRIAL COURT
SUITE A
ALPHARETTA, GA 30004

FEI Number: 58-1950842

FEI Number Applied For ()

FEI Number Not Applicable ()

Certificate of Status Desired (X)

Name and Address of Current Registered Agent:

Name and Address of New Registered Agent:

C T CORPORATION SYSTEM
1200 SOUTH PINE ISLAND ROAD
PLANTATION, FL 33324 US

The above named entity submits this statement for the purpose of changing its registered office or registered agent, or both, in the State of Florida.

SIGNATURE: _____

Electronic Signature of Registered Agent

Date

OFFICERS AND DIRECTORS:

Title: CP
Name: MCCANN, KEVIN
Address: 5945 WHITESTONE LANE
City-St-Zip: SUWANNE, GA 30024

Title: VCST
Name: MCCANN, RHONDA
Address: 5945 WHITESTONE LANE
City-St-Zip: SUWANNE, GA 30024

I hereby certify that the information indicated on this report or supplemental report is true and accurate and that my electronic signature shall have the same legal effect as if made under oath; that I am an officer or director of the corporation or the receiver or trustee empowered to execute this report as required by Chapter 607, Florida Statutes; and that my name appears above, or on an attachment with all other like empowered.

SIGNATURE: KEVIN MCCANN

CP

01/05/2011

Electronic Signature of Signing Officer or Director

Date

"Professional Providers Of All Your Contract & Commercial Surety Needs"

June 6, 2011

*Board of County Commissioners Escambia County Florida
214 Palofox Place
Pensacola, FL 32591
Project/Invitation number: PD 10-11.049*

*Re: Performance & Payment Bonding
American Facility Services, Inc.
1325 Union Hill Industrial Court
Suite A
Alpharetta, GA 30004*

To whom it may concern,

Please be advised that we would be willing to consider issuing performance and payment bonds on behalf of American Facility Service with a single limit of \$3,000,000.00 and an aggregate limit of \$6,000,000.00. Their bond rate is 2.0% on first \$100,000.00, 1.5% on the next \$200,000.00 and 1.2% on the balance

As per all surety requirements, approval of each bond will be subject to a review of the contract, as well as your final estimate, no adverse or material change in the financial condition of the company, and compliance with all stipulated underwriting criteria and conditions from the surety.

The current issuing surety for American Facility Services, Inc is American Safety Casualty Insurance Company who offers an A.M. Best rating of "A"; they are US Treasury listed and licensed to issue bonds in the state of Florida.

Sincerely,



A.M. DiGeronimo
President

BOARD OF COUNTY COMMISSIONERS
ESCAMBIA COUNTY, FLORIDA

OFFICE OF PURCHASING

213 PALAFOX PLACE, 2nd Floor
P.O. BOX 1591

PENSACOLA, FL 32501-1591

TELEPHONE (850)595-4980

(SUNCOM) 695-4980

TELEFAX (850)595-4805

<http://www.myscambiacounty.com/departments/purchasing>

CLAUDIA SIMMONS
Purchasing Manager



May 27, 2011

To: All Known Bidders

ADDENDUM NUMBER 1:

Re: Custodial Services for County Buildings
Specification Number PD 10-11.049

Bidders:

We recently sent you an Invitation to Bid on the above mentioned specification.


This Addendum #1 provides for the following:

Remove and Replace Bid Form pages 4 through 9 which added square footage of buildings and also removed and added County Buildings for Custodial Services:

A Non-Mandatory site visit and walk-through has been scheduled for Wednesday, June 1, 2011 at 9:00a.m., CDT at the Facilities Management Building, 100 East Blount St., Pensacola, FL 32501. Prospective Bidders are encouraged to attend.

This Addendum Number 1 is furnished to all known prospective bidders. Please sign and return one copy of this Addendum, with original signature, with your bid as an acknowledgement of your having received same. You may photo copy for your record.

Sincerely,


Joe Pillitary, CPPO, CPPB
Purchasing Coordinator

SIGNED: 

COMPANY: American Facility Services, Inc
JP/IK

BOARD OF COUNTY COMMISSIONERS
ESCAMBIA COUNTY, FLORIDA

OFFICE OF PURCHASING

213 PALAFOX PLACE, 2nd Floor
P.O. BOX 1591

PENSACOLA, FL 32591-1591

TELEPHONE (850)595-4980

(SUNCOM) 695-4980

TELEFAX (850)595-4805

<http://www.myscambia.com/departments/purchasing>

CLAUDIA SIMMONS
Purchasing Manager



June 2, 2011

To: All Known Bidders

ADDENDUM NUMBER 2:

Re: Custodial Services for County Buildings
Specification Number PD 10-11.049

Bidders:

We recently sent you an Invitation to Bid on the above mentioned specification.

This Addendum #2 provides for the following:

Remove and Replace Bid Form pages 8 through 9 which added square footage of Building #146
Maxwell Street Maintenance:

This Addendum Number 2 is furnished to all known prospective bidders. Please sign and return one copy of this Addendum, with original signature, with your bid as an acknowledgement of your having received same. You may photo copy for your record.

Sincerely,

A handwritten signature in blue ink that reads "Joe F. Pillitary".

Joe Pillitary, CPPO, CPPB
Purchasing Coordinator

SIGNED: 

COMPANY: American Facility Services, Inc
JP/lk



REFERENCES:

City of Marietta

P.O. Box 609
205 Lawrence Street
Marietta, GA. 30060

Contact: Tom Teslicka
Phone: 770-794-5272
Fax: 770-794-5645
Email: tteslicka@mariettaga.gov

Pinellas County

Annex Building, 6th Floor,
400 South Fort Harrison Ave
Clearwater, FL 33756

Contact: Elena Weeks
Phone: 727-464-4546
Fax: 727-464-4951
Email: eweeks@co.pinellas.fl.us

City of Tamarac, Florida

7525 NW 88th Ave
Tamarac, FL 33321

Contact: Troy Gies
Phone: 954-258-5160
Fax: 954-597-3710
EMAIL: troyg@tamarac.org



Section 2- Staffing and Management

Company Profile

Management Transition Plan

Personnel Staffing

Corporate Organizational Structure

Emergency and Office Contacts

Executive Summary

Project Manager Resume



Company Profile

American Facility Services Company, Inc., 1325 Union Hill Industrial Court, Suite A, Alpharetta, GA 30004, is a SBA Certified Women Owned and operated small business. It was established in May 1991, in order to perform Janitorial Services for Private Organizations and Government Agencies, under the name of Atlanta Building Maintenance Company, Inc. In December of 2007, we changed our company name to better reflect our nationwide presence in the industry. We maintain the organization and our processes as they were before.

American Facility Services currently conducts business in the Southern United States and employs hundreds of employees, with annual sales base greater than \$15,000,000. Current clients include: Fort Hood Army Base, Coca-Cola Fountain Division, Georgia Departments of Transportation, Georgia Department of Labor, Kennesaw State University, and Columbia Chemical.

American Facility Services has established a relationship with National Surety Services, Inc., which has approved the performance and payment bonding capabilities of American Facility Services to \$8 Million.

American Facility Services can provide Custodial / Janitorial Service, power washing, window cleaning, landscaping, light maintenance, and, provide paper supplies and plastic supplies.

American Facility Services will provide immediate cost savings to our Clients, by providing supplies that are purchased at the manufacturer's level. The services provided by American Facility Services are crucial to a healthy and safe working environment for your employees.

American Facility Services has built an excellent relationship with many national manufactures of superb cleaning products. Through these established relationships, we have quick access to the latest and most innovative brand name equipment, tools, and supplies.

We never substitute private-label products. We use only top name brand chemicals and cleaning solutions that meet strict safety requirements and pass rigid quality control standards. All MSDS Sheets will be posted in the janitorial office for quick reference. We also use industrial grade; top of the line equipment that assures a quality job and a long life. We operate on a daily basis in many different environments – and with different, sometimes complex cleaning needs that demand quality products. No matter what the challenge, we can meet it with our technical abilities and quality service.

Our competitors cannot measure up to our management staff and Employees, and when compared side by side with our nearest competitor, they fall far short of our achievements.

1325 Union Hill Industrial Court, Suite A, Alpharetta, GA 30004

Office: 770.740.1613 Fax: 770.475.7720

www.americanfacilitieservices.com



American Facility Services sees itself as one large family. The majority of our staff are family members of one another or a friend of a friend. With our employee size of hundreds of people we expect some turnover. For the last two years our turn over rate has stayed around 15%. In that 15%, an average of 2% or 3% of our previous employees return to work for Atlanta Building Maintenance. We currently have employees that have been with our company since we started in 1991. As stated in our Quality Control Plan, we would rather re-train our employees and let them know that we really don't fire people for minor job performance problems. Rather, we prefer to re-train them, as a first response to problems, and save all that has been invested in that worker, including his or her training, seniority, and their job security.

American Facility Services has grown 20% per year for the last five years and we anticipate the same growth for the future by maintaining, monitoring and improving upon the quality of janitorial/custodial services that we provide to our clients.

American Facility Services carries more insurance coverage than the industry standard due to the level of requirements requested from our current clients, i.e. Fort Hood Army Base, Fort Hood, Texas; Kennesaw State College, Kennesaw, Georgia; Fulton County Government Center, Atlanta, Georgia; Fulton County Medical Center, Atlanta, Georgia.

American Facility Services is committed to controlling quality at every level of functional and administrative activity, across the project lines. Our Quality Control Plan for the referenced solicitation has been designed to promote and maintain superior contract performance. It combines traditional, inspection-oriented processes with progressive, education- and training-oriented protocols to form a Total Quality Management package that will meet or exceed all contract requirements. One of the main objects of our Quality Control Plan is to minimize Job Performance Omissions and Job Performance Errors in Cleaning Procedures, before they become problems to the Building Occupants.

For this project, our primary objectives will be to ensure that on a regular and routine basis, all services are performed:

- (1) On schedule and to the complete satisfaction of our client
- (2) In a manner that continually improves the quality and timeliness of services.

Further, all services are inspected by the Project Manager, on an unscheduled basis, and by the Supervisor, on a more intense level.

American Facility Services will accept comments from any person in the Facility, via E-mail, Suggestion Box, Verbal (which is immediately written down by our employees) and any other avenue of communication available.



American Facility Services Shops for supplies in an effort ensure that we are receiving the best value for our dollar. We also hold short training meetings covering cleaning procedures and proper use of materials to reduce and minimize the waste of materials, cleaning and paper products. We are constantly alert for new cleaning methods and products as they appear on the market. With the Client's permission, we occasionally test new products, ideas and materials, to stay on the cutting edge of the industry.

American Facility Services has made an effort to support all efforts in "Green" cleaning. We have full support of our primary vendors to obtain and utilize Green Certified products and equipment in conjunction with the newest methods to meet and exceed requirements for Leeds Certification. If obtaining Leeds Certification for your facility is a goal that your company has established, we are the best Janitorial company to assist your efforts to achieve this goal.

Affirmative Action Plan

American Facility Services has put in place and maintains an Affirmative Action Plan for:

- Females
 - Minorities
 - Disabled Veterans
-

Equal Employment Opportunity Policy Statement

This statement shall serve to confirm that American Facility Services provides equal opportunity for everyone regardless of age, sex, race, creed, national origin, religious persuasion, marital status, political beliefs, or disability that does not prohibit performance of essential job functions. In addition, laws regarding veterans' status are observed. This is reflected in all of American Facility Services' practices regarding hiring, training, promotions, transfers, and rates of pay, layoff, and other forms of compensation. All matters relating to employment are based upon ability to perform the job as well as dependability and reliability once hired.



TRANSITION / Implementation **MANAGEMENT PLAN**

Transition to a New Contractor

Start up and transition to a new contractor can be a difficult undertaking, but American Facility Services has been successful in smooth transitions in many areas. The first step will include, but will not be limited to the following:

- Receive Contract Award
- Sign Contract
- Meet with Contracting Officer and Supporting Staff
- Proceed with staffing
- Submit to Contracting Officer a detailed list of Equipment, Chemicals and Paper Products to be used
- Order uniforms
- Finalize all personnel; verify all required documentation and checks have been completed
- Complete all required documentation
- Train Personnel
- Obtain Security Codes and Information from Contracting Officer
- Set up delivery of all supplies
- Final Training

Your Customized System

American Facility Services will provide an orientation session for all current and new service workers and supervisors to introduce them to our company and excite them about joining the American Facility Services team.

Following this orientation session, and within the first two weeks after we assume control of the contract, all employees will be given cleaning procedure classes, safety training and hazardous waste training.

The Project Manager will prepare the cleaning schedules for tasks outside the daily requirements. Log Forms and Inspection Forms will be reviewed with the Supervisors and cleaning crew and implemented for use.



Personnel Staffing

Ability to Provide Competent Work Force

The ability of American Facility Services, Inc. to muster and maintain a competent workforce in sufficient numbers to meet the needs of our customers is beyond question.

Immediately upon notification of contract award, AFS would immediately fill all positions required. Our criteria for an experienced individual are two or more years in the janitorial field. All individuals must be versatile and able to take direction and instructions; **Must be able to communicate, both in writing and orally, in the English language;** Must be a U.S. Citizen or possess an Alien registration receipt card form 1051 and be legally able to work in the United States. A personal and previous employment reference check would be performed. After all the above is verified to our satisfaction, AFS will require all new hires to undergo a background check including fingerprinting. Any additional checks required by our clients will be conducted with results available as required.

Ability to Provide Back Up Personnel

AFS intends to create a project specific file of local backup personnel. These additional resources will be maintained in our management office and will allow us to swiftly respond to personnel requirements. Qualifications of backup personnel will be at least equal to those requirements outlined above. All backup personnel will go through our intense hiring procedures.

AFS intends to maintain a file of backup personnel for this project, which contains, at a minimum, two personnel for the contract. These two candidates will be designated as the "Primary" and "Alternate". The personnel records in this file will be reviewed at least quarterly to verify qualifications and availability of personnel. Updates to the backup personnel will be made on an as needed basis as determined during the quarterly reviews.

Employee Turnover

AFS sees itself as one large family. The majority of our staff is family members of one another or a friend of a friend. With our employee size of around 500 people, we expect turn over. For the last two years our turn over rate has stayed around 15%. In that 15%, an average of 2% to 3% return to work for AFS. We currently have employees that have been with our company since we started in 1991. We feel the biggest reason American Facility Services, Inc. has had such success with its personnel is our fair and honest treatment of all employees.

Compensation Plan

American Facility Services, Inc. uses the pay scale equivalent to the job title / performance requirements in the local area. Minimum wage requirements are also met. Compensation is awarded by position and performance of the individual. Most cleaners and floor workers are paid



by the hour. Our Management employees are salaried. All employees have opportunity to advance and are given feedback on positive efforts and in areas needing improvement.

How ensure competent & motivated employees?

Our hiring criteria and management style are how we ensure competent and motivated employees. We provide job specific and cleaning in general training at different levels. We provide quarterly company outings. We fund annual Holiday parties for entire staff. We always acknowledge and celebrate individual's Birthdays including luncheons and cakes. In the Atlanta office, we provide tickets to professional sports events and group outings to many events.

American Facility Services, Inc. maintains a "family-like" atmosphere for our company. We treat all employees fairly and with respect.

Pilferage of Items and Vandalism:

American Facility Services, Inc. will emphasize to all personnel on this contract the importance of maintaining the highest level of integrity while in your facilities. This follows our Code of Conduct, which all employees are provided and must sign before starting employment. Supervisors and the Project Manager will be responsible to enforce this rule and ensure it is followed properly. AFS will be responsible for any items that are broken by our employees.

Also, AFS has Fidelity Bond insurance coverage for employee theft, which is in place to cover all employees and contracts. All AFS employees are subject to have a complete background check completed prior to working for our company on any property.



Corporate Organizational Structure

Headquarters Location:
1325 Union Hill Industrial Court
Suite A
Alpharetta, GA 30004

Phone: 770-740-1613
Fax: 770-475-7720
Website: www.americanfacilityservices.com

Kevin McCann, President Cell 770-318-9787 email: kmccann@bellsouth.net & Rhonda McCann, Corp. Secretary, email: rhondamc@bellsouth.net

Harold Angel, Vice President Cell 770-318-9786 email: haroldangelabm@msn.com

Account Managers

Matthew Mullins
Special Floor Work,
Atlanta Airport

Mark Thompson
Florida Accounts
Georgia Accounts
Account Executive –
New Sales

Oscar Pavon
Alabama Accounts
Georgia Accounts
Account Executive –
New Sales

James Guthrie
Georgia Accounts
Synovus /
Bank of North Georgia
Account

Project Managers

Atlanta Public
Schools
Malcolm Hammonds
Eduardo Torres
Chip Newport
Matt Mullins

Georgia County
Schools
Project Manager:
Eduardo Torres

Operations Managers

Chip Newport
Virginia & Georgia
Accounts

Ahmad Kahn
Texas Accounts
Austin, Texas Office

Malcolm Hammonds
North Carolina Accts
and Georgia

Chris Davis
Fort Hood Army
Base Account
Temple College

Jim Trifanoff
Sarasota Bradenton
Intl Airport Account

Office / Support Staff

Teresa Lantz
Email: treelantz@bellsouth.net
Responsible for Human
Resources,
Payroll, and all Accounting
functions.

Donna Swafford
Email: dondry@bellsouth.net
Director of Purchasing
Responsible for Equipment and
Cleaning / Paper Inventory and
deliveries of supplies, Cell Phones
and Insurance.

Virginia Staffanell
Email: virgininaafs@bellsouth.net
Business Development
Responsible for formal
Proposals, Contracts, including
Bonds and Insurance.

Anita Sweet
Email: asweet@bellsouth.net
Office Manager
Responsible for short
proposals, and general
administrative functions.
Customer Support.



Emergency and Office Contacts

Kevin McCann – Owner
Operations Team Leader
Office: (770) 740-1613 X202

Rhonda McCann – Owner
Administrative Team Leader
Office: (770) 740-1613 X203

Harold Angel – Director of Operations
Office: (770) 740-1613 X204
Cell: (770) 318-9786

Teresa Lantz – Administrator / Accounting
Office: (770) 740-1613 X203

Mark Thompson
Office: (770) 740-1613 X209
Cell: (770) 318-4318

Donna Swafford – Purchasing
Office: (770) 740-1613 X210

Jim Guthrie – Account Manager
Office: (770) 740-1613 X 206
Cell: (404) 391-3044

Virginia Staffanell – Proposals & Contracts
(770) 740-1613 X208

Malcolm Hammonds – Account Manager
Office: (770) 740-1613
Cell: (770) 318-9355

Anita Sweet – Office Manager
Office (770) 740-1613

Oscar Pavon – Account Manager
Office (770) 740-1613 X 205
Cell: (770) 318-9785

Chris Davis – Project Manager
(254) 535-4254

Matt Mullins – Floor Technician & Account Manager
Office: (770) 740-1613 X207
Cell: (770) 560-8976

Ahmad Khan – Project Manager
(512) 661-6120



Executive Summary

American Facility Services Company, Inc., 1325 Union Hill Industrial Court, Suite A, Alpharetta, GA 30004, is a SBA Certified Women Owned and operated small business. It was established in May 1991, in order to perform Janitorial Services for Private Organizations and Government Agencies.

American Facility Services is a Sub-Chapter S Corporation registered in the state of Georgia and is based in Atlanta. As a Sub-Chapter S Corporation, the stockholders are personally responsible for all liabilities, taxes, etc. Also, all profits are taxed as personal income.

American Facility Services currently conducts business in the Southern United States and employs hundreds of employees, with annual sales base greater than \$20,000,000. Current clients include: GE - Windward, IRS Martinsburg Computing Center, Fort Hood Army Base, Coca-Cola Fountain Division, Georgia Department of Transportation, Georgia Department of Labor, Kennesaw State University, Georgia Building Authority, and Home Depot Headquarters.

American Facility Services has established a relationship with National Surety Services, Inc., which has approved the performance and payment bonding capabilities of American Facility Services to \$8 Million.

American Facility Services can provide Custodial / Janitorial Service, power washing, window cleaning, landscaping, light maintenance, and we can provide paper supplies and plastic supplies.

American Facility Services will provide immediate cost savings to our Clients, by providing supplies that are purchased at the manufacturer's level. The services provided by American Facility Services are crucial to a healthy and safe working environment for your employees.

American Facility Services has built an excellent relationship with many national manufactures of superb cleaning products. Through these established relationships, we have quick access to the latest and most innovative brand name equipment, tools, and supplies.

We never substitute private-label products. We use only top name brand chemicals and cleaning solutions that meet strict safety requirements and pass rigid quality control standards. All MSDS Sheets will be posted in the janitorial office for quick reference. We also use industrial grade; top of the line equipment that assures a quality job and a long life. We operate on a daily basis in many different environments – and with different, sometimes complex cleaning needs that demand quality products. No matter what the challenge, we can meet it with our technical abilities and quality service.

Our competitors cannot measure up to our management staff and Employees, and when compared side by side with our nearest competitor, they fall far short of our achievements.

American Facility Services sees itself as one large family. The majority of our staff are family members of one another or a friend of a friend. With our employee size of hundreds of people we expect some turnover. For the last two years our turn over rate has stayed around 15%. In that 15% an average of



2% to 3% of our previous employees return to work for American Facility Services. We currently have employees that have been with our company since we started in 1991. As stated in our Quality Control Plan, we would rather re-train our employees and let them know that we really don't fire people for minor job performance problems. Rather we prefer to re-train them, as a first response to problems, and save all that has been invested in that worker, including his or her training, seniority, and their job security.

American Facility Services has grown 20% per year for the last five years and we anticipate the same growth for the future by maintaining, monitoring and improving upon the quality of janitorial/custodial services that we provide to our clients.

American Facility Services carries more coverage than the industry standard due to the level of requirements requested from our current clients, i.e. Internal Revenue Service – Martinsburg Computing Center, Kernersville, VA; Fort Hood Army Base, Fort Hood, Texas; Home Depot World Headquarters, Atlanta, GA; among others.

American Facility Services, Inc. is committed to controlling quality at every level of functional and administrative activity, across the project lines. Our Quality Control Plan for the referenced solicitation has been designed to promote and maintain superior contract performance. It combines traditional, inspection-oriented processes with progressive, education- and training-oriented protocols to form a Total Quality Management package that will meet or exceed all contract requirements. One of the main objects of our Quality Control Plan is to minimize Job Performance Omissions and Job Performance Errors in Cleaning Procedures, before they become problems to the Building Occupants.

For this project, our primary objectives will be to ensure that on a regular and routine basis, all services are performed:

- (1) On schedule and to the complete satisfaction of our client. All work will be in accordance with all maintenance schedules, general requirements, terms, conditions and specifications contained in the bid documents.
 - (2) In a manner that continually improves the quality and timeliness of services.
- Further, all services are inspected by the Project Manager, on an unscheduled basis, and by the Supervisor, on a more intense level.

Mark Thompson
4255 Wayfield Dr.
Norcross, GA 30092
Home 770-447-6573
Marknorc8@aol.com

SUMMARY

- Over 20 successful years of Operations Management and Marketing experience in Commercial Office Services and Janitorial Industry.
- Strong history of consistent and significant contributions to company goals for business retention, growth and profitability.
- Outstanding customer relations skills that have enabled my continued advancements and promotions within the Industry.
- 8 years of Military service, serving both as an enlisted NCO and Commissioned Officer.

EXPERIENCE

American Facility Services, Inc., Alpharetta, GA Marketing Director, Account Executive, Project Manager, 2007 – Current

- Overall responsibility for sales, operations, customer services for assigned accounts.

General Building Maintenance, Atlanta, GA General Manager, 2001 - 2007

- Overall responsibility for sales, operations, customer services, subcontracting, employee recruitment and development of a \$5 Million Dollar branch.
- Rewrote ISO quality control program and procedures for Atlanta Branch and managed 65 properties under ISO guidelines. Received 3 ISO recertification's during tenure.
- Sold over 4 million square feet of Janitorial service contracts, while continually maintaining relationships with my current customer base that resulted in a 95% retention rate.

OneSource

Senior District Manager, 2000 – 2001, Atlanta GA District Manager 1999-2000, Tampa FL

- Successfully integrated and merged Coastal States, Tower Cleaning Franchising with Tampa's OneSource Branch.
- Developed into OneSource's most profitable Southeast region branch.
- Restructured entire Atlanta Operation to bring profitability goals and loss of business percentages to targeted goals.

Coastal States Industries, 1987-1999

Area Supervisor, Division Manager, Operations Manager

- Managed 350 full and part-time Managers, Supervisors, floor and carpet technicians, cleaning 5 million square feet of Commercial office space in Greater Tampa area.
- Developed, organized, and managed a Master Tower Franchise Company, integrating its operations with branch.
- Helped start-up a satellite branch in Orlando, growing its operation into \$3 Million dollar operation.

U.S. Army, Ft. Huachuca, AZ Captain, 1982 - 1987

- Graduated from U.S. Army's Intelligence Center and School, Instructed Field Grade Officers on Soviet Tactics, Intelligence Officer for Tank Battalion.

EDUCATION

Winona State University, Winona, MN B.S. Hospital Administration

- Cadet Commander, ROTC
- Co-Captain, Football



Section 3- Experience and Quality Control

Statement of Experience

Quality Control Plan

Safety Plan and Training

Communication Log

Sign-in Record and Daily Task Log

Daily Restroom Checklist

General Cleaning Inspection Checklist

Uniform Policy



Statement of Experience:

American Facility Services, Inc. (AFS) has over 19 years of experience in providing high quality janitorial service. Our range of customers is wide, from small offices to large contracts with multiple facilities requiring specific considerations.

AFS currently has numerous contracts with many city governments, some of which are provided as references. We also work with the City of Atlanta as a preferred Vendor, the City of Marietta (GA), the city of Sarasota (FL), Tallahassee (FL) as well as Tamarac (FL) and the City of Austin (TX) to name a few.

In addition to our extensive experience working with city governments, AFS also has a longstanding relationship with many county government agencies, including Fulton County (GA), Knox County (TN), Edgefield County (SC), Glynn County (GA), Pinellas County (FL) and Jefferson County (AL).

These city and county government projects include a variety of building types and specifications, as is the case with this contract. This fact shows how AFS is well capable of providing the services needed to meet the needs of the user, the contract specifications and to meet those needs in a cost effective manner.

AFS has had relationships that have been in place for many years, as with Fulton County, and others that have been established more recently. Our experience in handling many requirements allows us to adapt, enabling us to provide excellent services in order to keep our relationships with our clients.

AFS is assisting some of these clients with their goals to move towards more environmentally conscious and Green cleaning efforts. We have moved to a standard of utilizing 'green seal' approved cleaning products and environmentally friendly paper and plastic products. Our cleaning equipment meets the sustainable cleaning criteria standards wherever possible and available.

AFS has the ability to meet and exceed any customers' quality requirements, as we focus on providing the best employees who are thoroughly screened and trained. Management staff that is customer focused and dedicated. And an experienced headquarters support staff to meet all our customers' needs.



Quality Control Plan

AMERICAN FACILITY SERVICES, INC. is committed to controlling quality at every level of functional and administrative activity, across the project lines. Our Quality Control Plan for the referenced solicitation has been designed to promote and maintain superior contract performance. It combines traditional, inspection-oriented processes with progressive, education- and training-oriented protocols to form a Total Quality Management (TQM) package that will meet or exceed all contract requirements.

For this project, our primary TQM objectives will be to ensure that on a regular and routine basis, all services are performed:

- On schedule and to the complete satisfaction of our client
- In a manner that continually improves the quality and timeliness of services.

The overriding objective of TQM is Continuous Process Improvement (CPI). The key to CPI is a carefully planned, rigorously enforced inspection program, carried-out by qualified and motivated team leaders at every functional level of program activity. The result of CPI is enhanced productivity, improved performance, and exceptional customer relations. The following sections provide a snapshot look at the policies and procedures we will implement.

General

By definition, Quality Control is the formal and informal process of inspections, deficiency reports, and corrective action cycles used to quantitatively, systematically, and accurately verify the quality and timeliness of services provided to our customers by AFS contract personnel. Our traditional quality control directives combine self-inspection by motivated, qualified on-site managers with random, informal observations and scheduled, formal inspections by an independent Quality Control program faction. In this way, we reaffirm the responsibility of supervision to provide quality services while validating those services through separate and independent channels.

Key Personnel

Our Project Manager and On-Site Manager will head our Quality Control Program. They will report directly to our Director of Operations, Mr. Harold Angel, while maintaining a "dotted line" relationship with our customers. This ensures quality control integrity while maintaining a daily dialog between managers. He will make frequent visits to the project to ensure that the QC Program is being executed properly and that the On-Site Manager is receiving all required corporate support.

Each manager and crew leader supports the Project Manager. They act as supplemental inspectors for recurring work and work orders. They also conduct and participate in preparedness drills for safety and security. All levels of supervisory leadership participate actively in the TQM process.



Quality Control Continued:

Inspection System

AMERICAN FACILITY SERVICES, INC. will employ two specific methods for identifying and correcting deficiencies:

1. Quality Control Inspections; and
2. Quality Assurance Audits.

Quality control inspections are examinations and observations performed by management and supervisory personnel to determine completeness of work and conformance to established standards. Inspections may be formal (using inspection checklists) or informal (consisting of professional observations). Whereas QC inspections examine work, QA audits examine work processes and supporting documentation. Quality Assurance audits entail extensive reviews of logs, reports, checklists, methods and procedures, performed at specific intervals by our On-Site Manager. Of the two methods discussed above, by far the more prevalent is inspections.

Our On-Site Manager will implement and oversee the day-to-day operations of our inspection program. Our inspection program is designed to:

- Detect and correct minor deficiencies before they become full-blown problems;
- Establish protocol for reporting, documenting, and tracking discrepancies; and
- Provide training and education to prevent reoccurrence.

The specific types of inspections AMERICAN FACILITY SERVICES, INC. will employ on the project include:

- **100% Inspection:** This method ensures that all program activities during a pre-determined performance period are evaluated for completeness, timeliness, and quality. Our Project Manager will perform 100% inspections not less than four times each contract year, nor less than once each quarter. CO-approved checklists will be employed. Results will be documented and maintained in the QC file at the Work Control Office. In addition, our Project Manager will perform a 100% inspection of all work tasks that affect personnel safety or property security.
- **Random Sampling:** Random sampling is used when the work being checked is repetitive and sufficiently voluminous to make 100% inspection impractical or unaffordable. Recurring work, such as daily cleaning, will be inspected on a random basis.
- **Periodic Inspections:** In-process inspections of all tasks occur on a continuous basis by on site management. Checklists are used to identify what to look for during the inspection and to provide a method for determining whether the work-



Quality Control Continued:

in-progress is acceptable or unacceptable. Determination is based on the number of checklist items that do or do not meet stated standards.

- **Corrective Action Inspection:** All corrected deficiencies are inspected by the On-Site Manager to ensure conformance with program standards. The Project Manager reviews all inspection records and deficiency reports.

Inspection Frequencies

Quality inspections are conducted at various frequencies, depending on the facility or system to be inspected. Based upon the specific requirement, our quality inspectors perform scheduled, unscheduled and random visits to work sites. During these visits, each aspect of the system, equipment or facility is subject to detailed observation to determine operability, adherence to required maintenance frequencies, safety procedures utilized, and adherence to specifications. Inspection frequencies range from daily observation performed by lead personnel and management to quarterly inspections by the corporate office. A series of checklists that breakdown each basic function being performed in relation to its component requirements are used in the evaluation process. Quality inspections are conducted on all prime contract work as well as on in-coming materials and equipment.

During phase-in, our Project Manager will finalize formal (scheduled) QC inspection frequencies for all required tasks and functions. Once done, all inspections will be included in our Annual Work Plan and Master Schedule of activities.

Inspection Checklists

QC Inspection Checklists are worksheets used for evaluating procedures and assessing quality and timeliness of service. Our Project Manager, when conducting formal inspections of both work-in-progress and completed tasks uses them. Checklists are specifically tailored to the particular task or service being performed. Checklists are designed to:

1. Identify step-by-step procedures that make up a specific task;
2. Provide evaluation criteria;
3. Document deficiencies and corrective action; and
4. Provide an official record for AMERICAN FACILITY SERVICES, INC. and our customer

Detailed, site-specific QC checklists will be finalized during phase-in and submitted for approval prior to contract start.



Quality Control Continued:

Reports and Record Keeping

Our Quality Control program uses a variety of forms and inspection procedures. They are designed to assist on-site managers when assigning duties, supervising workers, and conducting inspections of work, both in-progress, and completed. We combine these formal methods with consideration to any and all customer comments on responsiveness and performance. We have found that a combination of proactive attention to detail, adherence to the principals of Total Quality Management, and swift decisive response to customer feedback is key to providing high quality services.

Any person involved in the evaluation of an activity may generate QC records. All periodic and regularly scheduled inspections require the use of a checklist which, when completed, becomes a QC record. Records are clearly identified to permit tracking. For example, records of inspection indicate the inspection procedure used, the performance date, which performed the inspection, area/section inspected and the results of the inspection.

The primary report associated with the QC Program is our Quality Control Deficiency Report (See Figure 1). All work not conforming to project standards is considered a deficiency. The On-Site Manager files a Quality Control Deficiency Report. In addition, the Project Manager may, at his discretion, recommend further action to ensure against reoccurrence.

Such recommendations might include additional training, procedural changes, improved work techniques, equipment changes, scheduling or location changes, personnel or responsibility changes, or even disciplinary action. The report will be dated and signed by the cognizant Manager and filed in the Work Control Office. Our Project Manager reviews all Discrepancy Reports.



Figure 1 Quality Control Deficiency Report

AMERICAN FACILITY SERVICES, INC. QUALITY CONTROL DEFICIENCY REPORT	
DATE: _____	REPORT NUMBER: _____
Title/Description: _____ _____	
Discrepancies: _____ _____ _____ _____ _____	
Corrective Action Taken: _____ _____ _____ _____ _____	
Resolution: _____ _____ _____ _____ _____ _____	
Workman Counseled: _____	
Inspector: _____	Date: _____
cc: QAE; QC File <i>(Over for Manager/Supervisor's Recommendations)</i>	



Quality Control Continued:

Inspection Coordination

Our Project Manager participates in planning all aspects of the contract to properly provide required functions, but just as importantly, to ensure that quality control is factored into all activities. The Project Manager has the authority and responsibility to institute remedial and preventive actions, as necessary, to safeguard an effective QC program.

We pursue a multi-faceted approach to quality control, regardless of which service area (management, maintenance, environmental compliance, etc.) is being evaluated. The process begins with a thorough evaluation of work specifications and related contractual requirements. The second phase of our program relates to actual inspection and analysis.

We consider employee sensitivity, awareness of facility conditions, and user preferences to be an integral part of employee training at all of our projects. As part of our quality process, TQM and on-site training programs, our staff is required to be observant for potentially dangerous, wasteful, or other undesirable conditions, and to notify a supervisor or lead when such conditions are detected. We instruct our workers to note minor problems such as burned out lights or dripping faucets while engaged in routine activities. Workers note the location and the time observed and relays this information to Work Control during or at the end of the shift. These items are then coordinated with the customer and added to the service call backlog for correction. Our employee training includes awareness of facility conditions, team responsibility and procedures for identifying problem areas.

Each supervisor is responsible for conducting quality checks of all work performed (scheduled and unscheduled) in his or her respective area of performance.

Deficiency Identification

Informal inspections are conducted to ensure contract compliance and the effective delivery of quality service. Monitoring is expedited by reviewing specially developed, pre-printed checklists. Deficiencies discovered during routine inspections are then discussed with the appropriate worker and corrected, if possible, on the spot. Persistent problem areas are addressed at weekly meetings in the spirit of collectively arriving at a solution. Our experience at other major Federal installations reveals that the uniqueness of having quality control built into the performance of work, and not merely as a matter of after the fact follow-up produces a higher level of quality service. Moreover, because of the high quality standards set and adhered to, we believe our customer surveillance tasks are being significantly reduced as well.

The On-Site Manager conducts inspections on a random, unannounced basis. A series of checklists are used that break down each basic function performed within a service category into its constituent or supporting tasks. Checklists provide a means to evaluate and record the actual performance of tasks. Once completed, the checklists are presented to the Project Manager for review and a copy is filed as permanent record.



Quality Control Continued:

Documentation

The On-Site Manager summarizes all quality inspections performed for that period and that information is submitted to our contact. A monthly report is prepared and submitted to the Project

Manager with a copy furnished to our corporate management and our contact if desired. This report includes an Inspection Summary and a copy of all inspection sheets and checklists. The Inspection Summary provides each of the areas inspected; the number of inspections performed; the number of deficiencies identified; and if the service was satisfactory or unsatisfactory. A summary analysis of all Customer Complaints and Re-Work Orders also will be included in the report.

Documentation and reports are prepared and maintained on file in the Project Office. These reports and files are available for review upon request. The files are organized and easily accessible to all authorized individuals.

Review and Analysis

Monthly meetings are held between the Project Manager and other management. These meetings provide the management team an opportunity to compare the most recently completed month's performance to all previous months. Areas with potential problems receive immediate attention to prevent the service from being unsatisfactory and to circumvent negative trend development.

Annual Updates

Updates will be made to the Quality Control Plan at least annually. All changes to the plan will be incorporated with a formal submittal made to our customer during the month of contract renewal for each year. All changes are subject to approval.

Quality Assurance

Each manager and employee is asked to cooperate with and assist with the performance of this contract. This includes working with them to ensure that they are kept abreast of routine and/or changing conditions, as well as assisting them in the course of their inspections or surveillance

Performance Evaluation Meetings

The Project Manager will meet at monthly intervals with our contract contact to discuss project performance. These meetings will provide a forum for discussing mutual matters of concern; however they will not be a substitute for daily interface with our customer.



Quality Control Continued:

Quality Control Corrective Actions Program

A key element to a successful Quality Control program is preventing and correcting deficiencies. By identifying possible deficiencies before they amount to actual deficiencies, and by noting areas of weakness before recurring deficiencies occur, AFS is able to maintain a proactive Quality Control program. Our Quality Control Plan will verify or improve the quality of the work through our Quality Control system of inspections and corrections. (Figure 2) is our corrective action cycle through which each task completed or in progress on the project will be monitored.

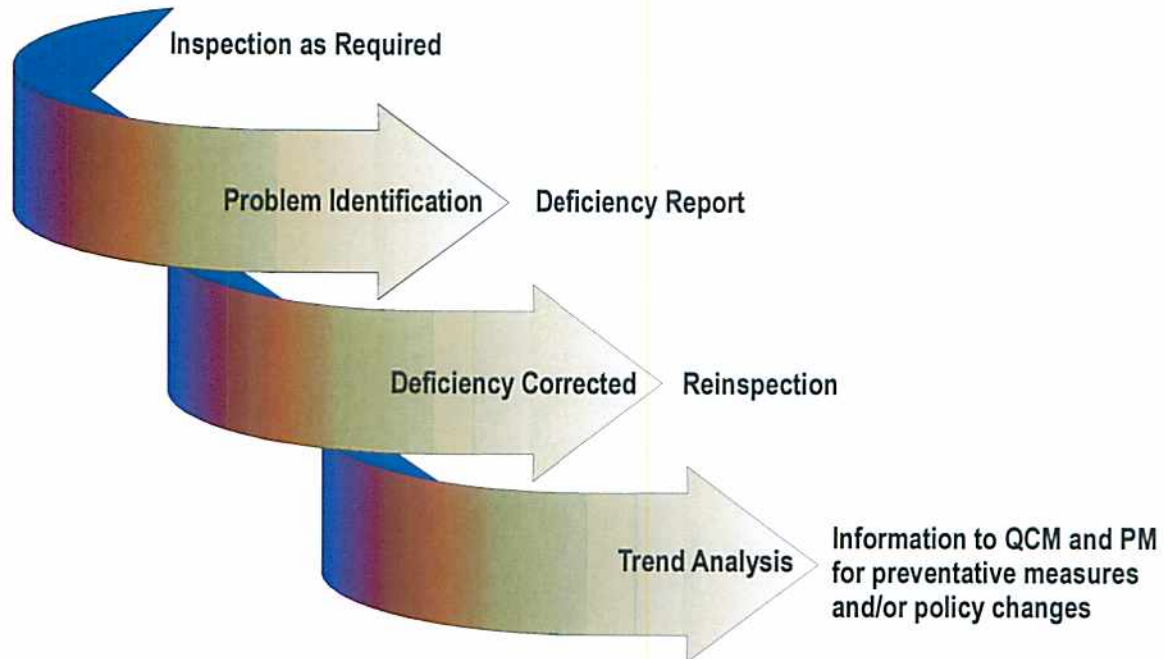
Tracking /Prevention of Performance Deficiencies

To reiterate, AFS uses a total quality management effort to update and ensure that our QCP is functioning properly. We combine this with our inspection system and accompanying inspection schedule to detect quality control problems before they amount to a deficiency or discrepancy. As part of the QCP, Deficiency Reports will be segregated by functional areas to provide for ease of tracking, as well as to identify negative trends and systematic problems by functional area. All inspection findings are documented so that the following subsequent actions can be taken:

- Employees are recognized when their level of the work performance is considered "noteworthy;"
- Employees are informed when their level of work performance has diminished below previous levels, yet is still being performed at a "satisfactory" levels;
- A Deficiency Report is initiated to correct any task where the performance level has diminished below previous levels;
- A Corrective Action Request is initiated to correct any task that has been rated less than "satisfactory;"
- Inspection Reports will be submitted to the Project Manager, our Corporate Office, and the Client.
- Routine monitoring activities, such as our continuous inspections, also significantly reduce the potential for future situations by signaling the need for timely corrective actions.
- A combination of these activities, carefully supplemented by the previously identified methods, will be applied to prevent deficiencies and, where necessary, attain the earliest possible correction.

Quality Control Continued:

Figure 2 Corrective Action Cycle



Corrective Actions, Long and Short Term

If a deficiency does occur, AFS uses a two-tier strategy to address the problem. First, in the short term, the On-Site Manager will prepare a Discrepancy Report and initiate corrective actions immediately to eliminate the situation. After correction, the work is re-inspected to ensure that our customer's and corporate quality control standards are met. The On-Site Manager will then complete the report detailing what corrective actions were taken. Second, the Project Manager analyzes the Discrepancy Report for trends or procedural and systematic problems and determines the course of action to correct the long-term problem. For example, he may recommend:

- Additional training;
- Procedural changes;
- Improved work techniques;
- Equipment changes;
- Personnel or responsibility changes;
- As a last resort, disciplinary action.



Quality Control Continued:

Documenting and Enforcing QC Operations

Our On-Site Manager will maintain a local file of inspections at the Site Office. The file will provide evidence that the scheduled quality control inspections are being performed. The file will contain:

- A copy of our QCP;
- A copy of all completed quality control checklists;
- A copy of all quality control reports;
- A copy of all corrective actions taken;
- A copy of all service calls documentation.

The inspection files will be systematically analyzed and used for the prevention, detection, and correction of quality control situations. Our Project Manager will establish requirements for record control and retention. The On-Site Manager will make Quality Control records available for review or inspection any time during the contract.



Safety Plan & Training

American Facility Services, Inc. shall take all necessary safety precautions and shall comply with all applicable provisions of federal, state and municipal safety laws and building codes to prevent accidents or injury to persons on, about or adjacent to the premises where the work is being performed.

American Facility Services, Inc. intends to use the employee safety program plan and material developed by J.J. Keller & Associates, Inc. as its fundamental employee safety and training resource. AFS will maintain all training records and related sign-in sheets. This information will be made available upon request.

The following publications will be the resource material for the safety programs:

OSHA Compliance Manual - Application of Key OSHA Topics, 1997 (OCM)

RIGHT TO KNOW COMPLIANCE MANUAL - Hazard Communication (OSHA) - Hazard Evaluation
- Employee Training, 1997 (RTK)

Each employee will also be provided a copy of:

Keller's Official OSHA Safety Handbook, Third Edition, 1997 (Handbook)

The following are cross-references to the above plans in the Keller manuals:

Blood borne Pathogens:	OCM - Hazards in the Workplace
Handbook -	First Aid and Blood borne Pathogens
Respiratory Protection:	OCM - Air Contaminants
OCM -	Personal Protective Equipment
Handbook -	Personal Protective Equipment
Hearing Conservation:	Handbook - Personal Protective Equipment
Hazardous Materials:	OCM - Materials Handling and Storage Requirements
RTK -	Entire manual
Handbook -	Hazard Communication
Control of Hazardous	OCM - Hazards in the workplace
Energy Plan:	OCM - Labels, Signs and Marking
Handbook -	Lockout/Tag out
Confined Space Entry	
Plan:	OCM - Hazards in the workplace
	Handbook - Confined Space Entry

(These Manuals and Handbooks are voluminous and are not included with this proposal. Curriculum may be changed to tailor suite needs to customer contract requirements.)



Hazardous Waste Training

Employees are trained and capable of handling minor chemical spills. Chemical storage and use areas are equipped with spill kits and absorbents for cleanup of minor spills, as well as personal protective equipment.

Hazardous spill plan of action:

- Immediately identify spill contaminant and gauge response.
- Call 911 for major spills and chemical reactions which pose an immediate health and safety risk that require the immediate notification of the Fire Department for assistance.

Follow minor spill action plan as follows:

- Confine spill to prevent further contamination of area. Turn off sources of ignition if spill is flammable.
- Alert people in immediate area if necessary to limit exposure and notify supervisor.
- Consult MSDS sheets for proper cleanup procedures.
- Wear personal protective equipment and avoid breathing of vapors.
- Absorb or neutralize the spill with the appropriate spill kit or absorbents according to MSDS instructions.
- Collect residue, absorbents (vermiculite, cat litter, towels, booms or spill pillows) and protective equipment in container labeled Hazardous Waste and dispose of as required.
- Clean area with water and wash exposed skin and hands.

American Facility Services, Inc. requires training of all maintenance personnel and will take all necessary safety precautions for the well being of our customer as well as the health and well being of our staff. We provide hand sanitizers to our crews and train all our personnel on their use and importance of hand hygiene as the first defense against the spread of illnesses.

American Facility Services, Inc. provides all necessary training to our staff on a frequent and continuous basis because of our commitment to use new technologies to better our carbon foot print on this planet and to minimize harmful procedures and processes.

American Facility Services, Inc.
1325 Union Hill Industrial Court, Suite A, Alpharetta GA 30004
Office: 770.740.1613 Fax: 770.475.7720
www.americanfacilityservices.com

Sign IN / Sign OUT RECORD SHEET & DAILY LOG

JANITORIAL SERVICES AT:

[illegible]



Daily Restroom Cleaning Checklist

Date: _____

Times							Cleaned By:
Stock Supplies:							
Toilet Paper							
Hand Towels							
Hand Soap							
Air Freshener							
Seat Covers							
Empty Trash							
Clean Mirrors							
Clean Sinks, Fixtures and Countertops							
Clean and Polish Dispensers							
Clean Toilets and Urinals							
Clean Partitions and Walls							
Sweep and Mop Floor							

Comments:



General Cleaning Inspection Checklist / FEEDBACK FORM

Date: _____ Location: _____

Inspected By: _____ Cleaner: _____

General Cleaning Task	Poor	Fair	Good	Excellent	Comments
Trash Removal					
Dusting					
Spot Removal; Walls; Doors & Partitions					
Metal Polishing					
Glass Cleaning					
Water Fountains					
Janitor Areas					
Restroom Cleaning Tasks					* Cleaned and Disinfected
Floors *					
Sinks *					
Toilets *					
Urinals *					
Toilet Stalls *					
Metal Polishing *					
Glass Polishing *					
Dispensers Serviced *					
Floor Work					
Buffing					
Stripping & Waxing					
Carpet Spotting					
Carpet Cleaning					

Areas to be improved: _____

Comments: _____

Hazardous conditions: _____

Items in need of repair. _____

Form completed by: _____ Phone: _____

Print name— for questions and/or followup



UNIFORM POLICY

It is the policy of American Facility Services that employees be neat, clean, and in uniform at all times they are on a job site.

Neat and clean is defined as: no excessive jewelry, hair groomed, men must be shaven.

Uniforms are supplied by AFS at no cost to the cleaning personnel.

All Day Porters (male or female) will be required to wear khaki pants and a blue cotton (Oxford style) shirt.

Night Time cleaners (male or female) will be required to wear a blue collared (polo style) shirt, or a blue smock, either of which should have the American Facility Services logo on it.

Personnel required to perform outdoor duties will be supplied with a jacket and hat as needed.

AFS employees will wear a name badge on their shirt for identification purposes.



Blue Collared Polo Shirt with AFS Logo.



Section 4- Certificates and Licenses

Women Owned Business Letter

Financial Stability Statement

Bank Reference Letter

Surety Reference Letter

Business License

Certification of Compliance Drug Program

Drug Free Work Place

ACCORD Insurance Coverage Samples

W-9



Department of Purchasing & Contract Compliance

Felicia Strong-Whitaker, *Interim Director*

June 25, 2009

Ms. Rhonada McCann
American Facility Services, Inc.
1325 Union Hill Industrial Court
Suite A
Alpharetta, GA 30004

Dear Ms. McCann:

The Fulton County Office of Contract Compliance has reviewed your application for **Minority/Female Business Enterprise ("M/FBE")** re-certification. Based on our evaluation of the information submitted, your firm has met the requirements for certification.

Your firm's certification will last for a period of two (2) years beginning with the effective date of this letter. You may apply for recertification as an M/FBE three months prior to the certification expiration date. Failure to recertify your company within six (6) months after certification has expired will require your company to repeat the certification process in its entirety. If at any time during your certification period there is a change in management, ownership or control of your firm, you are required to update your firm's profile. If your firm relocates during the certification period please update your profile as well. Failure to maintain accurate information on your firm may result in removal of your firm from the Minority/Female Business Enterprise (M/FBE) Directory.

If you have any questions or require further assistance, please feel free to contact our office at (404) 612-6300. We wish you continued success in your business endeavors.

Sincerely,

Rholanda M. Stanberry
Interim Director
Office of Contract Compliance

RMS/cmb*

Registration Area(s): Janitorial Services/Construction Site Clean-Up

Winner 2000 - 2008 Achievement of Excellence in
Procurement Award • National Purchasing Institute





Statement of Financial Stability:

American Facility Services, Inc. (AFS) has built a financially strong company. We are registered with Dunn & Bradstreet, under DUNS Number 78-451-9977. Our company has a D&B Rating of 1R3 indicating more than 10 employees and a composite credit appraisal of "fair". Our D&B Supplier Risk Rating is "2", which is a very low risk of late payments.

We are providing in this section of our proposal the following letters of financial reference:

- 1) Bank of North Georgia, primary banking institution since 1991;
- 2) Bonding Agent memo indicating our available bonding capacity;

AFS is headquartered at 1325 Union Hill Industrial Court, in Alpharetta, Georgia. We own our office building and warehouse and have been at this location for over twelve years. We are able to maintain an inventory of cleaning products, supplies and equipment in the warehouse. AFS is able to distribute these items to metro Atlanta customer locations via our delivery truck on a regular and in emergency situations. The warehouse and deliveries are managed by our fulltime Warehouse Manager. We also have XPEDX deliver products, as needed, to contract service locations in Texas and Florida.

AFS has the financial resources to ensure your organization that we are able to provide the necessary equipment, chemicals and cleaning supplies to maintain this contract for custodial services. Also, AFS has the financial means to ensure our people and any sub contractors are paid on time each pay period.

In addition, AFS has an existing Insurance policy, which reflects coverage higher than most companies can provide. (ACORD Certificate of Insurance provided in this proposal). We also have a longstanding account with Pre Employment Solutions company to provide job applicants' background checks. Once hired, AFS maintains a Fidelity Bond on all employees.

Overall, AFS is a financially sound company that can meet all requirements for providing full custodial services to support your organization. Please be advised that there is nothing currently happening or foreseen to happen, that would cause our company to loose our solid financial status.



Bank of North Georgia

10446 Alpharetta Street
Roswell, GA 30075
Phone 770-594-6462
www.bankofnorthgeorgia.com

September 8, 2010

RE: American Facility Services, Inc.
1325 Union Hill Industrial Court, Suite A
Alpharetta, GA 30004

To Whom It May Concern:

Please be advised the Bank of North Georgia is currently engaged in a commercial banking relationship with the above referenced client. This relationship includes a commercial line of credit which can be drawn up to a low 7 figure range as well as deposit accounts.

Their relationship with our bank has been handled in an excellent manner, and American Facility Services, Inc. has exhibited the highest level of character and integrity in their affairs with our company.

If you require further information, please contact me at 770.751.4746 or matthewjohnsen@bankofnorthgeorgia.com.

Sincerely,

Matthew W. Johnsen
Assistant Vice President

NSSI

NATIONAL SURETY SERVICES, INC.

"Professional Providers Of All Your Contract & Commercial Surety Needs"

January 19, 2011

**Re: American Facility Services, Inc.
Town of Addison Texas
2011 Janitorial Services**

To Whom It May Concern:

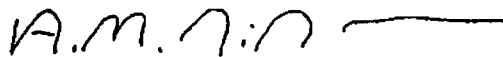
Please be advised that American Facility Services is able to post a performance and/or payment bonds on annual contracts at their request.

The current issuing surety for your company is American Safety Casualty Insurance Company who offers an A.M. Best rating of "A"; they are US Treasury listed and licensed to issue bonds in the state of Florida.

Currently we show that American Facility Services has in excess of \$4,000,000.00 of their surety line available.

Please do not hesitate to contact me should you have any questions.

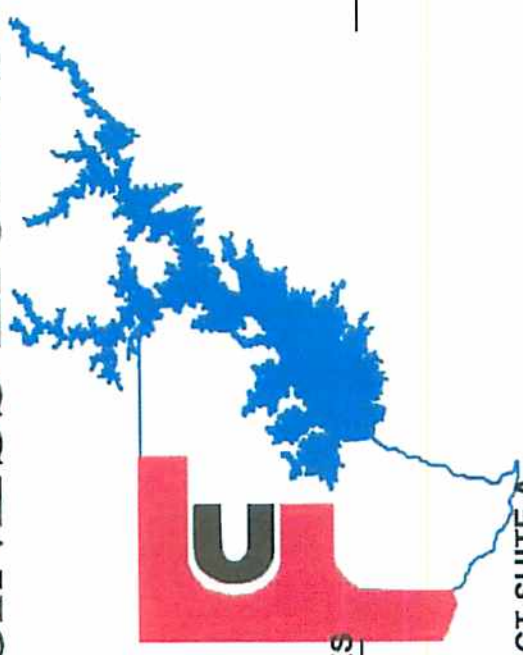
Sincerely,



A.M. DiGeronimo
Agent

FORSYTH COUNTY

20 BUSINESS LICENSE 11



AMERICAN FACILITY SERVICES
BUSINESS NAME

April 22, 1999
ORIGINAL ISSUE DATE

1325 UNION HILL INDUSTRIAL CT SUITE A
STREET ADDRESS

December 31, 2011
EXPIRATION DATE

9900688
BUSINESS LICENSE NUMBER

561720
NAICS CODE
MCCANN, KEVIN & RHONDA
BUSINESS OWNER

Deborah El
LICENSE OFFICIAL

Certification



American Facility Services

Has Been Certified As A

DRUG-FREE WORK PLACE

And Is Awarded This Certificate By

THE STATE BOARD OF WORKERS' COMPENSATION

This Day of Mar 16, 2011

And Expires Mar 16, 2012



Richard H. Roper, Chairman

Corporate Member Certificate

American Facility Services

is a Corporate Member of The Council on Alcohol & Drugs'
Drug Free Workplace Program in Georgia

April 11, 2011 – April 11, 2012



Staci Wade
Vice President, Client Services

This does NOT replace the Georgia State Board of Workers Comp. Drug Free Workplace Premium Credit Certificate

The Council's Drug Free Workplace Program delivers comprehensive materials for education, policy implementation, onsite testing solutions, treatment resources, EAP services & assistance in completing the application for premium credit program.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
5/18/2011

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER BWT Risk Advisors, LLC 5825 Medlock Bridge Parkway Suite 100 Johns Creek GA 30022		CONTACT NAME: Emily Mroz, CIC PHONE (A/C No. Ext): (770) 609-2700 FAX (A/C No.): (770) 609-2749 E-MAIL ADDRESS: emroz@bwtra.com PRODUCER CUSTOMER ID# 00000127															
INSURED American Facility Services, Inc. 1325 Union Hill Ind Ct Suite A Alpharetta GA 30004		<table border="1"><thead><tr><th>INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr></thead><tbody><tr><td>INSURER A: Travelers Property Casualty Co</td><td>25674</td></tr><tr><td>INSURER B: Phoenix Insurance Co.</td><td>25623</td></tr><tr><td>INSURER C: Travelers Indemnity Company</td><td>25658</td></tr><tr><td>INSURER D: Philadelphia Indemnity</td><td>18058</td></tr><tr><td>INSURER E:</td><td></td></tr><tr><td>INSURER F:</td><td></td></tr></tbody></table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Travelers Property Casualty Co	25674	INSURER B: Phoenix Insurance Co.	25623	INSURER C: Travelers Indemnity Company	25658	INSURER D: Philadelphia Indemnity	18058	INSURER E:		INSURER F:	
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INSURER C: Travelers Indemnity Company	25658																
INSURER D: Philadelphia Indemnity	18058																
INSURER E:																	
INSURER F:																	

COVERAGES

CERTIFICATE NUMBER: 2011-2012 Master

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			6309037P751PHX11	5/19/2011	5/19/2012	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY		DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000				
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR		MED EXP (Any one person) \$ 10,000				
			PERSONAL & ADV INJURY \$ 1,000,000				
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ 3,000,000
	<input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC						PRODUCTS - COM/OP AGG \$ 3,000,000
B	AUTOMOBILE LIABILITY			8109037P751TIL11	5/19/2011	5/19/2012	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO		BODILY INJURY (Per person) \$				
	<input type="checkbox"/> ALL OWNED AUTOS		BODILY INJURY (Per accident) \$				
	<input type="checkbox"/> SCHEDULED AUTOS		PROPERTY DAMAGE (Per accident) \$				
<input checked="" type="checkbox"/> HIRED AUTOS		Uninsured motorist combined \$ 1,000,000					
<input checked="" type="checkbox"/> NON-OWNED AUTOS		Blanket Additional Insured per \$					
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR			CUP9037P751TIL11	5/19/2011	5/19/2012	EACH OCCURRENCE \$ 9,000,000
	<input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE		AGGREGATE \$ 9,000,000				
	<input type="checkbox"/> DEDUCTIBLE		\$				
	<input checked="" type="checkbox"/> RETENTION \$ 0		\$				
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			UB1A07128611	5/19/2011	5/19/2012	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N	E.L. EACH ACCIDENT \$ 500,000				
	<input checked="" type="checkbox"/> Y	N/A	E.L. DISEASE - EA EMPLOYEE \$ 500,000				
	If yes, describe under DESCRIPTION OF OPERATIONS below		E.L. DISEASE - POLICY LIMIT \$ 500,000				
D	Employee Dishonesty/Crime includes 3rd party			PHSD577793	11/24/2010	11/24/2011	Employee Dishonesty deductible \$250,000 \$5,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER

CANCELLATION

Sample Certificate
GA

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Joseph Thompson/EBM

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

Print or type
See Specific Instructions on page 2.

Name (as shown on your income tax return) American Facility Services, Inc	
Business name/disregarded entity name, if different from above	
Check appropriate box for federal tax classification (required): <input type="checkbox"/> Individual/sole proprietor <input checked="" type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ <input type="checkbox"/> Other (see instructions) ▶ _____	
<input checked="" type="checkbox"/> Exempt payee	
Address (number, street, and apt. or suite no.) 1325 Union Hill Industrial Ct., Suite A	Requester's name and address (optional)
City, state, and ZIP code Alpharetta, GA 30004	
List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Social security number								
				-				

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Employer identification number								
5	8		-	1	9	5	0	8 4 2

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here Signature of U.S. person ▶ 

Date ▶ **FEB. 11, 2011**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued).
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.



Section 5-Equipment and Supplies

Environmentally Preferred Statement

AFS Green Clean Policy

Betco Green Seal Product Information

Fast Draw Brochure

Betco Training Brochure

Equipment Brochures

AFS Brochure

1325 Union Hill Industrial Court, Suite A, Alpharetta, GA 30004

Office: 770.740.1613 Fax: 770.475.7720

www.americanfacilityservices.com



Environmentally Preferred Products, Supplies & Equipment

Green Cleaning and LEEDS Initiative

American Facility Services, Inc. has always provided the best quality of products and equipment available in the industry. We have implemented a Green Cleaning Services program for our Company, our employees and to assist our customers in their efforts to become better stewards of our environment. We are proud of these efforts and hope our customers will also be able to benefit from these changes.

Environmentally Preferable Products mean.... a product that has a lesser or reduced effect on human health and the environment when compared with competing products and services that serve the same purpose. The cleaning products that we have moved towards are certified Green Seal products.

Also with our cleaning equipment, we have determined alternatives that are more environmentally preferred and are migrating to these assets when possible. Soon, our entire inventory will be classified in this category. All new purchases made for new contracts are environmentally preferred equipment.

American Facility Services is now purchasing supplies that contain the maximum recycled content. These are the products that are now being stocked at our customer premises.

American Facility Services will work with your organization to obtain and provide specifically requested products as required by the contract. In addition, we have our primary vendor, XPEDX's full support to assist our clients to become and further their buildings' LEEDS certification. At your request, a meeting will be set up to review your current status and make determinations as to how your company can obtain LEEDS certification for your buildings.

1325 Union Hill Industrial Court, Suite A, Alpharetta, GA 30004

Office: 770.740.1613 Fax: 770.475.7720

www.americanfacilityservices.com

32% RECYCLED
CONTENT PAPER



AFS GREEN CLEAN POLICY

Introduction:

The intent of the AFS Green Clean Policy is to meet the owner's requirements while reducing the exposure of your personnel and building occupants to potentially hazardous products, equipment or procedures which could adversely affect human health and the environment, indoors and outdoors.

The program is designed to meet the varied requirements of the specifications of the user. The program was developed to assist the facility owners in pursuing LEED-EB certification and for American Facility Services to create a more sustainable environment. We have incorporated criteria and practices from USGBC LEED-EB O&M 2009 Version 3, from Green Seal GS 42 standard for cleaning services, IFMA Foundation "The Business of Green Cleaning" and from the "Pennsylvania Green Building Maintenance Manual" to develop the American Facility Services green cleaning program.

Components of the AFS Green Clean Policy program:

- ❖ Chemicals and dispensers
- ❖ Powered maintenance equipment
- ❖ Miscellaneous supplies
- ❖ Procedures
- ❖ Training
- ❖ Communications
- ❖ Staffing
- ❖ Monitoring results
- ❖ Glossary of terms
- ❖ Examination for company/facility certification

Chemicals:

This section will outline American Facility Services criteria for choosing sustainable chemicals and a list of chemicals to be used in the program. American Facility Services will use Green Seal GS 37 cleaners

The following are typical criteria for environmentally preferable cleaning chemicals:

- Low VOC
- More moderate pH (4-11)
- Low odor
- Work in cold water
- Multiple use products
- Products derived from renewable resources
- Products in recyclable packaging
- Low toxicity
- Concentrates & dilution control
- Readily biodegradable
- No carcinogens
- No heavy metal floor finishes

Approved Chemicals:

This represents the standard list of Chemicals / cleaning products normally provided.

***Chemical Listed in solicitation or contract that are required but not listed here, will be provided.**

Manufacture	Name	Description
Betco	Spot Bet	Heavy Duty Carpet Spot Removal
Betco	Hard AS Nails	Wax
Betco	Bonnet Carpet	Carpet Shampoo
Betco	Ax-It Plus	Stripper
Betco	Fast Draw AF79	Acid Free Bathroom Cleaner and Disinfectant
Betco	Fast Draw PH7	Neutral Daily Floor Cleaner
Betco	Fast Draw Clear Image	Glass Cleaner
Betco	Fast Draw Top Flight	All Purpose Cleaner
Johnson	Pledge	Furniture Polish
Betco	Pine Sol	Disinfectant
Colgate Palmolive	Ajax	Oxygen Bleach Cleaner
Sheila Shine, Inc.	Sheila Shine	Stainless Steel Polish

MSDS Sheets will be made available upon receiving intent to award contract.
Posting of MSDS Sheets will be done at job site as required.

Dilution control system:

The AFS Green Clean Policy will utilize the Betco FastDraw Chemical Management System for dispensing chemical products. The system is comprised of multiple dispensing options to allow AFS Green Clean Policy the greatest flexibility, economy and effectiveness

Equipment:

The equipment utilized in the AFS Green Clean Policy will reduce building and the environmental impact while continuing to deliver economical and effective results. This section will outline the criteria for selecting environmentally preferable equipment.

We are using the requirements outlined in LEED-EB O&M Version 3, Indoor Environmental Quality Credit 3.4 to manage the powered cleaning equipment used in the AFS Green Clean Policy.

The following contains a list of standard equipment that is normally used to perform our janitorial services. This list is not inclusive for every job.

Any equipment required for this contract that is not listed here, will be provided.

Description
Sanitare Upright Vacuum Model SC684
Pro-Team Backpack Vacuum Model #QV2000
Rubber Maid Lobby Pan Broom Model 6374
Rubbermaid Lobby Dust Pan Model 2531
Wilen Speed Change Mop Handle - Model A70312
Wilen Cut-End Wet Mop Heads Model A414132
Brute Mopping Combo Packs Model 7580
Rubbermaid Folding Floor Sign "Wet Floor" - Model 6112
Rubbermaid Folding Floor Sign " Restroom Closed" Model 611278
Wilen 36" Durastat Dust Mop Model C052036
Rubbermaid Janitor Cart W/ Bag - Model 6173 & 6158
Rubbermaid Toilet Bowl Brush Model 6310
International Steel Wool Lambs Wool Dusters – Model 926E
Continental Adjust-O-Spray Triggers and Bottles Model # 922HL & 932CN
Kimberly-Clark Lint Free Rags Model 41700
High-Speed Buffers
Low Speed Buffers
Propane Buffers
Wet Vacuums
Carpet Extractors

Note: All used equipments (if approved for use) is tested and cleaned prior to starting job

Criteria:

- ❖ **Vacuum cleaners (backpack or up-right)** – CRI certified or HEPA filtration; sound level of less than 70 dBA
- ❖ **Carpet extractors** – CRI certified or capable of producing maximum 24 hr. drying times
- ❖ **Floor machines and burnishers** – vacuums to capture fine soil particles; sound level of less than 70dBA
- ❖ **Propane floor equipment** – high-efficiency, low emission engines; sound level of less than 90 dBA
- ❖ **Automatic scrubbers** – variable speed pumps to optimize the use of cleaning fluids
- ❖ **Battery powered equipment** - equipped with environmentally preferable gel batteries.
- ❖ **Equipment is ergonomically designed** to minimize vibration, noise, user fatigue and contain safeguards, such as rollers or rubber bumpers, to reduce potential damage to building surfaces.

Approved equipment:

Another area to insure a sustainable cleaning program is the continual maintenance of janitorial equipment. AFS Green Clean Policy will maintain purchasing records and maintenance logs for each piece of equipment in the facility to assist the facility owners in pursuing a LEED-EB certification or to green their operations.

Items to include in the maintenance log:

- Location of facility
- Date purchased or introduced to the facility
- Routine maintenance dates
- Record of repairs
- Additional user training needed

Supplies:**Disposable Paper and Plastic Bags:**

Another ingredient of a successful green cleaning program is the consistent use of environmentally preferable disposable paper and trash bags. The AFS Green Clean Policy will utilize products containing the criteria outlined in the EPA Comprehensive Procurement Guidelines (CPG), Green Seal GS 01, GS 09 standards, Ecologo CCD 82, CCD 86 standards, LEED-EB Version 3 Indoor Environmental Quality Credit 3.3 or criteria listed below.

Criteria:

- Bathroom tissues-minimum 100% recovered material and 20% post-consumer content.
- Toilet seat covers-minimum 100% recovered materials and 20% post-consumer content.
- Paper towels and general-purpose industrial wipes-minimum 100% recovered materials and 40% post-consumer content.
- Plastic trash bags-minimum of 25% post-consumer content.
- No use of de-inking solvents containing chlorine or any other chemicals listed in the Toxic Release Inventory in the manufacture of paper products.
- No use of chlorine or chlorine derivatives in bleaching processes for paper products.

Betco Green Seal Products



- Five Green Seal Products
 - ☐ Non-Ammoniated Glass Cleaner
 - ☐ Peroxide Cleaner
 - ☐ Neutral Cleaner
 - ☐ Floor Stripper
 - ☐ Floor Finish
- Green Seal Certification
- Fastdraw System and Bulk for Floor Care



JWP Portfolio



<i>Stride</i> Neutral Cleaner
<i>Alpha HP</i> Multi-Surface Cleaner
<i>Glance</i> Non-Ammoniated Glass Clnr
<i>Crew</i> Restroom Cleaner & Scale Remover
Carpet <i>Shampoo Cleaner</i>
Carpet <i>Heavy Duty Prespray Plus</i>
Aquaria Floor Finish
<i>Freedom SC</i> Floor Stripper (J-Fill & RTD)



Ready-to dispense



Pace Microfiber Mopping System



Regency Green Choice Cleaners



- Five new Regency Green Choice Cleaners
 - Non-Ammoniated Glass Cleaner
 - Restroom Cleaner
 - Neutral Cleaner
 - General Purpose Cleaner
 - Multi Purpose Cleaner
- Green Seal Certification
- Packaging: 4 x1 gallon



BETCO®

FASTDRAW®

CHEMICAL MANAGEMENT SYSTEMS



INNOVATIVE



SIMPLE



VERSATILE

FASTDRAW®

CHEMICAL MANAGEMENT SYSTEMS

Innovative ... Simple ... Versatile ... Cost Effective ...

Betco's FASTDRAW® chemical management systems consistently provide the correct dilution for cleaning staffs. These innovative, versatile and simple systems utilize a one size fit all FASTDRAW® bottle design that reduces inventory investment.

When cleaning chemicals are not accurately diluted, it is like pouring money down the drain which can potentially endanger the cleaning staff as well as cause poor cleaning results.

Innovative

- The FASTDRAW® bottle design serves all Betco chemical management systems - reduces inventory.
- Metering inserts are in each FASTDRAW® bottle – Built in metering inserts constantly maintains accurate dilution and eliminates maintenance.
- Compact wall mounted design – Maximizes cleaning closet space.

Simple

- The FASTDRAW® bottle design fits all dispensing systems for simplifying training and use.
- FASTDRAW® bottles are color coded and numbered for easy chemical selection and training.
- Intuitive icons eliminate guess work for...
 - Filling spray bottles, mop buckets or automatic scrubbers.
 - Inserting and changing FASTDRAW® bottles.

Versatile

- Over 30 different cleaning products to meet a wide range of facility cleaning needs.
- Single or multiple product dispensing units to precisely match your cleaning requirements.
- Dispensers available in wall mounted or portable options for dilution control wherever it's needed.

Cost Effective...

The Betco FASTDRAW® chemical management systems reduce cleaning costs by up to 30% by accurately diluting the correct amount of chemical while filling spray bottles, mop buckets or automatic scrubbers versus the pouring method.

Dispenser Selections

-  Lockable
-  Portable
-  Foaming Applications
-  Spray Bottle Fill Application
-  Bucket Fill Application
-  Autoscrubber Application

One FASTDRAW® bottle for **ALL** Chemical Management Systems

- Spill proof design eliminates the potential for chemical contact with the cleaning staff.



- Metering insert reduces end use cost per gallon by delivering accurate dilutions.



- Patented Technology utilizes two (2) metering tips for low and high flow dilution.



- Number and color coded to eliminate cleaning staff misuse.

- Multiple Green products for environmentally responsible cleaning.

- NAFTA tri-lingual labels for multi-cultural work force.

- Curved siphon tubes allow complete product evacuation eliminating waste.



The FASTDRAW® Chemical Management Systems reduces carbon footprint by decreasing chemical and plastic in the waste stream.



* One concentrated bottle of FASTDRAW® product can replace up to 544 ready to use quarts!

FASTDRAW®

Innovative ... Simple ... Versatile ...

Betco's FASTDRAW® 1 is the most versatile wall mounted chemical management system. Dilute multiple products from a single dispenser for consistent cleaning and reduced costs.

- Innovative docking cap design ensures reliability and consistent chemical dispensing.
- Approved - American Society of Sanitary Engineers (ASSE) back flow device prevents contamination of water supply.
- Simple and quick chemical change improves productivity with no cross contamination.
- Safe - Spill proof design eliminates the potential for chemical contact with the cleaning staff.
- Compact size easily installs above any mop sink in minutes with universal mounting holes (hardware included). Optional Mobility Adaptor (#90052-00) allows dispenser to clip onto any maid's cart - sold separately.



● Safety stop feature on selector dial prevents accidental chemical dispensing.

● Versatile - Dispenses an accurate dilution of chemical for spray bottles (1 gallon per minute - gpm), mop buckets (4 gpm) or automatic scrubbers (4 gpm).

● Instant docking - No priming required before use.

● Large product site window for easy chemical identification by name, color and number.

● Strong, durable polypropylene construction withstands the rigors of daily use.

Ideal for small or large area cleaning that requires a single versatile dispenser for filling spray bottles, mop buckets or automatic scrubbers.



FASTDRAW® 1 DISPENSER
#91043-00

FASTDRAW® ACCESSORIES
Rack - Holds Four Products
#91044-00
(As pictured to the right)





Innovative ... 4 In 1 Convenience ... Simple ...

Betco's FASTDRAW® 4 is an innovative multi-product dispensing system offering the most compact design in the market. The dispensing unit contains four concentrated products to quickly dispense the appropriate product at the proper dilution, reducing chemical waste and maintaining consistent cleaning results.



- Innovative design maximizes otherwise wasted closet space.
- Safe – Spill proof design eliminates the potential for chemical contact with the cleaning staff.
- Locking doors to prevent tampering and theft.
- Simple twist on bottle connection is easy to install and check valve keeps system primed and ready for use.
- Locking fill button allows users to perform other tasks while filling.
- Approved ASSE back flow device prevents contamination of water supply.
- Quad diverter valve prevents cross-contamination between chemicals.

Ideal for areas with multiple cleaning requirements.

- Versatile design options allow for multiple filling configurations, depending on your requirements.
- Dispenses an accurate dilution of chemical for spray bottles (1 gpm), mop buckets (4 gpm) or automatic scrubbers (4 gpm).

DESCRIPTION NUMBER	CONFIGURATION OPTIONS	
	BOTTLE Low Flow	BUCKET High Flow
FASTDRAW® 4 DISPENSER 91800-00	3 SPRAY BOTTLES 	1 BUCKET FILL
FASTDRAW® 4 DISPENSER 91825-00	2 SPRAY BOTTLES 	2 BUCKET FILL
FASTDRAW® 4 DISPENSER 91826-00	4 SPRAY BOTTLES 	
FASTDRAW® PEROXIDE DISPENSER - 91806-00	3 SPRAY BOTTLES 	1 BUCKET FILL

Go Green!

Peroxide is simply the most versatile cleaning chemical available today. Using Betco's OxyFECT™ as a one product cleaning solution for glass, carpet, restrooms and floors reduces stocking inventory with a single product solution. Betco's FASTDRAW® Peroxide dispenser is specifically configured for glass, carpet, restroom or floor cleaning applications.

CHOOSE ONE OF THE FOLLOWING PEROXIDE FORMULAS:

- **Green Earth® Peroxide Cleaners** - Environmentally Preferable multi-purpose cleaner.
- **OxyFECT™ G** - the only Neutral Peroxide Disinfectant for General Use.
- **OxyFECT™ H** - the only Neutral Peroxide Disinfectant for Hospitals.



FASTDRAW® PEROXIDE DISPENSER



FASTDRAW® FREEDOM

Innovative ... Portable ... Simple ...

Betco's FASTDRAW® FREEDOM is an innovative, portable and simple solution for chemical management systems. FASTDRAW® FREEDOM can fill spray bottles, mop buckets or automatic scrubbers and doubles as a foaming spray gun for cleaning restrooms, showers or food sanitation areas.

- Recyclable - FASTDRAW® FREEDOM is made with recyclable materials.

- Innovative – Powerful foaming action for cleaning restrooms, showers or food sanitation areas that require extended contact cleaning time.

- Versatile – Portable light-weight design that connects to any standard hose and can be taken to any location where cleaning is required.
- Design maximizes utility for dispensing chemicals into spray bottles (1 gpm), mop buckets (4 gpm) or automatic scrubbers (4 gpm).
- Molded hanging bracket easily mounts for filling mop buckets, or automatic scrubbers.

- Simple – Ergonomically designed handle for comfort and ease of use.

- Los Angeles plumbing code approved, built-in back flow device prevents contamination of water supply.



One versatile chemical
management system
does it all!



FASTDRAW® FREEDOM
Portable Dispensing System
#91290-00



Training Solutions

Betco's comprehensive and customizable training tools build a consistent cleaning program and ensures the correct products are safely used.

FASTDRAW® Customizable Wall Chart and Task Card Programs

- Includes custom wall charts and task cards.
- Easy to create with intuitive icons and graphic images.
- Can be customized for your unique facility.
- Available in English, Spanish and French.



TASK CARD PROGRAM
Customizable Task Card Creator



FASTDRAW® WALL CHART PROGRAM
Customizable Wall Chart Creator



Other Chemical Management Solutions that use FASTDRAW® Packaging

Heavy duty foamer for cleaning large shower areas that require extended contact cleaning time.



FASTDRAW® PORTABLE FOAMER
#91805-00



FASTDRAW PRODUCTS

ALL PURPOSE CLEANERS / FLOOR CLEANERS

1	pH7 ULTRA • Ultra concentrated neutral cleaner for finished floors. • Does not dull or damage floor gloss. • Daily Floor Cleaner • #17847-00	136 Gallons
3	TOP FLITE™ • Use to clean any water washable surface. • Removes hard water stains. • All Purpose Cleaner • #15647-00	34 Gallons
11	GREEN EARTH® PEROXIDE CLEANER • Versatile cleaner for use on carpets, glass, floors, tile and grout. • Non-fuming, noncorrosive, will not discolor or stain clothes or surfaces. • #33647-00	34 Gallons
12	GREEN EARTH® NATURAL ALL PURPOSE CLEANER • Environmentally preferable all purpose cleaner. • Made from all natural ingredients oranges, coconuts, pine and soy. • #15847-00	34 Gallons
20	GREEN EARTH® DAILY FLOOR CLEANER • Non-streaking, non-hazing daily use cleaner for finished floors. • Fragrance free for use in sensitive work areas. • #53647-00	136 Gallons
24	DAILY SCRUB SC • Heavy duty floor cleaner. • Ideal for frequent burnish programs. • Daily Floor Cleaner • #19347-00	136 Gallons

FLOOR / CARPET MAINTENANCE ITEMS

14	BETCO ONE STEP • Cleans and restores floors. • Mop on or use through automatic scrubbers. Burnish to restore floors. • Cleaner/Restorer • #61847-00	34 Gallons
15	FiberPRO® ES-STEAM™ • Powerful cleaning and rinses freely. • Low foaming cleaner can be used in all types of extraction equipment. • Extraction Cleaner • #40247-00	136 Gallons
17	BEST SCRUB • Ideal for top scrubbing floors. • Non-foaming and residue free. • Top Scrub Cleaner • #67147-00	34 Gallons
22	EXTREME® ULTRA • Requires no rinsing. • Low odor. • Floor Stripper • #19447-00	11 Gallons
31	GAME TIME CLEANER • Cleans and removes abrasive soils and leaves no residue. • Restores traction for sports floors. • Wood Cleaner • #59747-00	34 Gallons

GLASS AND SURFACE CLEANERS

5	CLEAR IMAGE • Use to clean glass, mirrors and windows. • Does not streak. Evaporates quickly and completely. • Glass Cleaner • #19947-00	34 Gallons
19	GREEN EARTH® GLASS CLEANER • Use on glass and mirrors. Non-streaking, fast evaporating formula. • No 2-butoxyethanol or ammonia. • #53547-00	34 Gallons
23	DEEP BLUE • Removes tough soils from a variety of surfaces. • Cleans glass and mirrors without streaking. • Ammoniated Glass Cleaner • #18147-00	34 Gallons

FOOD SERVICE

18	SANIBET™ 256 • Sanitizes flatware, counters and tables. • Perfect for food service establishments. • Sanitizer • #34447-00	136 Gallons
26	CITRUSUDS™ • Provides long lasting suds and quick grease emulsification. • Cleans glass, utensils, pots, pans and other kitchen items. • Dishwash Detergent • #21547-00	136 Gallons
29	SPRAY FOAM ULTRA • Super-concentrated heavy duty foaming degreaser. • Clinging foam for extended contact and rinses freely. • Meatroom Degreaser • #18647-00	136 Gallons

RESTROOM / DISINFECTANTS / SANITIZERS

2	AF79 CONCENTRATE • Acid free formulation. For use throughout the restroom. • Disinfects as it cleans. • Restroom Cleaner • #33147-00	34 Gallons
4	pH7Q ULTRA • Neutral formulation does not damage, dull or haze finished floors. • Acceptable for use on surfaces soiled with blood/body fluids. • Disinfectant • #32547-00	136 Gallons
7	AF315 • Pleasant fragrance counteracts the most severe odors. • Neutral formulation does not damage or dull finished floors. • Disinfectant • #31547-00	14 Gallons
8	QUAT-STAT™ SC • Powerful cleaner and broad spectrum disinfectant. • Acceptable for use on surfaces soiled with blood/body fluids. • Disinfectant • #34047-00	136 Gallons
16	SURE BET™ • High foaming for bathrooms, showers, tubs, tile and sinks. • A blend of organic and inorganic acids for superior cleaning performance. • Restroom Cleaner • #32447-00	11 Gallons
27	OxyFECT™ G • Cleaner limited disinfectant for hard non-porous surfaces. • Economical concentrate. Kills MRSA, CA-MRSA, and VRE. • Limited Disinfectant • #38247-00	34 Gallons
21	GREEN EARTH® DAILY DISINFECTANT CLEANER • Neutral formulation will not dull finished floors. • Meets standard for decontamination of bloodborne pathogens. • #53747-00	136 Gallons
28	GREEN EARTH® PUSH® • Drain maintainer and cleaner. • Quickly digests fats, oils and greases from restroom floors and surfaces. • #13347-00	34 Gallons
30	OxyFECT™ H • Peroxide hospital disinfectant, neutral formulation. • Broad spectrum disinfectant. Kills HBV, Influenza A, MRSA, HIV-1 and VRE. • Disinfectant • #35747-00	11 Gallons
32	GREEN EARTH® RESTROOM CLEANER • Removes soap scum and mineral deposits from restroom surfaces. • Utilizes a non-corrosive acid. Powerful foaming action. • #54847-00	11 Gallons

CLEANERS / DEGREASERS

9	GREEN EARTH® VELOCITY® • Removes inks and marker stains from desks, chairs and tables. • Non-butyl and neutral, yet it performs like an alkaline cleaner. • Degreaser • #19747-00	11 Gallons
10	CITRUS CHISEL • Removes oils, greases and fatty soils from floors, walls and equipment. • Contains natural citrus solvents for cleaning and deodorizing. • Citrus Degreaser • #16747-00	34 Gallons
13	GREEN EARTH® NATURAL DEGREASER • Environmentally preferable degreaser made from natural ingredients. • Versatile product cleans and degreases leaving no residue. • #21747-00	11 Gallons
25	SPEEDEX CONCENTRATE • Aggressive spray and wipe cleaner. • Removes the toughest soil and stains from a variety of surfaces. • Cleaner/Degreaser • #52847-00	11 Gallons

DEODORIZER

6	BEST SCENT OCEAN BREEZE • Eliminates malodors at their source. • Use for routine odor control and fabric refresher. • Deodorizer • #23147-00	34 Gallons
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This product meets Green Seal™ environmental standard for industrial and institutional cleaners based on its reduced human and aquatic toxicity and reduced smog production potential.



EPA/DIE recognition does not constitute endorsement of this product. The Design for the Environment logo signifies that the formula for this product, as Betco has represented it to the EPA, contains ingredients with more positive health and environmental characteristics than conventional cleaners. EPA/DIE relies solely on Betco, its integrity and good faith for information on the composition, ingredients, and attributes of this product. EPA/DIE has not independently identified, i.e. via chemical analysis, the ingredients in the product formula, nor evaluated any of Betco's non-ingredient claims. EPA/DIE expresses its judgment and professional opinion only as to the environmental and human health characteristics of the product, based on currently available information and scientific understanding.

GREEN EARTH® Denotes product is part of the Betco Green Earth® Brand.

BETCO®
INNOVATIVE
CLEANING TECHNOLOGIES

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Item #91810-92



comprehensive **TRAINING**



simplify
maximize
reward

advanced training

SOLUTIONS



Betco's innovative training program empowers cleaning professionals with training solutions that significantly reduce injury and illness.

Exams and training videos for each training module are available online at www.betco.com.

TRAINING LIBRARY TOPICS

The Life Cycle of Floor Care*
Restroom Sanitation*
OSHA Bloodborne Pathogen*
OSHA Hazard Communication*
Patient Room Disinfection
Educational Facility Disinfection
The Life Cycle of Carpet Care*
Proper Hand Care
Basic Cleaning Techniques
Slip and Fall Prevention
SportsZone™ Wood Floor Care*

* Available in Spanish



EACH MODULE INCLUDES:

Training Video Cassette Tape
Interactive CD-ROM
Facilitator's Guide
Training Workbook*

* Spanish modules include video cassette tape and workbooks only.



ONLINE training tools

WALL CHART PROGRAM The Ultimate Training Tool

Create a customized wall chart from your computer for Betco's chemical management programs. Wall Chart Program is available in English and Spanish.



CLEANING TASK CARD Simplify Your Work

Customize your own task cards with Betco product and equipment for specific locations and jobs.



FACILITY ESTIMATOR PROGRAM No Second Guessing

Quickly justify new equipment purchases, accurately recommend Betco products and appropriate staffing levels.



A JOB WELL DONE should be rewarded!

An important part in maximizing your facilities operational efficiency is knowledgeable, qualified cleaning professionals. With each program topic you and your staff can become Betco Certified Cleaning Technicians, receive a certificate of completion. Each module has been approved and certified by the International Executive Housekeeping Association.



ONSITE training tools

ROADSHOW AND GYMSHOW

Plan a successful selling event or training show! Enhance productivity through promoting the Betco bundle or ensure a successful recoat.

SALES BUILDER TOOLS

Each month promote and highlight specific products and knowledge sheets for quick reference at your location.

Join us for monthly conference calls to discuss the latest selling techniques and increase your product knowledge.

BETCO UNIVERSITY

Come to Toledo! We offer specialized product, equipment and procedural training at Betco U.

ENVIRONMENTAL SOLUTIONS

Cleaner, Safer, Healthier Places
to Live, Work, and Play.



ENVIRONMENTAL STEWARDSHIP.

For over 135 years, Tennant Company has been creating a cleaner, safer world. We are committed to improving the quality of our indoor environments, while reducing the impact of cleaning on the outdoors.

REDUCE. RE-USE. RECYCLE.

From scrubbers that increase safety by helping to reduce slip-and-fall, to coatings that help improve air quality by reducing VOCs, Tennant Company creates environmentally-preferable solutions that:

- Reduce water consumption and disposal by up to 70% with technologies like ec-H2O™, FaST® and ReadySpace®;
- Re-use cleaning solution and dramatically increase productivity with ES® technology;
- Recycle detergent packaging up to 95% with FaST-PAKs.

THE PEOPLE AND PLACES IN YOUR CARE.

While environmental stewardship is about protecting our natural resources, it's also about:

- Protecting the people doing the cleaning with ergonomically-superior equipment;
- Protecting the places in their care with products tested-safe for the cleaning environment;

And with today's advances in technology, being environmentally-responsible is also bottom-line friendly.

Innovative Tennant and Nobles products and solutions: helping you be a leader in creating clean, healthy and safe environments.



Five Keys to Environmental Stewardship.

CONSERVE RESOURCES.

Technologies and products like ec-H2O™, FaST and ReadySpace use less clean water going in—and reduce waste-water going out—by up to 70%. That's good for the natural environment—and for your bottom line!



Strive® carpet extractor with ReadySpace

REDUCE DETERGENTS.

Cutting down the chemicals drained into our waste systems is actually possible—with Electrically Converted Water and FaST technology. ec-H2O™ begins as water and ends as water—eliminating the need for general purpose cleaners for your scrubber. FaST technology uses foam—scientifically proven to clean better than traditional tank-mix detergent, reducing chemicals up to 90%. Not only are you cleaning healthier—you're cleaning better.



Speed Scrub® scrubber with ec-H2O™

INCREASE SAFETY.

Slip-and-fall accidents are easily reduced with technologies and products like ec-H2O™, FaST and high-traction Tennant Company floor coatings—all certified to increase floor safety by the NFSI.



NFSI-certified Eco-HTS™ floor coating

IMPROVE AIR QUALITY.

Using machines with superior dust-control systems—ones that filter down to 0.3 microns—will actually improve your indoor and outdoor air quality.



6650 sweeper

REDUCE NOISE.

Clean day or night—on your schedule—with machines that run at a whisper-quiet 58 dBA.



Low-noise UltraGlide® upright vacuum

Printed on Accent® Opaque 80# Warm White Cover with soy ink. Accent Opaque has earned Sustainable Forestry Initiative (SFI) and Forest Stewardship Council (FSC)® Chain of Custody dual certification. That means that strict guidelines have been followed, in the forest. At the mills. And in the warehouse. *FSC certification is available on a making basis.

ENVIRONMENTAL SOLUTIONS

Rubbermaid
Commercial Products



Proven Performance

TO ENSURE HEALTHY, SAFE ENVIRONMENTS

- Superior microfiber textiles proven to remove microorganisms¹
- Helps reduce cross-transmission*
- Withstands up to 500 commercial launderings
- Patents pending

Complete System

TO MAXIMIZE PRODUCTIVITY AND VALUE

- Reduces chemical consumption up to 95% vs. traditional mopping
- Reduces water consumption up to 90% vs. traditional mopping
- Cleans floors more than 3 times faster than traditional string mops²
- Proven to reduce worker strain
- Unique innovative tools to maximize productivity
- Features legendary Rubbermaid durability

¹ When used with detergent or QUAT cleaners.
Detergent cleaner w/microfiber mop - 94.5%
Detergent cleaner w/string mop - 67.8%
QUAT cleaner w/microfiber mop - 95.3%
QUAT cleaner w/string mop - 94.8%
William A. Rutala, Ph.D., M.P.H., ed., *Disinfection, Sterilization, and Antisepsis: Principles, Practices, Current Issues, and New Research* (Washington, DC: Association for Professionals in Infection Control and Epidemiology, Inc., 99-101. © 2007 by the Association for Professionals in Infection Control and Epidemiology, Inc.

² The Official ISSA 447 Cleaning Times Calculator (Lincolnwood, IL: International Sanitary Supply Association, Inc.) All Rights Reserved 2003.

* When using color-coded products by area or for specific tasks.

Rubbermaid HYGEN™ Complete System

Rubbermaid HYGEN™ System provides innovative solutions and proven superior performance for maintaining healthy, safe environments

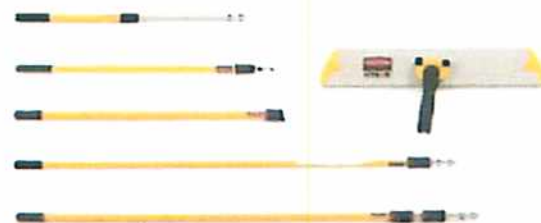
MICROFIBER CLOTHS, MITTS, DAMP MOPS & DRY DUSTING

Best-in-class microfiber delivers superior cleaning performance and durability.



QUICK-CONNECT HANDLES, FRAMES & FLEXI FRAME CLEANING

Rubbermaid HYGEN™ Quick-Connect Handles and Poles make cleaning more efficient in every area of your facility. The quick-connect mechanism allows easy, time-saving frame exchange. Flexi Frame patent-pending internal structure maintains consistent pressure on the surface being cleaned, even at the edges, and flexes back to original shape.



RUBBERMAID PULSE™ FLOOR CLEANING KIT

Clean more square feet in less time with Rubbermaid PULSE™. Industry-best microfiber, on-board reservoir, and user-controlled release of solution mean more efficient cleaning and lower labor costs.

CLEANS UP TO
10,000
square feet*

Includes: Trigger Handle with Fluid Reservoir and One 18" Microfiber Quick-Connect Frame



MICROFIBER BUCKETS

CHARGING BUCKET
Designed especially for healthcare damp mopping. Mops wick just enough liquid for damp cleaning with quick dry time.

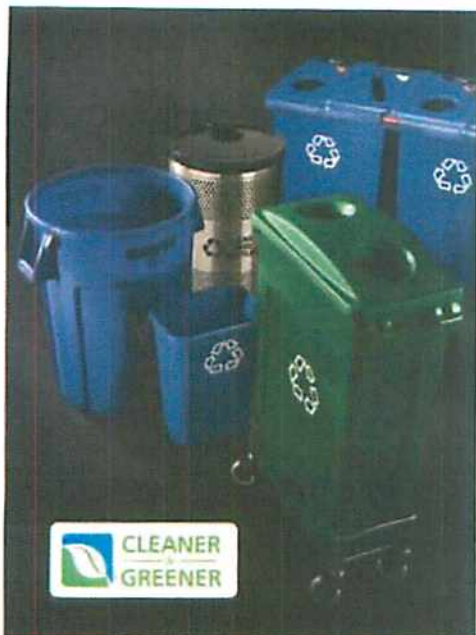


PEDAL WRING BUCKET PEDAL WRING MINI-CART

Suitable for wet mopping and floor cleaning, when flood cleaning or heavier liquid lay-down is desired, such as terminal cleaning an operating room or stripping a floor.



Rubbermaid
Commercial Products
HYGEN
SYSTEM



CHALLENGE

Extending the commitment to help sustain the Earth's resources throughout the entire company.

ACTION

An xpedx site analysis showed how to strategically locate Rubbermaid's recycling stations throughout our facility.

IMPACT

Management, plant workers and office staff are fully equipped and fully committed to our recycling initiatives.

MAXIMIZE YOUR RECYCLING PROGRAM

With dozens of choices now containing post-consumer recycled materials, we're your source for successful recycling programs.

STAGE ONE:

PERSONAL COLLECTION & SEPARATION

This is the best place for recycling to start – individual work-stations, cubicles and offices or living spaces such as dorm rooms where low volumes of recyclable wastes are generated.



STAGE TWO:

CENTRAL STATION COLLECTION

The collection point for multiple workstations or higher-volume areas such as photocopy centers, mailrooms and break rooms. At this stage, recyclable waste might include a range of white and mixed paper grades, cardboard, aluminum cans, glass and plastic.



STAGE THREE:

MOBILE COLLECTION & TRANSPORT

The process of collecting and transporting recyclable waste from personal or central station locations to the storage/shipping area for pickup.



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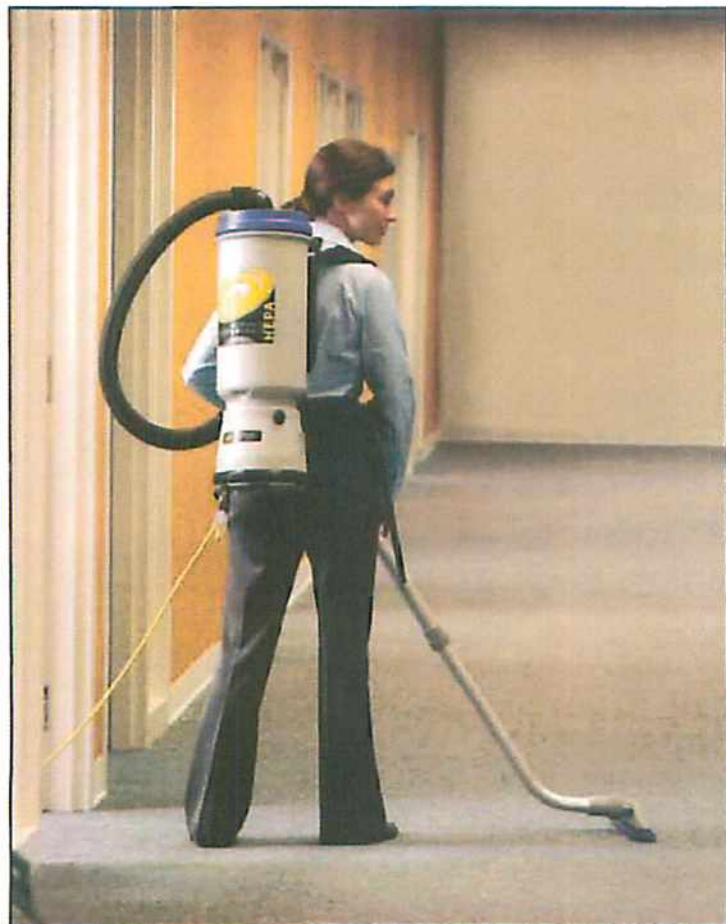
Committed to...

Cleaning for Health

More than products and equipment – a complete package of planning, products and performance.

Green Cleaning

Cleaning to protect without harming the environment.



ProTeam
Cleaning for Health® Since 1987

ProTeam Goes Beyond

Performance/Filtration

- ProTeam vacuums are exclusively designed to remove and hold more soil from carpets while containing 99.9% of harmful airborne particulates 1 micron and larger.
- ProTeam HEPA backpacks and canisters are 99.97% efficient at filtering particles .3 micron or larger.

Sustainability

- Provide a 3 year motor warranty with a recyclable body with a lifetime guarantee.
- Easy to fix and upgrade.
- Less equipment in landfills.

Ergonomics

- Studies by Ohio State University & Battelle Memorial Institute determined that the ProTeam CoachVac backpack vacuum allow workers to clean more than twice the area in half the time versus traditional vacuums. ProTeam's lightweight vacuums distribute 90% of the weight on the hips, reducing stress and fatigue.

Training

- ProTeam offers in-depth training programs on Green Cleaning to give cleaning professionals the ability to positively impact the health and safety of all building occupants.
- Educational DVD on set-up, training and operation.

Partnership

- The American Lung Association (ALA) and ProTeam are partners in a national program to educate the public about the benefits of healthy indoor air quality and ways to promote lung health.



*The American Lung Association does not endorse products.

Results of Green Cleaning

Many companies have embraced the concepts of sustainability and stewardship associated with Green Cleaning. Incorporating a Green mission has become a very powerful tool for companies who understand the demand for healthier, safer working environments.

- Countless organizations have seen dramatic improvements in worker productivity simply by instituting cleaning programs that are focused on Cleaning for Health.
- Scientific studies have documented productivity gains between 0.5% and 7% associated with greener indoor office environments. Most experts agree that 2% is about average. If the average cost per square foot for salaries and benefits is \$130, even a 1% improvement in productivity works out to about \$1.30 per square foot.
- Schools and universities have seen significant gains in student health, performance and attendance after switching to Green Cleaning programs.
- The 2005 survey of Green Buildings by Turner Construction Company says, of those involved with green schools, over 70% reported that green schools reduced student absenteeism and improved student performance.
- Purchasing analysis shows that yearly janitorial supply costs actually drops after a few months of instituting a proper cleaning and maintenance system.
- Using proper equipment with adequate training and education, combined with using effective, non-toxic cleaning solutions, results in lower operating and maintenance costs, faster, more effective cleaning and improved performance.

Questions? Call ProTeam at 866.888.2168 or email customerservice@pro-team.com.



ProTeam
Cleaning for Health® Since 1987

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ENVIRONMENTAL SOLUTIONS



RESPONSIBLE CLEANING from the O'Dell Corporation

*O'Dell's ECHOLINE®
of Responsible Cleaning Tools
offers your green cleaning
program smart, sustainable
choices without sacrificing
quality, performance,
and value.*

What can Responsible Cleaning do for your company?

Upsize - Green Awareness

Why use an ordinary mop handle when you can use one made from car battery casings? Why use traditional cotton mops when there's an innovative, lower-cost alternative in the EDGE® Nonwoven Mop?

Downsize - Waste Disposal

With O'Dell's Rewind® Mop Recycling Program, used O'Dell mops can be returned to us to be recycled into new products!



Maximize - Cleaning Tool Dollars

Recycled products are often made from higher quality materials than virgin goods. EchoMops® contain recycled food-grade PET plastic fibers, which outperform comparable mop fibers by 20% in strength, absorption, wringing, and dry time. EchoLine® cleaning tools compete where it counts - with value that meets and exceeds that of conventional products.

Minimize - Environmental Impact

Renewable Bamwood® handles can replace traditional handles made from rainforest hardwoods, metals and fiberglass. EchoMops® contain Earthspun® yarn, made from post-consumer recycled PET plastic bottles.



EchoLine® - Industrial Floor Care for the Environmentally Conscious Company





EchoLine® Floor Cleaning Tools



Sterling Plus®
Antimicrobial
Wet Mop
Contains silver & copper ions to inhibit bacterial growth in the mop



EchoMop®
1200 & 1400
Series Wet Mops

Made of Earthspun® yarn, 30% post-consumer recycled PET plastic



FiberTac®
Cut End Wet Mop
Patented FiberTac yarn lasts 3X longer than conventional cut end mops



EchoFiber®
Microfiber
Loop Mop
Traditional shape, with microfiber performance



EDGE®
Nonwoven
Wet Mop
Outperforms cotton cut end mops on performance & value



EchoShine®
Finish Mops
Made of Earthspun yarn for a smooth, lint-free application



P.E.T. Plastic FAQs

How much PET is wasted each year?
3 billion pounds on average

How long does it take for PET Plastic bottles to break down in a landfill?
2000 years

What is the recycling rate for PET plastic?
4 tons wasted for every ton recycled

What can you do with recycled PET plastic?
8 16 oz. bottles can make 1 X-large T-shirt, 2 baseball caps, 1 sq.ft of carpet, or one large EchoMop!



For more information, call for our Responsible Cleaning Brochure

See the complete EchoLine of O'Dell products at www.odellcorp.com

For a short video on EchoLine features, go to www.odellcorp.com/impactmovie

Echo® Dust Mop

Made of Earthspun yarn, 30% post-consumer recycled PET plastic



Echo Advantage® Dust Mop

Microfiber & recycled PET fibers combine to give your dusting advantage



BioFiber® Dry Dusting Sheets

High-tech meets green tech with Biofiber dry dusting sheets. Economical, Disposable & Biodegradable



Microfiber Mopping System

Use less chemicals & water with this microfiber wet & dry mopping system. Handle telescopes 40-60 inches, frames 16, 22 inches to fit 18 & 24 inch pads.



Bamwood® Handles
Recycled Plastic Mop Handles
Made with Bamboo, one of strongest natural materials, and reclaimed hardwood from the furniture industry



Please Recycle



100% Green Power Supplied



Certified Carbon Neutral Facility



Questions or comments, call The O'Dell Corporation at 800-342-2843 © 2009 The O'Dell Corporation, All rights reserved. www.odellcorp.com

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THE AMERICAN INSTITUTE OF ARCHITECTS



AIA Document A310

Bid Bond

Bond Number **OKC610711**

KNOW ALL MEN BY THESE PRESENTS, that we
1325 Union Hill Industrial Court, Suite A
Alpharetta, GA 30004

American Facility Services, Inc.
(Here insert full name and address or legal title of Contractor)

as Principal, hereinafter called the Principal, and
100 Galleria Parkway, S.E., Suite 700
Atlanta, GA 30339

American Safety Casualty Insurance Company

(Here insert full name and address or legal title of Surety)

a corporation duly organized under the laws of the State of **Oklahoma**

as Surety, hereinafter called the Surety, are held and firmly bound unto **Board of County Commissioners**
(Here insert full name and address or legal title of Owner)

213 Palafox Place
Pensacola, FL 32591

Escambia County Florida

as Obligee, hereinafter called the Obligee, in the sum of _____ % of the amount bid not to exceed

One Thousand and 00/100*** Dollars (\$ 1,000.00)**,

for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for **Custodial Services for County Buildings**

(Here insert full name and address and description of project)

Pensacola, FL

Project No. PD 10-11.049

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this

9th

day of

June

2011

American Facility Services, Inc.

(Principal)

(Seal)

(Witness)

(Title)

PRESIDENT

American Safety Casualty Insurance Company

(Surety)

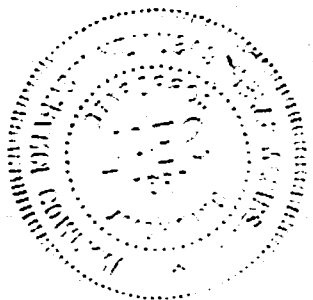
(Seal)

(Witness)

A.M. DiGeronimo

(Title)

Attorney-In-Fact





NUMBER

OKC610711

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS, that American Safety Casualty Insurance Company has made, constituted and appointed, and by these presents does make, constitute and appoints

A.M. Digeronimo, Michael R. Digeronimo of Atlanta, GA

its true and lawful attorney-in-fact, for it and its name, place, and stead to execute on behalf of the said Company, as surety, bonds, undertaking and contracts of suretyship to be given to

ALL OBLIGEEES

provided that no bond or undertaking or contract of suretyship executed under this authority shall exceed in amount the sum of

*** THREE MILLION*** (\$3,000,000.00) DOLLARS***

This Power of Attorney is granted and is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of the Company of the 6th day of August, 2009.

RESOLVED, that the President in conjunction with the Secretary or any Assistant Secretary may appoint attorneys-in-fact or agents with authority as defined or limited in the instrument evidencing the appointment in each case, for and on behalf of the Company, to execute and deliver and affix the seal of the Company to bonds, undertakings, recognizances, and suretyship obligations of all kinds; and said officers may remove any such attorney-in-fact or agent and revoke any power of attorney previously granted to such persons.

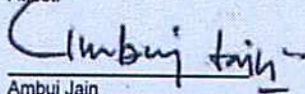
RESOLVED FURTHER, that any bond, undertaking, recognizance, or suretyship obligation shall be valid and binding upon the company when:

(i) when signed by the President or any Vice-President and attested and sealed (if a seal is required) by any Secretary or Assistant Secretary or (ii) when signed by the President or any Vice-President or Secretary or Assistant Secretary, and counter-signed and sealed (if a seal is required) by a duly authorized attorney-in-fact or agent; or (iii) when duly executed and sealed (if a seal is required) by one or more attorney-in-fact or agents pursuant to and within the limits of the authority evidenced by the power of attorney issued by the Company to such person or persons.

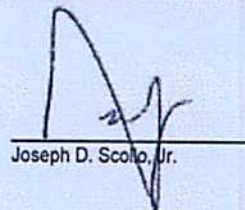
RESOLVED FURTHER, that the signature of any authorized officer and the seal of the Company may be affixed by facsimile to any power of attorney or certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company; and such signature and seal when so used shall have the same force and effects as though manually affixed.

IN WITNESS WHEREOF, American Safety Casualty Insurance Company has caused its official seal to be hereunto affixed, and these presents to be signed by its President and attested by its Secretary this 6th day of August, 2009

Attest:


Ambuj Jain

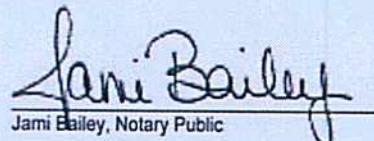



Joseph D. Scollo, Jr.

STATE OF GEORGIA)
COUNTY OF COBB)

On this 6th day of August, 2009, before me personally came Joseph D. Scollo, Jr., to me known, who, being by me duly sworn, did depose and say that he is the President of American Safety Casualty Insurance Company, the corporation described in and which executed the above instrument; that he knows the seal of the said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said corporation and that he signed his name thereto by like order.

JAMI BAILEY
Notary Public, Hall Co., GA
My Commission Expires Aug. 13, 2012

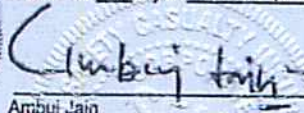

Jami Bailey, Notary Public

I, the undersigned, Secretary of American Safety Casualty Insurance Company, an Oklahoma corporation, DO HEREBY CERTIFY, that the foregoing and attached Power of Attorney remains in full force and has not been revoked; and furthermore that the Resolution of the Board of Directors, set forth in the said Power of Attorney, is now in force.

Signed and sealed in the City of Atlanta, in the State of Georgia

Dated this 9th day of June, 2011




Ambuj Jain

ORIGINALS OF THIS POWER OF ATTORNEY ARE PRINTED WITH RED NUMERICAL NUMBERS
DUPLICATES SHALL HAVE THE SAME FORCE AND EFFECT AS AN ORIGINAL ONLY WHEN ISSUED IN CONJUNCTION WITH THE ORIGINAL

DocuGard 04541 – 6 Security Features

- Prints "VOID" on front when duplicated
- Blue background highlights erasure alterations
- Watermark on back can be seen when sheet is held on an angle
- Coin-reactive ink on watermark changes color when scratched with a coin
- Microtext border contains the DocuGard name and is difficult to copy
- Security Features Box lists tamper-resistant attributes

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PUBLIC NOTICE OF RECOMMENDED AWARD

PUBLIC NOTICE OF RECOMMENDED AWARD									
BID TABULATION		DESCRIPTION: Custodial Services for County Buildings, BID # PD 10-11.049							
Bid Opening Time: 3:00 pm CDT Bid Opening Date: 06/09/2011 Bid Opening Location: 11.407		Solicitation Offer & Award Form	Bid Bond or Check	Drug-Free Workplace Form	Information Sheet for Transactions & Conveyances Corporation ID	Certificate of Authority to do Business in the State of Florida	Acknow. of Addendums	Sworn Statement Pursuant to Sec 287.133 FL Statutes	Total Bid Amount
NAME OF BIDDER									
OJS Systems, Inc.		Y	Check	Y	Y	Y	Y	Y	\$755,816.00
Modern Janitorial & Service Co.		Y	Check	N	N	N	N	Y	\$1,034,362.20
Reliable Building Maintenance Service, Inc.		Y	Check	Y	Y	Y	Y	Y	\$749,268.12
R Square Floor Care		Y	Check	Y	Y	Y	N	Y	\$859,914.88
Southern Management		Y	Bid Bond	Y	Y	N	Y	Y	\$731,863.80
American Facility Services, Inc.		Y	Bid Bond	Y	Y	Y	Y	Y	\$649,572.00
NO BID – Elite Building Services									
BIDS OPENEND BY:		Joe Pillitary, CPPO, CPPB, Purchasing Coordinator							
BIDS TABULATED BY:		Lori Kistler, SOSA							
BIDS WITNESSED BY:		Lori Kistler, SOSA							
UNDER REVIEW									

NO BID – Elite Building Services

CAR
 DATE 8/4/2011
 BOCC
 DATE 8/4/2011

The Purchasing Manager/Designee recommends to the BCC: To award a Contract to American Facility Services, Inc. in the amount of 649,572.
 Pursuant to Section 119.07(3)(M), F.S., all documents relating to this tabulation are available for public inspection and copying at the Office of the Purchasing Manager.

Posted: 7/19/2011 @ 3:30 PM, CDT



JP/ik