

REQUEST FOR PROPOSALS

22. Award RFP-1091-06/BLH – Custodial Services for Miscellaneous Seminole County Buildings to The Budd Group of Orlando, FL (\$1,029,457.00 per year).

RFP-1091-06/BLH will provide all necessary management, supervision, personnel, materials, transportation, general and specialized tools and equipment required to accomplish all custodial services for Seminole County Buildings, as specified in the Scope of Services. The Contractor shall implement all necessary work control procedures to ensure timely accomplishment of work requirements, as well as to permit tracking of work in progress. The Contractor is responsible for adequately planning and scheduling work to assure material and labor availability to complete work requirements within the response times and quality standards established in the Scope of Services.

The resulting contract will be for a base period of three years with three one (1) year renewal options giving a total contract term of six years. The project was publicly advertised and the County received seven (7) responses (listed alphabetically):

- A1A Cleaning Service, Inc.
- Amerishine
- Building Maintenance Services, Inc.
- The Budd Group
- Grosvenor Building Services, Inc.
- Owens, Renz and Lee Co., Inc.
- USSI

The Evaluation Committee consisted of Steve Howard, Administrative Services (Director); Meloney Lung, Administrative Services-Support Services (Manager); Angi Thompson, Administrative Services-Support Services (Principal Analyst); Sharon Peters, County Managers Office (Senior Coordinator) and Kathryn Townsend, Sheriff's Office.

The evaluation was based on the following criteria:

- Price
- Resources
- Past Performance
- Location

Upon evaluation of these offers, the Evaluation Committee recommends that the Board award a contract to the lowest priced, responsible,

responsive offeror; The Budd Group of Orlando, FL. Staff intends to extend the current contract (A1A Cleaning) until September 30th to allow for a 53 day transitional period.

This is a budgeted project and funds are available in account 010530.530340. Administrative Services, the County Manager's Office, and Fiscal Services/Purchasing and Contracts Division recommend that the Board approve the award and authorize the Chairman to execute the agreement as prepared by the County Attorney's Office.

B.C.C. - SEMINOLE COUNTY, FL RFP TABULATION SHEET

ALL RFP'S ACCEPTED BY SEMINOLE COUNTY ARE SUBJECT TO THE COUNTY'S TERMS AND CONDITIONS AND ANY AND ALL ADDITIONAL TERMS AND CONDITIONS SUBMITTED BY THE PROPOSERS ARE REJECTED AND SHALL HAVE NO FORCE AND EFFECT. RFP DOCUMENTS FROM THE CONSULTANTS LISTED HEREIN ARE THE ONLY RFP'S RECEIVED TIMELY AS OF THE ABOVE OPENING DATE AND TIME. ALL OTHER RFP DOCUMENTS SUBMITTED IN RESPONSE TO THIS SOLICITATION, IF ANY, ARE HEREBY REJECTED AS LATE.

RFP NUMBER: RFP-1091-06/BLH

RFP TITLE: **Custodial Services for Miscellaneous Seminole County Buildings**

DUE DATE: July 26, 2006 2:00 P.M.

PAGE: 1 of 1

	Response 1	Response 2	Response 3	Response 4
INFORMATION PROVIDED IN RESPONSE	A1A Cleaning Service, Inc. 292 E. Palmetto Ave. Longwood, FL 32750 John B. Charleston III, President (407) 339-6000 PH	Amerishine P.O. Box 570774 Orlando, FL 32857 Luis Torres, President (407) 736-1111 PH (407) 736-1110 FX	Building Maintenance Services, Inc. 283 Cranes Roost Blvd. Suite 105 Altamonte Springs, FL Jim Stott, Sales Manager (407) 830-9002 PH (407) 830-9004 FX	The Budd Group 1820 N. Goldenrod Rd., Suite 102 Orlando, FL 32807 Stacey Austin, Account Executive (407) 823-8188 PH (407) 823-9164 FX
	Response 5	Response 6	Response 7	
INFORMATION PROVIDED IN RESPONSE	Grosvenor Building Services, Inc. 3398 Parkway Center Ct. Orlando, FL 32808 Jon Clontz, Marketing Manager (407) 292-3383 PH (407) 291-4511 FX	Owens, Renz and Lee Co., Inc. 222 West Comstock Ave. Winter Park, FL 32789 Robert D. Owens, President (407) 702-6644 PH (407) 386-3492 FX	USSI 11220 Metro Pkwy, #14 Ft. Meyers, FL 33966 Eldred "Skip" Spurgeon, Vice President of FL Division (239) 334-1865 PH (239) 334-1908 FX	

OPENED and TABULATED BY:
POSTED:

B. Hunter, Contracts Analyst
07/27/06

EVALUATION COMMITTEE MEETING:

Wednesday August 2, 2006 at 1:30 PM Eastern
**Purchasing and Contracts Division Conference Room at the County Services Building,
Room #3208, 1101 East First Street, Room 3208, Sanford, Florida 32771**

RECOMMENDATION OF AWARD:

TBD

DATE FOR AWARD:

TBA

**RFP-1091-06/BLH - Custodial Services for Miscellaneous
Seminole County Buildings**

Cost Scoring Sheet

Response #1	Response #2	Response #3	Response #4
<p>A1A Cleaning Service, Inc. 292 E. Palmetto Ave. Longwood, FL 32750</p> <p>Cost: \$1,282,826.61</p> <p>Rating used for Evaluation Scoring: 40</p>	<p>Amerishine P.O. Box 570774 Orlando, FL 32857</p> <p>Cost: \$1,683,755.00</p> <p>Rating used for Evaluation Scoring: 31</p>	<p>Building Maintenance Services, Inc. 283 Cranes Roost Blvd. Suite 105 Altamonte Springs, FL</p> <p>Cost: \$1,222,934.60</p> <p>Rating used for Evaluation Scoring: 42</p>	<p>The Budd Group 1820 N. Goldenrod Rd., Suite 102 Orlando, FL 32807</p> <p>Cost: \$1,029,457.00</p> <p>Rating used for Evaluation Scoring: 50</p>
Response #5	Response #6	Response #7	
<p>Grosvenor Building Services, Inc. 3398 Parkway Center Ct. Orlando, FL 32808</p> <p>Cost: \$1,169,259.00</p> <p>Rating used for Evaluation Scoring: 44</p>	<p>Owens, Renz and Lee Co., Inc. 222 West Comstock Ave. Winter Park, FL 32789</p> <p>Cost: \$1,129,579.73</p> <p>Rating used for Evaluation Scoring: 46</p>	<p>USSI 11220 Metro Pkwy, #14 Ft. Meyers, FL 33966</p> <p>Cost: \$2,936,860.00</p> <p>Rating used for Evaluation Scoring: 18</p>	

Firm	Proposed Price	% of lowest	Score
The Budd Group	\$1,029,457.00	100.00%	50
Owens, Renz and Lee Co., Inc.	\$1,129,579.73	90.36%	46
Building Maintenance Services, Inc.	\$1,222,934.60	89.49%	42
Grosvenor Building Services, Inc.	\$1,169,259.00	88.20%	44
A1A Cleaning Service, Inc.	\$1,282,826.61	80.34%	40
Amerishine	\$1,683,755.00	61.81%	31
USSI	\$2,936,860.00	34.62%	18

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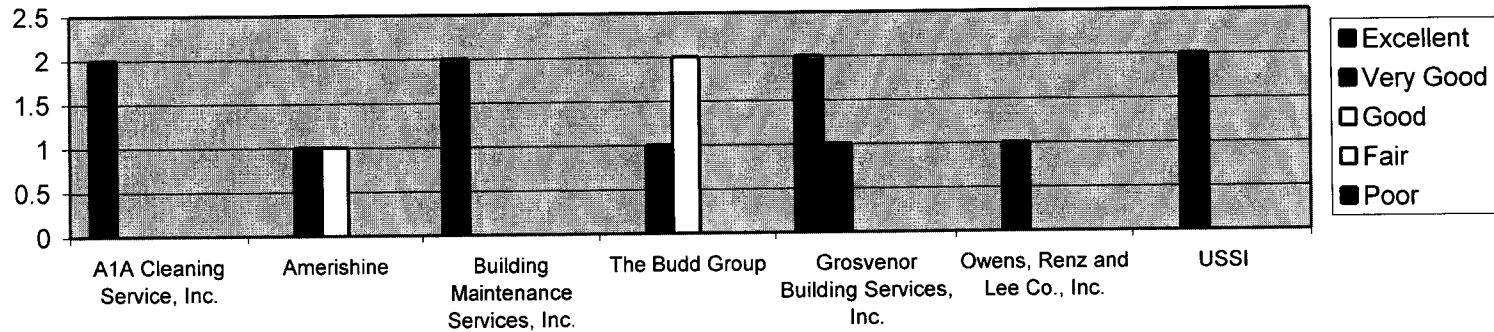
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RFP-1091-06/BLH
Custodial Services for Miscellaneous Seminole County Buildings

A1A Cleaning Service, Inc.
 Amerishine
 Building Maintenance Services, Inc.
 The Budd Group
 Grosvenor Building Services, Inc.
 Owens, Renz and Lee Co., Inc.
 USSI

Excellent	Very Good	Good	Fair	Poor	Total Responses
2	0	0	0	0	2
0	1	1	0	0	2
2	0	0	0	0	2
0	1	2	0	0	3
2	1	0	0	0	3
0	1	0	0	0	1
0	2	0	0	0	2

Survey Analysis

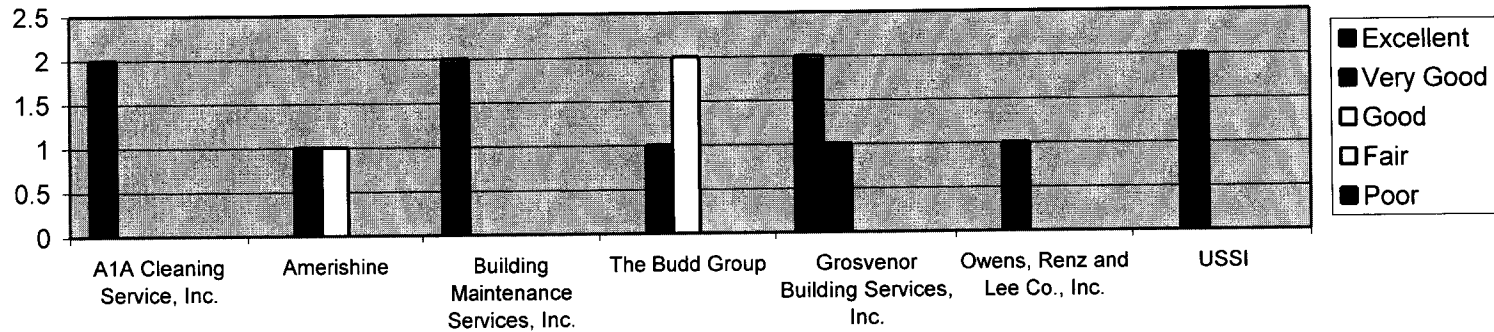


RFP-1091-06/BLH
Custodial Services for Miscellaneous Seminole County Buildings

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Excellent	Very Good	Good	Fair	Poor	Total Responses
2	0	0	0	0	2
0	1	1	0	0	2
2	0	0	0	0	2
0	1	2	0	0	3
2	1	0	0	0	3
0	1	0	0	0	1
0	2	0	0	0	2

Survey Analysis



RFP-1091-06/BLH
Custodial Services for Miscellaneous Seminole County Buildings

DATE
8/2/2006

TIME
1:30 PM

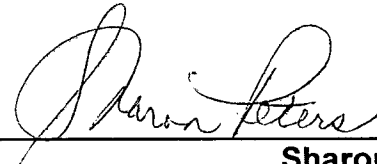
A1A Cleaning Service, Inc.
Amerishine
Building Maintenance Services, Inc.
The Budd Group
Grosvenor Building Services, Inc.
Owens, Renz and Lee Co., Inc.
USSI

Angi Thompson	Meloney Lung	Steve Howard	Sharon Peters	Kathryn Townsend	Total Points	RANKING
4	5	4	3	6	22	5
7	7	7	7	5	33	7
5	4	5	4	3	21	4
3	2	1	1	1	8	1
2	3	3	5	2	15	3
1	1	2	2	4	10	2
6	6	6	6	7	31	6

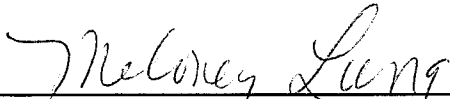
We approve the above stated ranking:



Angi Thompson



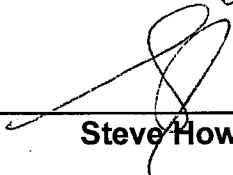
Sharon Peters



Meloney Lung



Kathryn Townsend



Steve Howard

RFP-1091-06/BLH - Custodial Services for Miscellaneous Seminole County Buildings

SUBMITTAL COMPANY NAME: A1A Cleaning Service, Inc.

QUALIFICATION COMMITTEE MEMBER: Angi Thompson

EVALUATION CONSIDERATIONS

INSTRUCTIONS: **Score each criterion up to the number of points allotted for each. The total number of points for all criterion will equal 100 points based on the following general guidelines:

- Outstanding, out-of-the-box, Innovative, Cost/Time Savings
- Excellent, Very Good, Solid in all respects.
- Good, No major weaknesses, Fully Acceptable as is
- Marginal, Weak, Workable but needs clarifications
- Unacceptable, Needs major help to be acceptable

****Describe strengths, weaknesses and deficiencies to support your assessment.**

PRICE: (50%)

- The format for submission of the price proposal is provided in the Bid Response, Exhibit "B" of the solicitation.

5th highest basic services

5th highest on add'l work

Score 40
(0-50%)

RESOURCES (15%)

- **Management:** Provide a list of proposed contract personnel, resumes for Project Manager and Alternate; Describe staffing levels at each location; Provide example of current Quality Control Plan; Propose Transition Plan.
- **Technical:** Contractor shall provide new equipment for this contract. Please note that all vacuum units shall have HEPA filters; Describe equipment to be used/kept onsite at each location; Describe transportation and movement of Personnel, Equipment and Materials; Indicate use of latest Cleaning Technology and Procedures.

also submit plan, resource alloc provided (1 person per loc?)

QC plan? ~~not~~, no details on equipment model type provided.

Score 10
(0-15%)

PAST PERFORMANCE (30%)

- Provide detailed information on contracts, including length of contract, similar in size and scope, performed over the last 5 years; Provide specific list of firms and contacts for professional reference checks.

1 other large account, others smaller; knowledge of all locs

exp. decline in same. no complaints in last year.

Score 20
(0-30%)

LOCATION (5%)

- Location of Contractor's office(s); Vendor must be able to meet all response time requirements set forth.

Service County, able to meet response time

Score 5
(0-5%)

Ranking 4

Total Score (0-100) 75

RFP-1091-06/BLH - Custodial Services for Miscellaneous Seminole County Buildings

SUBMITTAL COMPANY NAME: Amerishine

QUALIFICATION COMMITTEE MEMBER: Angi Thompson

EVALUATION CONSIDERATIONS

INSTRUCTIONS: **Score each criterion up to the number of points allotted for each. The total number of points for all criterion will equal 100 points based on the following general guidelines:

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****Describe strengths, weaknesses and deficiencies to support your assessment.**

PRICE: (50%)

- The format for submission of the price proposal is provided in the Bid Response, Exhibit "B" of the solicitation.

Is total correct? Figures don't add up. Hard to read (handwritten)
\$20 per carton is very high (delivery) - adds to total (750 cases = 15K)

Score 31
(0-50%)

RESOURCES (15%)

- **Management:** Provide a list of proposed contract personnel, resumes for Project Manager and Alternate; Describe staffing levels at each location; Provide example of current Quality Control Plan; Propose Transition Plan.
- **Technical:** Contractor shall provide new equipment for this contract. Please note that all vacuum units shall have HEPA filters; Describe equipment to be used/kept onsite at each location; Describe transportation and movement of Personnel, Equipment and Materials; Indicate use of latest Cleaning Technology and Procedures.

Phil assigned only to SC. 1 yr exp. req. for sen chieft⁽¹⁵⁾ quality not time⁽¹⁶⁾
3 hr. emerg reso (17), hrs. salary (18), training (enc. comp), 2 yr replace cycle
Resumes - who does what (bilingual &)

Score 12
(0-15%)

PAST PERFORMANCE (30%)

- Provide detailed information on contracts, including length of contract, similar in size and scope, performed over the last 5 years; Provide specific list of firms and contacts for professional reference checks.

See City ref from Orlando? - No sizes or refs. no length of contracts

Score 15
(0-30%)

LOCATION (5%)

- Location of Contractor's office(s); Vendor must be able to meet all response time requirements set forth.

Orlando? 8 hr. emerg. response time

Score 4
(0-5%)

Ranking 7

Total Score (0-100) 62

RFP-1091-06/BLH - Custodial Services for Miscellaneous Seminole County Buildings

SUBMITTAL COMPANY NAME: The Budd Group

QUALIFICATION COMMITTEE MEMBER: Angi Thompson

EVALUATION CONSIDERATIONS

INSTRUCTIONS: **Score each criterion up to the number of points allotted for each. The total number of points for all criterion will equal 100 points based on the following general guidelines:

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****Describe strengths, weaknesses and deficiencies to support your assessment.**

PRICE: (50%)

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low bid
3rd on add'l svcs
Score 50
(0-50%)

RESOURCES (15%)

- **Management:** Provide a list of proposed contract personnel, resumes for Project Manager and Alternate; Describe staffing levels at each location; Provide example of current Quality Control Plan; Propose Transition Plan.
- **Technical:** Contractor shall provide new equipment for this contract. Please note that all vacuum units shall have HEPA filters; Describe equipment to be used/kept onsite at each location; Describe transportation and movement of Personnel, Equipment and Materials; Indicate use of latest Cleaning Technology and Procedures.

more detail on resource allocation, more info on transition timeline
supervisor rate deficiencies
Score 10
(0-15%)

PAST PERFORMANCE (30%)

- Provide detailed information on contracts, including length of contract, similar in size and scope, performed over the last 5 years; Provide specific list of firms and contacts for professional reference checks.

SENA provided recs, Comp exp
Score 25
(0-30%)

LOCATION (5%)

- Location of Contractor's office(s); Vendor must be able to meet all response time requirements set forth.

Orlando
Score 4
(0-5%)

Ranking 3

Total Score (0-100) 69

RFP-1091-06/BLH - Custodial Services for Miscellaneous Seminole County Buildings

SUBMITTAL COMPANY NAME: Building Maintenance Services, Inc.

QUALIFICATION COMMITTEE MEMBER: Angi Thompson

EVALUATION CONSIDERATIONS

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missing #'s
total: 1,016,750? \$50/carton (750 = 37,500 X) - v. exp. expensive
Score 42
(0-50%)

RESOURCES (15%)

- **Management:** Provide a list of proposed contract personnel, resumes for Project Manager and Alternate; Describe staffing levels at each location; Provide example of current Quality Control Plan; Propose Transition Plan.
- **Technical:** Contractor shall provide new equipment for this contract. Please note that all vacuum units shall have HEPA filters; Describe equipment to be used/kept onsite at each location; Describe transportation and movement of Personnel, Equipment and Materials; Indicate use of latest Cleaning Technology and Procedures.

✓
Resumes - Atlanta or Orlando?; provided staffing levels (will these be adjusted if needed?) & equip
vacs not needed for park Rd; 12 employees
Score 12
(0-15%)

PAST PERFORMANCE (30%)

- Provide detailed information on contracts, including length of contract, similar in size and scope, performed over the last 5 years; Provide specific list of firms and contacts for professional reference checks.

length of contracts? Is anything local?
schools (25mil)
Score 15
(0-30%)

LOCATION (5%)

- Location of Contractor's office(s); Vendor must be able to meet all response time requirements set forth.

Altamonte Spgs; no time provided for response
Score 5
(0-5%)

Ranking 5

Total Score (0-100) 74

RFP-1091-06/BLH - Custodial Services for Miscellaneous Seminole County Buildings

SUBMITTAL COMPANY NAME: Grovesnor Building Services, Inc.

QUALIFICATION COMMITTEE MEMBER: Angi Thompson

EVALUATION CONSIDERATIONS

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price added up: per hour cost (4.95 x 750 = 3713)

Score 44
(0-50%)

RESOURCES (15%)

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Dedicated acct mgr. est. mgt team (3/8); employee roster (24 hrs); 100 staff assigned
advised staff plan; internal audit/rec prog; transition timeline? provided equip. specs
"green"

Score 17
(0-15%)

PAST PERFORMANCE (30%)

- Provide detailed information on contracts, including length of contract, similar in size and scope, performed over the last 5 years; Provide specific list of firms and contacts for professional reference checks.

40 years
80% 5/05

large acct, gov't acct,

Score 28
(0-30%)

LOCATION (5%)

- Location of Contractor's office(s); Vendor must be able to meet all response time requirements set forth.

Orlando response time for emergencies

Score 4
(0-5%)

Ranking 2

Total Score (0-100) 50

RFP-1091-06/BLH - Custodial Services for Miscellaneous Seminole County Buildings

SUBMITTAL COMPANY NAME: Owens, Renz and Lee Co, Inc.

QUALIFICATION COMMITTEE MEMBER: Angi Thompson

EVALUATION CONSIDERATIONS

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Some \$ missing - pricing in the dollar
linked additional page 0

Score 46
(0-50%)

RESOURCES (15%)

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dedicated mgr. assigned SWD, 3 vehicles (1/10/10), VERT system
full scale, 100% equipment photo

Score 15
(0-15%)

PAST PERFORMANCE (30%)

- Provide detailed information on contracts, including length of contract, similar in size and scope, performed over the last 5 years; Provide specific list of firms and contacts for professional reference checks.

never lost contract due to poor performance
10 years 500 sq ft, 1000 sq ft, 1000 sq ft, 1000 sq ft, 1000 sq ft
1000 sq ft, 1000 sq ft, 1000 sq ft, 1000 sq ft, 1000 sq ft

Score 30
(0-30%)

LOCATION (5%)

- Location of Contractor's office(s); Vendor must be able to meet all response time requirements set forth.

Winter Pl. located to County 15 min drive

Score 5
(0-5%)

Ranking 1

Total Score (0-100) 96

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SUBMITTAL COMPANY NAME: USSI

QUALIFICATION COMMITTEE MEMBER: Angi Thompson

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- **Describe strengths, weaknesses and deficiencies to support your assessment.**

PRICE: (50%)

- The format for submission of the price proposal is provided in the Bid Response, Exhibit "B" of the solicitation.

highest rated, price discrepancy (disclaimer)
on cost on odd prices

Score 16
(0-50%)

RESOURCES (15%)

- **Management:** Provide a list of proposed contract personnel, resumes for Project Manager and Alternate; Describe staffing levels at each location; Provide example of current Quality Control Plan; Propose Transition Plan.
- **Technical:** Contractor shall provide new equipment for this contract. Please note that all vacuum units shall have HEPA filters; Describe equipment to be used/kept onsite at each location; Describe transportation and movement of Personnel, Equipment and Materials; Indicate use of latest Cleaning Technology and Procedures.

management staff cross (hrs) this exp. to and ins, mach. tw?
benchmarking (discovery phase), 30 day trans plan, premios. chem,
ham clean

Score 14
(0-15%)

PAST PERFORMANCE (30%)

- Provide detailed information on contracts, including length of contract, similar in size and scope, performed over the last 5 years; Provide specific list of firms and contacts for professional reference checks.

Other Contris. Available Site

Score 30
(0-30%)

LOCATION (5%)

- Location of Contractor's office(s); Vendor must be able to meet all response time requirements set forth.

Multi City, 10 min drive

Score 4
(0-5%)

Ranking 6

Total Score (0-100) 66

*Guerrero/Barrio
Can be put together?*

*9.4 yrs
25 min*

RFP-1091-06/BLH - Custodial Services for Miscellaneous Seminole County Buildings

SUBMITTAL COMPANY NAME: A1A Cleaning Service, Inc.

QUALIFICATION COMMITTEE MEMBER: Meloney Lung

EVALUATION CONSIDERATIONS

INSTRUCTIONS: **Score each criterion up to the number of points allotted for each. The total number of points for all criterion will equal 100 points based on the following general guidelines:

- Outstanding, out-of-the-box, Innovative, Cost/Time Savings
- Excellent, Very Good, Solid in all respects.
- Good, No major weaknesses, Fully Acceptable as is
- Marginal, Weak, Workable but needs clarifications
- Unacceptable, Needs major help to be acceptable

****Describe strengths, weaknesses and deficiencies to support your assessment.**

PRICE: (50%)

- The format for submission of the price proposal is provided in the Bid Response, Exhibit "B" of the solicitation.

5th place on pricing
Score 40
(0-50%)

RESOURCES (15%)

- **Management:** Provide a list of proposed contract personnel, resumes for Project Manager and Alternate; Describe staffing levels at each location; Provide example of current Quality Control Plan; Propose Transition Plan.
- **Technical:** Contractor shall provide new equipment for this contract. Please note that all vacuum units shall have HEPA filters; Describe equipment to be used/kept onsite at each location; Describe transportation and movement of Personnel, Equipment and Materials; Indicate use of latest Cleaning Technology and Procedures.

bids indicate many use in the custodial services business
provided list a robot + floor project allocation chart
mentioned the use of microfiber technology
Score 10
(0-15%)

PAST PERFORMANCE (30%)

- Provide detailed information on contracts, including length of contract, similar in size and scope, performed over the last 5 years; Provide specific list of firms and contacts for professional reference checks.

2 large contract + 7 new contract since 2004
Did not indicate expiration
Score 25
(0-30%)

LOCATION (5%)

- Location of Contractor's office(s); Vendor must be able to meet all response time requirements set forth.

Very close - 7 to 10 minutes from Spts
< 30 minutes to most other locals
Score 5
(0-5%)

Ranking 5

Total Score (0-100) 80

RFP-1091-06/BLH - Custodial Services for Miscellaneous Seminole County Buildings

SUBMITTAL COMPANY NAME: Amerishine

QUALIFICATION COMMITTEE MEMBER: Meloney Lung

EVALUATION CONSIDERATIONS

INSTRUCTIONS: **Score each criterion up to the number of points allotted for each. The total number of points for all criterion will equal 100 points based on the following general guidelines:

- Outstanding, out-of-the-box, Innovative, Cost/Time Savings
- Excellent, Very Good, Solid in all respects.
- Good, No major weaknesses, Fully Acceptable as is
- Marginal, Weak, Workable but needs clarifications
- Unacceptable, Needs major help to be acceptable

****Describe strengths, weaknesses and deficiencies to support your assessment.**

PRICE: (50%)

- The format for submission of the price proposal is provided in the Bid Response, Exhibit "B" of the solicitation.

6 of 7 highest in pricing
\$22 P/D on paper protects - high
Score 31
(0-50%)

RESOURCES (15%)

- **Management:** Provide a list of proposed contract personnel, resumes for Project Manager and Alternate; Describe staffing levels at each location; Provide example of current Quality Control Plan; Propose Transition Plan.
- **Technical:** Contractor shall provide new equipment for this contract. Please note that all vacuum units shall have HEPA filters; Describe equipment to be used/kept onsite at each location; Describe transportation and movement of Personnel, Equipment and Materials; Indicate use of latest Cleaning Technology and Procedures.

provided resumes - NO list of equipment -
Did provide cleaning info on floor covers we do have
Score 5
(0-15%)

PAST PERFORMANCE (30%)

- Provide detailed information on contracts, including length of contract, similar in size and scope, performed over the last 5 years; Provide specific list of firms and contacts for professional reference checks.

Listed several contract - However failed to
list length of contract, size, etc.
Score 10
(0-30%)

LOCATION (5%)

- Location of Contractor's office(s); Vendor must be able to meet all response time requirements set forth.

P.O. Box listed in Orlando - NO physical address listed
Score 4
(0-5%)

Ranking 7

Total Score (0-100) 50

RFP-1091-06/BLH - Custodial Services for Miscellaneous Seminole County Buildings

SUBMITTAL COMPANY NAME: The Budd Group

QUALIFICATION COMMITTEE MEMBER: Meloney Lung

EVALUATION CONSIDERATIONS

INSTRUCTIONS: **Score each criterion up to the number of points allotted for each. The total number of points for all criterion will equal 100 points based on the following general guidelines:

- Outstanding, out-of-the-box, Innovative, Cost/Time Savings
 - Excellent, Very Good, Solid in all respects.
 - Good, No major weaknesses, Fully Acceptable as is
 - Marginal, Weak, Workable but needs clarifications
 - Unacceptable, Needs major help to be acceptable
- **Describe strengths, weaknesses and deficiencies to support your assessment.**

PRICE: (50%)

- The format for submission of the price proposal is provided in the Bid Response, Exhibit "B" of the solicitation.

lowest bidder

Score 50
(0-50%)

RESOURCES (15%)

- **Management:** Provide a list of proposed contract personnel, resumes for Project Manager and Alternate; Describe staffing levels at each location; Provide example of current Quality Control Plan; Propose Transition Plan.
- **Technical:** Contractor shall provide new equipment for this contract. Please note that all vacuum units shall have HEPA filters; Describe equipment to be used/kept onsite at each location; Describe transportation and movement of Personnel, Equipment and Materials; Indicate use of latest Cleaning Technology and Procedures.

Discussed Transition
NO resumes - However did provide summaries of several key positions - provided general list of equipment

Score 10
(0-15%)

PAST PERFORMANCE (30%)

- Provide detailed information on contracts, including length of contract, similar in size and scope, performed over the last 5 years; Provide specific list of firms and contacts for professional reference checks.

Provided 71 past or present clients - All out of state
NO length of contracts indicated

Score 25
(0-30%)

LOCATION (5%)

- Location of Contractor's office(s); Vendor must be able to meet all response time requirements set forth.

located in N. Goldenrod Rd - Orlando

Score 4
(0-5%)

Ranking 2

Total Score (0-100) 89

RFP-1091-06/BLH - Custodial Services for Miscellaneous Seminole County Buildings

SUBMITTAL COMPANY NAME: Building Maintenance Services, Inc.

QUALIFICATION COMMITTEE MEMBER: Meloney Lung

EVALUATION CONSIDERATIONS

INSTRUCTIONS: **Score each criterion up to the number of points allotted for each. The total number of points for all criterion will equal 100 points based on the following general guidelines:

- Outstanding, out-of-the-box, Innovative, Cost/Time Savings
- Excellent, Very Good, Solid in all respects.
- Good, No major weaknesses, Fully Acceptable as is
- Marginal, Weak, Workable but needs clarifications
- Unacceptable, Needs major help to be acceptable

****Describe strengths, weaknesses and deficiencies to support your assessment.**

PRICE: (50%)

- The format for submission of the price proposal is provided in the Bid Response, Exhibit "B" of the solicitation.

307 Lowest

Score 42
(0-50%)

RESOURCES (15%)

- **Management:** Provide a list of proposed contract personnel, resumes for Project Manager and Alternate; Describe staffing levels at each location; Provide example of current Quality Control Plan; Propose Transition Plan.
- **Technical:** Contractor shall provide new equipment for this contract. Please note that all vacuum units shall have HEPA filters; Describe equipment to be used/kept onsite at each location; Describe transportation and movement of Personnel, Equipment and Materials; Indicate use of latest Cleaning Technology and Procedures.

Short Resumes - transition program
provided list of equipment for each location

Score 10
(0-15%)

PAST PERFORMANCE (30%)

- Provide detailed information on contracts, including length of contract, similar in size and scope, performed over the last 5 years; Provide specific list of firms and contacts for professional reference checks.

provided reference - all out of state

Did not indicate if current contracts + whether expre

Score 25
(0-30%)

LOCATION (5%)

- Location of Contractor's office(s); Vendor must be able to meet all response time requirements set forth.

Altamonte Springs

Score 5
(0-5%)

Ranking 4

Total Score (0-100) 82

RFP-1091-06/BLH - Custodial Services for Miscellaneous Seminole County Buildings

SUBMITTAL COMPANY NAME: Grovesnor Building Services, Inc.

QUALIFICATION COMMITTEE MEMBER: Meloney Lung

EVALUATION CONSIDERATIONS

INSTRUCTIONS: **Score each criterion up to the number of points allotted for each. The total number of points for all criterion will equal 100 points based on the following general guidelines:

- Outstanding, out-of-the-box, Innovative, Cost/Time Savings
- Excellent, Very Good, Solid in all respects.
- Good, No major weaknesses, Fully Acceptable as is
- Marginal, Weak, Workable but needs clarifications
- Unacceptable, Needs major help to be acceptable

****Describe strengths, weaknesses and deficiencies to support your assessment.**

PRICE: (50%)

- The format for submission of the price proposal is provided in the Bid Response, Exhibit "B" of the solicitation.

4th highest out of 7

Score 44
(0-50%)

RESOURCES (15%)

- **Management:** Provide a list of proposed contract personnel, resumes for Project Manager and Alternate; Describe staffing levels at each location; Provide example of current Quality Control Plan; Propose Transition Plan.
- **Technical:** Contractor shall provide new equipment for this contract. Please note that all vacuum units shall have HEPA filters; Describe equipment to be used/kept onsite at each location; Describe transportation and movement of Personnel, Equipment and Materials; Indicate use of latest Cleaning Technology and Procedures.

Provided buy info on stuff - 3 resumes on persons w/ exp on our account
Provided transition plan - provided list of equipment + Specs

Score 12
(0-15%)

PAST PERFORMANCE (30%)

- Provide detailed information on contracts, including length of contract, similar in size and scope, performed over the last 5 years; Provide specific list of firms and contacts for professional reference checks.

Provided several vendors with large sq. footage
Provide contract details

Score 28
(0-30%)

LOCATION (5%)

- Location of Contractor's office(s); Vendor must be able to meet all response time requirements set forth.

Orlando

Score 3
(0-5%)

Ranking 3

Total Score (0-100) 87

RFP-1091-06/BLH - Custodial Services for Miscellaneous Seminole County Buildings

SUBMITTAL COMPANY NAME: Owens, Renz and Lee Co, Inc.

QUALIFICATION COMMITTEE MEMBER: Meloney Lung

EVALUATION CONSIDERATIONS

INSTRUCTIONS: **Score each criterion up to the number of points allotted for each. The total number of points for all criterion will equal 100 points based on the following general guidelines:

- Outstanding, out-of-the-box, Innovative, Cost/Time Savings
 - Excellent, Very Good, Solid in all respects.
 - Good, No major weaknesses, Fully Acceptable as is
 - Marginal, Weak, Workable but needs clarifications
 - Unacceptable, Needs major help to be acceptable
- **Describe strengths, weaknesses and deficiencies to support your assessment.**

PRICE: (50%)

- The format for submission of the price proposal is provided in the Bid Response, Exhibit "B" of the solicitation.

2nd lowest

Score 46
(0-50%)

RESOURCES (15%)

- **Management:** Provide a list of proposed contract personnel, resumes for Project Manager and Alternate; Describe staffing levels at each location; Provide example of current Quality Control Plan; Propose Transition Plan.
- **Technical:** Contractor shall provide new equipment for this contract. Please note that all vacuum units shall have HEPA filters; Describe equipment to be used/kept onsite at each location; Describe transportation and movement of Personnel, Equipment and Materials; Indicate use of latest Cleaning Technology and Procedures.

Provided resumes for executive management + operations staff
Equipment #s provided, equipment Specs provided
Transition plan provided with the bid

Score 15
(0-15%)

PAST PERFORMANCE (30%)

- Provide detailed information on contracts, including length of contract, similar in size and scope, performed over the last 5 years; Provide specific list of firms and contacts for professional reference checks.

provided references with sq ft - did not include contract term

Score 25
(0-30%)

LOCATION (5%)

- Location of Contractor's office(s); Vendor must be able to meet all response time requirements set forth.

Winter Park

Score 4
(0-5%)

Ranking 1

Total Score (0-100) 90

RFP-1091-06/BLH - Custodial Services for Miscellaneous Seminole County Buildings

SUBMITTAL COMPANY NAME: USSI

QUALIFICATION COMMITTEE MEMBER: Meloney Lung

EVALUATION CONSIDERATIONS

INSTRUCTIONS: **Score each criterion up to the number of points allotted for each. The total number of points for all criterion will equal 100 points based on the following general guidelines:

- Outstanding, out-of-the-box, Innovative, Cost/Time Savings
- Excellent, Very Good, Solid in all respects.
- Good, No major weaknesses, Fully Acceptable as is
- Marginal, Weak, Workable but needs clarifications
- Unacceptable, Needs major help to be acceptable

****Describe strengths, weaknesses and deficiencies to support your assessment.**

PRICE: (50%)

- The format for submission of the price proposal is provided in the Bid Response, Exhibit "B" of the solicitation.

Highest priced out of 7 bids

Score 18
(0-50%)

RESOURCES (15%)

- **Management:** Provide a list of proposed contract personnel, resumes for Project Manager and Alternate; Describe staffing levels at each location; Provide example of current Quality Control Plan; Propose Transition Plan.
- **Technical:** Contractor shall provide new equipment for this contract. Please note that all vacuum units shall have HEPA filters; Describe equipment to be used/kept onsite at each location; Describe transportation and movement of Personnel, Equipment and Materials; Indicate use of latest Cleaning Technology and Procedures.

Provided resumes for Project Manager, Supervisor + Custodian
Provided transition with timeline
Provided information on the type of equipment

Score 12
(0-15%)

PAST PERFORMANCE (30%)

- Provide detailed information on contracts, including length of contract, similar in size and scope, performed over the last 5 years; Provide specific list of firms and contacts for professional reference checks.

provided contract information with similar size -
provided pricing + contract start dates

Score 25
(0-30%)

LOCATION (5%)

- Location of Contractor's office(s); Vendor must be able to meet all response time requirements set forth.

Orlando

Score 4
(0-5%)

Ranking 6

Total Score (0-100) 59

RFP-1091-06/BLH - Custodial Services for Miscellaneous Seminole County Buildings

SUBMITTAL COMPANY NAME: A1A Cleaning Service, Inc.

QUALIFICATION COMMITTEE MEMBER: Steve Howard

EVALUATION CONSIDERATIONS

INSTRUCTIONS: **Score each criterion up to the number of points allotted for each. The total number of points for all criterion will equal 100 points based on the following general guidelines:

- Outstanding, out-of-the-box, Innovative, Cost/Time Savings
 - Excellent, Very Good, Solid in all respects.
 - Good, No major weaknesses, Fully Acceptable as is
 - Marginal, Weak, Workable but needs clarifications
 - Unacceptable, Needs major help to be acceptable
- **Describe strengths, weaknesses and deficiencies to support your assessment.**

PRICE: (50%)

- The format for submission of the price proposal is provided in the Bid Response, Exhibit "B" of the solicitation.

Score 40
(0-50%)

RESOURCES (15%)

- **Management:** Provide a list of proposed contract personnel, resumes for Project Manager and Alternate; Describe staffing levels at each location; Provide example of current Quality Control Plan; Propose Transition Plan.
- **Technical:** Contractor shall provide new equipment for this contract. Please note that all vacuum units shall have HEPA filters; Describe equipment to be used/kept onsite at each location; Describe transportation and movement of Personnel, Equipment and Materials; Indicate use of latest Cleaning Technology and Procedures.

Score 8
(0-15%)

PAST PERFORMANCE (30%)

- Provide detailed information on contracts, including length of contract, similar in size and scope, performed over the last 5 years; Provide specific list of firms and contacts for professional reference checks.

Score 30
(0-30%)

LOCATION (5%)

- Location of Contractor's office(s); Vendor must be able to meet all response time requirements set forth.

Score 5
(0-5%)

Ranking 4

Total Score (0-100) 83

RFP-1091-06/BLH - Custodial Services for Miscellaneous Seminole County Buildings

SUBMITTAL COMPANY NAME: Amerishine

QUALIFICATION COMMITTEE MEMBER: Steve Howard

EVALUATION CONSIDERATIONS

INSTRUCTIONS: **Score each criterion up to the number of points allotted for each. The total number of points for all criterion will equal 100 points based on the following general guidelines:

- Outstanding, out-of-the-box, Innovative, Cost/Time Savings
- Excellent, Very Good, Solid in all respects.
- Good, No major weaknesses, Fully Acceptable as is
- Marginal, Weak, Workable but needs clarifications
- Unacceptable, Needs major help to be acceptable

****Describe strengths, weaknesses and deficiencies to support your assessment.**

PRICE: (50%)

- The format for submission of the price proposal is provided in the Bid Response, Exhibit "B" of the solicitation.

Score 31
(0-50%)

RESOURCES (15%)

- **Management:** Provide a list of proposed contract personnel, resumes for Project Manager and Alternate; Describe staffing levels at each location; Provide example of current Quality Control Plan; Propose Transition Plan.
- **Technical:** Contractor shall provide new equipment for this contract. Please note that all vacuum units shall have HEPA filters; Describe equipment to be used/kept onsite at each location; Describe transportation and movement of Personnel, Equipment and Materials; Indicate use of latest Cleaning Technology and Procedures.

Score 2
(0-15%)

PAST PERFORMANCE (30%)

- Provide detailed information on contracts, including length of contract, similar in size and scope, performed over the last 5 years; Provide specific list of firms and contacts for professional reference checks.

Score 10
(0-30%)

LOCATION (5%)

- Location of Contractor's office(s); Vendor must be able to meet all response time requirements set forth.

Score 4
(0-5%)

Ranking 7

Total Score (0-100) 47

RFP-1091-06/BLH - Custodial Services for Miscellaneous Seminole County Buildings

SUBMITTAL COMPANY NAME: The Budd Group

QUALIFICATION COMMITTEE MEMBER: Steve Howard

EVALUATION CONSIDERATIONS

INSTRUCTIONS: **Score each criterion up to the number of points allotted for each. The total number of points for all criterion will equal 100 points based on the following general guidelines:

- Outstanding, out-of-the-box, Innovative, Cost/Time Savings
 - Excellent, Very Good, Solid in all respects.
 - Good, No major weaknesses, Fully Acceptable as is
 - Marginal, Weak, Workable but needs clarifications
 - Unacceptable, Needs major help to be acceptable
- **Describe strengths, weaknesses and deficiencies to support your assessment.**

PRICE: (50%)

- The format for submission of the price proposal is provided in the Bid Response, Exhibit "B" of the solicitation.

Score 50
(0-50%)

RESOURCES (15%)

- **Management:** Provide a list of proposed contract personnel, resumes for Project Manager and Alternate; Describe staffing levels at each location; Provide example of current Quality Control Plan; Propose Transition Plan.
- **Technical:** Contractor shall provide new equipment for this contract. Please note that all vacuum units shall have HEPA filters; Describe equipment to be used/kept onsite at each location; Describe transportation and movement of Personnel, Equipment and Materials; Indicate use of latest Cleaning Technology and Procedures.

Score 12
(0-15%)

PAST PERFORMANCE (30%)

- Provide detailed information on contracts, including length of contract, similar in size and scope, performed over the last 5 years; Provide specific list of firms and contacts for professional reference checks.

Score 25
(0-30%)

LOCATION (5%)

- Location of Contractor's office(s); Vendor must be able to meet all response time requirements set forth.

Score 4
(0-5%)

Ranking 1

Total Score (0-100) 91

RFP-1091-06/BLH - Custodial Services for Miscellaneous Seminole County Buildings

SUBMITTAL COMPANY NAME: Building Maintenance Services, Inc.

QUALIFICATION COMMITTEE MEMBER: Steve Howard

EVALUATION CONSIDERATIONS

INSTRUCTIONS: **Score each criterion up to the number of points allotted for each. The total number of points for all criterion will equal 100 points based on the following general guidelines:

- Outstanding, out-of-the-box, Innovative, Cost/Time Savings
- Excellent, Very Good, Solid in all respects.
- Good, No major weaknesses, Fully Acceptable as is
- Marginal, Weak, Workable but needs clarifications
- Unacceptable, Needs major help to be acceptable

****Describe strengths, weaknesses and deficiencies to support your assessment.**

PRICE: (50%)

- The format for submission of the price proposal is provided in the Bid Response, Exhibit "B" of the solicitation.

Score 42
(0-50%)

RESOURCES (15%)

- **Management:** Provide a list of proposed contract personnel, resumes for Project Manager and Alternate; Describe staffing levels at each location; Provide example of current Quality Control Plan; Propose Transition Plan.
- **Technical:** Contractor shall provide new equipment for this contract. Please note that all vacuum units shall have HEPA filters; Describe equipment to be used/kept onsite at each location; Describe transportation and movement of Personnel, Equipment and Materials; Indicate use of latest Cleaning Technology and Procedures.

Score 10
(0-15%)

PAST PERFORMANCE (30%)

- Provide detailed information on contracts, including length of contract, similar in size and scope, performed over the last 5 years; Provide specific list of firms and contacts for professional reference checks.

Score 25
(0-30%)

LOCATION (5%)

- Location of Contractor's office(s); Vendor must be able to meet all response time requirements set forth.

Score 5
(0-5%)

Ranking 5

Total Score (0-100) 82

RFP-1091-06/BLH - Custodial Services for Miscellaneous Seminole County Buildings

SUBMITTAL COMPANY NAME: Grovesnor Building Services, Inc.

QUALIFICATION COMMITTEE MEMBER: Steve Howard

EVALUATION CONSIDERATIONS

INSTRUCTIONS: **Score each criterion up to the number of points allotted for each. The total number of points for all criterion will equal 100 points based on the following general guidelines:

- Outstanding, out-of-the-box, Innovative, Cost/Time Savings
- Excellent, Very Good, Solid in all respects.
- Good, No major weaknesses, Fully Acceptable as is
- Marginal, Weak, Workable but needs clarifications
- Unacceptable, Needs major help to be acceptable

****Describe strengths, weaknesses and deficiencies to support your assessment.**

PRICE: (50%)

- The format for submission of the price proposal is provided in the Bid Response, Exhibit "B" of the solicitation.

Score 44
(0-50%)

RESOURCES (15%)

- **Management:** Provide a list of proposed contract personnel, resumes for Project Manager and Alternate; Describe staffing levels at each location; Provide example of current Quality Control Plan; Propose Transition Plan.
- **Technical:** Contractor shall provide new equipment for this contract. Please note that all vacuum units shall have HEPA filters; Describe equipment to be used/kept onsite at each location; Describe transportation and movement of Personnel, Equipment and Materials; Indicate use of latest Cleaning Technology and Procedures.

Score 10
(0-15%)

PAST PERFORMANCE (30%)

- Provide detailed information on contracts, including length of contract, similar in size and scope, performed over the last 5 years; Provide specific list of firms and contacts for professional reference checks.

Score 30
(0-30%)

LOCATION (5%)

- Location of Contractor's office(s); Vendor must be able to meet all response time requirements set forth.

Score 4
(0-5%)

Ranking 3

Total Score (0-100) 88

RFP-1091-06/BLH - Custodial Services for Miscellaneous Seminole County Buildings

SUBMITTAL COMPANY NAME: Owens, Renz and Lee Co, Inc.

QUALIFICATION COMMITTEE MEMBER: Steve Howard

EVALUATION CONSIDERATIONS

INSTRUCTIONS: **Score each criterion up to the number of points allotted for each. The total number of points for all criterion will equal 100 points based on the following general guidelines:

- Outstanding, out-of-the-box, Innovative, Cost/Time Savings
- Excellent, Very Good, Solid in all respects.
- Good, No major weaknesses, Fully Acceptable as is
- Marginal, Weak, Workable but needs clarifications
- Unacceptable, Needs major help to be acceptable

****Describe strengths, weaknesses and deficiencies to support your assessment.**

PRICE: (50%)

- The format for submission of the price proposal is provided in the Bid Response, Exhibit "B" of the solicitation.

Score 46
(0-50%)

RESOURCES (15%)

- **Management:** Provide a list of proposed contract personnel, resumes for Project Manager and Alternate; Describe staffing levels at each location; Provide example of current Quality Control Plan; Propose Transition Plan.
- **Technical:** Contractor shall provide new equipment for this contract. Please note that all vacuum units shall have HEPA filters; Describe equipment to be used/kept onsite at each location; Describe transportation and movement of Personnel, Equipment and Materials; Indicate use of latest Cleaning Technology and Procedures.

Score 4
(0-15%)

PAST PERFORMANCE (30%)

- Provide detailed information on contracts, including length of contract, similar in size and scope, performed over the last 5 years; Provide specific list of firms and contacts for professional reference checks.

Score 26
(0-30%)

LOCATION (5%)

- Location of Contractor's office(s); Vendor must be able to meet all response time requirements set forth.

Score 4
(0-5%)

Ranking 2

Total Score (0-100) 90

RFP-1091-06/BLH - Custodial Services for Miscellaneous Seminole County Buildings

SUBMITTAL COMPANY NAME: USSI

QUALIFICATION COMMITTEE MEMBER: Steve Howard

EVALUATION CONSIDERATIONS

INSTRUCTIONS: **Score each criterion up to the number of points allotted for each. The total number of points for all criterion will equal 100 points based on the following general guidelines:

- Outstanding, out-of-the-box, Innovative, Cost/Time Savings
- Excellent, Very Good, Solid in all respects.
- Good, No major weaknesses, Fully Acceptable as is
- Marginal, Weak, Workable but needs clarifications
- Unacceptable, Needs major help to be acceptable

****Describe strengths, weaknesses and deficiencies to support your assessment.**

PRICE: (50%)

- The format for submission of the price proposal is provided in the Bid Response, Exhibit "B" of the solicitation.

Score 18
(0-50%)

RESOURCES (15%)

- **Management:** Provide a list of proposed contract personnel, resumes for Project Manager and Alternate; Describe staffing levels at each location; Provide example of current Quality Control Plan; Propose Transition Plan.
- **Technical:** Contractor shall provide new equipment for this contract. Please note that all vacuum units shall have HEPA filters; Describe equipment to be used/kept onsite at each location; Describe transportation and movement of Personnel, Equipment and Materials; Indicate use of latest Cleaning Technology and Procedures.

Score 14
(0-15%)

PAST PERFORMANCE (30%)

- Provide detailed information on contracts, including length of contract, similar in size and scope, performed over the last 5 years; Provide specific list of firms and contacts for professional reference checks.

Score 30
(0-30%)

LOCATION (5%)

- Location of Contractor's office(s); Vendor must be able to meet all response time requirements set forth.

Score 4
(0-5%)

Ranking 6

Total Score (0-100) 66

RFP-1091-06/BLH - Custodial Services for Miscellaneous Seminole County Buildings

SUBMITTAL COMPANY NAME: A1A Cleaning Service, Inc.

QUALIFICATION COMMITTEE MEMBER: Kathryn Townsend

EVALUATION CONSIDERATIONS

INSTRUCTIONS: **Score each criterion up to the number of points allotted for each. The total number of points for all criterion will equal 100 points based on the following general guidelines:

- Outstanding, out-of-the-box, Innovative, Cost/Time Savings
- Excellent, Very Good, Solid in all respects.
- Good, No major weaknesses, Fully Acceptable as is
- Marginal, Weak, Workable but needs clarifications
- Unacceptable, Needs major help to be acceptable

****Describe strengths, weaknesses and deficiencies to support your assessment.**

PRICE: (50%)

- The format for submission of the price proposal is provided in the Bid Response, Exhibit "B" of the solicitation.

Application is minimal & general

Score 40
(0-50%)

RESOURCES (15%)

- **Management:** Provide a list of proposed contract personnel, resumes for Project Manager and Alternate; Describe staffing levels at each location; Provide example of current Quality Control Plan; Propose Transition Plan.
- **Technical:** Contractor shall provide new equipment for this contract. Please note that all vacuum units shall have HEPA filters; Describe equipment to be used/kept onsite at each location; Describe transportation and movement of Personnel, Equipment and Materials; Indicate use of latest Cleaning Technology and Procedures.

Standard - non motivating

Score 10
(0-15%)

PAST PERFORMANCE (30%)

- Provide detailed information on contracts, including length of contract, similar in size and scope, performed over the last 5 years; Provide specific list of firms and contacts for professional reference checks.

Not satisfactory in PSB - floors dirty - BK not kept
Never see day porter - pullen employees -
Contracts - new 1998 oldest

Score 10
(0-30%)

LOCATION (5%)

- Location of Contractor's office(s); Vendor must be able to meet all response time requirements set forth.

Local - Seminole Cty Co

Score 5
(0-5%)

Ranking _____

Total Score (0-100) 65

RFP-1091-06/BLH - Custodial Services for Miscellaneous Seminole County Buildings

SUBMITTAL COMPANY NAME: Amerishine

QUALIFICATION COMMITTEE MEMBER: Kathryn Townsend

EVALUATION CONSIDERATIONS

INSTRUCTIONS: **Score each criterion up to the number of points allotted for each. The total number of points for all criterion will equal 100 points based on the following general guidelines:

- Outstanding, out-of-the-box, Innovative, Cost/Time Savings
- Excellent, Very Good, Solid in all respects.
- Good, No major weaknesses, Fully Acceptable as is
- Marginal, Weak, Workable but needs clarifications
- Unacceptable, Needs major help to be acceptable

****Describe strengths, weaknesses and deficiencies to support your assessment.**

PRICE: (50%)

- The format for submission of the price proposal is provided in the Bid Response, Exhibit "B" of the solicitation.

3 hr response time (for 24 hr response)
use of personal protective equip; Accessible management -
Score 31
(0-50%)

RESOURCES (15%)

- **Management:** Provide a list of proposed contract personnel, resumes for Project Manager and Alternate; Describe staffing levels at each location; Provide example of current Quality Control Plan; Propose Transition Plan.
- **Technical:** Contractor shall provide new equipment for this contract. Please note that all vacuum units shall have HEPA filters; Describe equipment to be used/kept onsite at each location; Describe transportation and movement of Personnel, Equipment and Materials; Indicate use of latest Cleaning Technology and Procedures.

Good research on floors; cleaning protocol
Score 10
(0-15%)

PAST PERFORMANCE (30%)

- Provide detailed information on contracts, including length of contract, similar in size and scope, performed over the last 5 years; Provide specific list of firms and contacts for professional reference checks.

Good tracking in place; good programs for
employee retention & training - City of Orlando - Best in 13 yrs -
Score 30
(0-30%)

LOCATION (5%)

- Location of Contractor's office(s); Vendor must be able to meet all response time requirements set forth.

Orlando - claim 3 hr response time
Score 5
(0-5%)

Ranking _____

Total Score (0-100) 76

RFP-1091-06/BLH - Custodial Services for Miscellaneous Seminole County Buildings

SUBMITTAL COMPANY NAME: Building Maintenance Services, Inc.

QUALIFICATION COMMITTEE MEMBER: Kathryn Townsend

EVALUATION CONSIDERATIONS

INSTRUCTIONS: **Score each criterion up to the number of points allotted for each. The total number of points for all criterion will equal 100 points based on the following general guidelines:

- Outstanding, out-of-the-box, Innovative, Cost/Time Savings
 - Excellent, Very Good, Solid in all respects.
 - Good, No major weaknesses, Fully Acceptable as is
 - Marginal, Weak, Workable but needs clarifications
 - Unacceptable, Needs major help to be acceptable
- **Describe strengths, weaknesses and deficiencies to support your assessment.**

PRICE: (50%)

- The format for submission of the price proposal is provided in the Bid Response, Exhibit "B" of the solicitation.

6 custodians (SOPS); portion - 6 30/90c
Pool quality control
3 hrs/day; 6 custodians
Score 45
(0-50%)

RESOURCES (15%)

- **Management:** Provide a list of proposed contract personnel, resumes for Project Manager and Alternate; Describe staffing levels at each location; Provide example of current Quality Control Plan; Propose Transition Plan.
- **Technical:** Contractor shall provide new equipment for this contract. Please note that all vacuum units shall have HEPA filters; Describe equipment to be used/kept onsite at each location; Describe transportation and movement of Personnel, Equipment and Materials; Indicate use of latest Cleaning Technology and Procedures.

very qualified staff - good training
pool transition plan
Score 10
(0-15%)

PAST PERFORMANCE (30%)

- Provide detailed information on contracts, including length of contract, similar in size and scope, performed over the last 5 years; Provide specific list of firms and contacts for professional reference checks.

Law Enforcement cooperative Good for Atlanta
Present contracts pleased to work Schools
Doctors go - sterile environment
Score 30
(0-30%)

LOCATION (5%)

- Location of Contractor's office(s); Vendor must be able to meet all response time requirements set forth.

Centrally located
Score 5
(0-5%)

Ranking _____

Total Score (0-100) 91

RFP-1091-06/BLH - Custodial Services for Miscellaneous Seminole County Buildings

SUBMITTAL COMPANY NAME: The Budd Group

QUALIFICATION COMMITTEE MEMBER: Kathryn Townsend

EVALUATION CONSIDERATIONS

INSTRUCTIONS: **Score each criterion up to the number of points allotted for each. The total number of points for all criterion will equal 100 points based on the following general guidelines:

- Outstanding, out-of-the-box, Innovative, Cost/Time Savings
- Excellent, Very Good, Solid in all respects.
- Good, No major weaknesses, Fully Acceptable as is
- Marginal, Weak, Workable but needs clarifications
- Unacceptable, Needs major help to be acceptable

****Describe strengths, weaknesses and deficiencies to support your assessment.**

PRICE: (50%)

- The format for submission of the price proposal is provided in the Bid Response, Exhibit "B" of the solicitation.

use of Blackberry communication - response not very detailed

Score 50
(0-50%)

RESOURCES (15%)

- **Management:** Provide a list of proposed contract personnel, resumes for Project Manager and Alternate; Describe staffing levels at each location; Provide example of current Quality Control Plan; Propose Transition Plan.
- **Technical:** Contractor shall provide new equipment for this contract. Please note that all vacuum units shall have HEPA filters; Describe equipment to be used/kept onsite at each location; Describe transportation and movement of Personnel, Equipment and Materials; Indicate use of latest Cleaning Technology and Procedures.

Sheet requirements

Score 10
(0-15%)

PAST PERFORMANCE (30%)

- Provide detailed information on contracts, including length of contract, similar in size and scope, performed over the last 5 years; Provide specific list of firms and contacts for professional reference checks.

Wake Forest Univ - 26 yrs - High Pt Univ - 16 yrs
various standing contracts

Score 30
(0-30%)

LOCATION (5%)

- Location of Contractor's office(s); Vendor must be able to meet all response time requirements set forth.

Corp n.c. - local Orlando no Response time guide
Wake Forest - 26 yrs

Score 5
(0-5%)

Ranking _____

Total Score (0-100) 95

RFP-1091-06/BLH - Custodial Services for Miscellaneous Seminole County Buildings

SUBMITTAL COMPANY NAME:

Grovesnor Building Services, Inc.

QUALIFICATION COMMITTEE MEMBER:

Kathryn Townsend

EVALUATION CONSIDERATIONS

INSTRUCTIONS: **Score each criterion up to the number of points allotted for each. The total number of points for all criterion will equal 100 points based on the following general guidelines:

- Outstanding, out-of-the-box, Innovative, Cost/Time Savings
- Excellent, Very Good, Solid in all respects.
- Good, No major weaknesses, Fully Acceptable as is
- Marginal, Weak, Workable but needs clarifications
- Unacceptable, Needs major help to be acceptable

****Describe strengths, weaknesses and deficiencies to support your assessment.**

PRICE: (50%)

- The format for submission of the price proposal is provided in the Bid Response, Exhibit "B" of the solicitation.

** 7stopp for PSB - 3 hr/day - 1 at 5 hr/day - 1 @ 4 hr/day
Done -*

Score 44
(0-50%)

RESOURCES (15%)

- **Management:** Provide a list of proposed contract personnel, resumes for Project Manager and Alternate; Describe staffing levels at each location; Provide example of current Quality Control Plan; Propose Transition Plan.
- **Technical:** Contractor shall provide new equipment for this contract. Please note that all vacuum units shall have HEPA filters; Describe equipment to be used/kept onsite at each location; Describe transportation and movement of Personnel, Equipment and Materials; Indicate use of latest Cleaning Technology and Procedures.

Environmentally friendly products - good management checks

Score 15
(0-15%)

PAST PERFORMANCE (30%)

- Provide detailed information on contracts, including length of contract, similar in size and scope, performed over the last 5 years; Provide specific list of firms and contacts for professional reference checks.

Volusia - 5yr just renewed please good references

Score 25
(0-30%)

LOCATION (5%)

- Location of Contractor's office(s); Vendor must be able to meet all response time requirements set forth.

Deltona (11 hr day)

Score 5
(0-5%)

Ranking _____

Total Score (0-100) 89

RFP-1091-06/BLH - Custodial Services for Miscellaneous Seminole County Buildings

SUBMITTAL COMPANY NAME: Owens, Renz and Lee Co, Inc.

QUALIFICATION COMMITTEE MEMBER: Kathryn Townsend

EVALUATION CONSIDERATIONS

INSTRUCTIONS: **Score each criterion up to the number of points allotted for each. The total number of points for all criterion will equal 100 points based on the following general guidelines:

- Outstanding, out-of-the-box, Innovative, Cost/Time Savings
- Excellent, ~~Very Good~~, Solid in all respects.
- Good, No major weaknesses, Fully Acceptable as is
- Marginal, Weak, Workable but needs clarifications
- Unacceptable, Needs major help to be acceptable

****Describe strengths, weaknesses and deficiencies to support your assessment.**

PRICE: (50%)

- The format for submission of the price proposal is provided in the Bid Response, Exhibit "B" of the solicitation.

Cleaning for health program - "green" solutions
Good employee try-classroom + field
Score 46
(0-50%)

RESOURCES (15%)

- **Management:** Provide a list of proposed contract personnel, resumes for Project Manager and Alternate; Describe staffing levels at each location; Provide example of current Quality Control Plan; Propose Transition Plan.
- **Technical:** Contractor shall provide new equipment for this contract. Please note that all vacuum units shall have HEPA filters; Describe equipment to be used/kept onsite at each location; Describe transportation and movement of Personnel, Equipment and Materials; Indicate use of latest Cleaning Technology and Procedures.

Score 15
(0-15%)

PAST PERFORMANCE (30%)

- Provide detailed information on contracts, including length of contract, similar in size and scope, performed over the last 5 years; Provide specific list of firms and contacts for professional reference checks.

Org city; city of WP - Good references
Score 20
(0-30%)

LOCATION (5%)

- Location of Contractor's office(s); Vendor must be able to meet all response time requirements set forth.

Winter Park
Score 5
(0-5%)

Ranking _____

Total Score (0-100) 81

RFP-1091-06/BLH - Custodial Services for Miscellaneous Seminole County Buildings

SUBMITTAL COMPANY NAME: USSI

QUALIFICATION COMMITTEE MEMBER: Kathryn Townsend

EVALUATION CONSIDERATIONS

INSTRUCTIONS: **Score each criterion up to the number of points allotted for each. The total number of points for all criterion will equal 100 points based on the following general guidelines:

- Outstanding, out-of-the-box, Innovative, Cost/Time Savings
- Excellent, Very Good, Solid in all respects.
- Good, No major weaknesses, Fully Acceptable as is
- Marginal, Weak, Workable but needs clarifications
- Unacceptable, Needs major help to be acceptable

****Describe strengths, weaknesses and deficiencies to support your assessment.**

PRICE: (50%)

- The format for submission of the price proposal is provided in the Bid Response, Exhibit "B" of the solicitation.

Clean for Health - good philosophy - Excellent app
Score 18
(0-50%)

RESOURCES (15%)

- **Management:** Provide a list of proposed contract personnel, resumes for Project Manager and Alternate; Describe staffing levels at each location; Provide example of current Quality Control Plan; Propose Transition Plan.
- **Technical:** Contractor shall provide new equipment for this contract. Please note that all vacuum units shall have HEPA filters; Describe equipment to be used/kept onsite at each location; Describe transportation and movement of Personnel, Equipment and Materials; Indicate use of latest Cleaning Technology and Procedures.

Good time keeping system - Competent Sr. Mgt.
37 hrs/day for PSB
Score 15
(0-15%)

PAST PERFORMANCE (30%)

- Provide detailed information on contracts, including length of contract, similar in size and scope, performed over the last 5 years; Provide specific list of firms and contacts for professional reference checks.

SCPS recent contract
Positive feedback - present renewals
Score 20
(0-30%)

LOCATION (5%)

- Location of Contractor's office(s); Vendor must be able to meet all response time requirements set forth.

Washington DC
At Payers company - Orlando - Can meet time requirements
Score 5
(0-5%)

Ranking _____

Total Score (0-100) 58

RFP-1091-06/BLH - Custodial Services for Miscellaneous Seminole County Buildings

5

SUBMITTAL COMPANY NAME: A1A Cleaning Service, Inc.

QUALIFICATION COMMITTEE MEMBER: Sharon Peters

EVALUATION CONSIDERATIONS

INSTRUCTIONS: **Score each criterion up to the number of points allotted for each. The total number of points for all criterion will equal 100 points based on the following general guidelines:

- Outstanding, out-of-the-box, Innovative, Cost/Time Savings
- Excellent, Very Good, Solid in all respects.
- Good, No major weaknesses, Fully Acceptable as is —
- Marginal, Weak, Workable but needs clarifications
- Unacceptable, Needs major help to be acceptable

****Describe strengths, weaknesses and deficiencies to support your assessment.**

PRICE: (50%)

- The format for submission of the price proposal is provided in the Bid Response, Exhibit "B" of the solicitation.

Score 40
(0-50%)

RESOURCES (15%)

- **Management:** Provide a list of proposed contract personnel, resumes for Project Manager and Alternate; Describe staffing levels at each location; Provide example of current Quality Control Plan; Propose Transition Plan.
- **Technical:** Contractor shall provide new equipment for this contract. Please note that all vacuum units shall have HEPA filters; Describe equipment to be used/kept onsite at each location; Describe transportation and movement of Personnel, Equipment and Materials; Indicate use of latest Cleaning Technology and Procedures.

Score 10
(0-15%)

PAST PERFORMANCE (30%)

- Provide detailed information on contracts, including length of contract, similar in size and scope, performed over the last 5 years; Provide specific list of firms and contacts for professional reference checks.

very good

Score 30
(0-30%)

LOCATION (5%)

- Location of Contractor's office(s); Vendor must be able to meet all response time requirements set forth.

Majority of all buildings response time 30 minutes

Score 5
(0-5%)

Ranking _____

Total Score (0-100) 85

(6)

RFP-1091-06/BLH - Custodial Services for Miscellaneous Seminole County Buildings

SUBMITTAL COMPANY NAME: Amerishine

QUALIFICATION COMMITTEE MEMBER: Sharon Peters

EVALUATION CONSIDERATIONS

INSTRUCTIONS: **Score each criterion up to the number of points allotted for each. The total number of points for all criterion will equal 100 points based on the following general guidelines:

- Outstanding, out-of-the-box, Innovative, Cost/Time Savings
- Excellent, Very Good, Solid in all respects.
- Good, No major weaknesses, Fully Acceptable as is *Price*
- Marginal, Weak, Workable but needs clarifications
- Unacceptable, Needs major help to be acceptable

****Describe strengths, weaknesses and deficiencies to support your assessment.**

PRICE: (50%)

- The format for submission of the price proposal is provided in the Bid Response, Exhibit "B" of the solicitation.

Score 31
(0-50%)

RESOURCES (15%)

- **Management:** Provide a list of proposed contract personnel, resumes for Project Manager and Alternate; Describe staffing levels at each location; Provide example of current Quality Control Plan; Propose Transition Plan. *Principles + mgmt 45 yrs.*
- **Technical:** Contractor shall provide new equipment for this contract. Please note that all vacuum units shall have HEPA filters; Describe equipment to be used/kept onsite at each location; Describe transportation and movement of Personnel, Equipment and Materials; Indicate use of latest Cleaning Technology and Procedures.

Score 15
(0-15%)

PAST PERFORMANCE (30%)

- Provide detailed information on contracts, including length of contract, similar in size and scope, performed over the last 5 years; Provide specific list of firms and contacts for professional reference checks.

Length of Contract?

Score 10
(0-30%)

LOCATION (5%)

- Location of Contractor's office(s); Vendor must be able to meet all response time requirements set forth.

Orlando

Score 5
(0-5%)

Ranking _____

Total Score (0-100) 61

RFP-1091-06/BLH - Custodial Services for Miscellaneous Seminole County Buildings

SUBMITTAL COMPANY NAME: The Budd Group

QUALIFICATION COMMITTEE MEMBER: Sharon Peters

EVALUATION CONSIDERATIONS

INSTRUCTIONS: **Score each criterion up to the number of points allotted for each. The total number of points for all criterion will equal 100 points based on the following general guidelines:

- Outstanding, out-of-the-box, Innovative, Cost/Time Savings
 - Excellent, Very Good, Solid in all respects.
 - Good, No major weaknesses, Fully Acceptable as is *presentation listed all required criteria*
 - Marginal, Weak, Workable but needs clarifications
 - Unacceptable, Needs major help to be acceptable
- **Describe strengths, weaknesses and deficiencies to support your assessment.**

PRICE: (50%)

- The format for submission of the price proposal is provided in the Bid Response, Exhibit "B" of the solicitation.

Score 50
(0-50%)

RESOURCES (15%)

- **Management:** Provide a list of proposed contract personnel; resumes for Project Manager and Alternate; Describe staffing levels at each location; Provide example of current Quality Control Plan; Propose Transition Plan. *yes*
- **Technical:** Contractor shall provide new equipment for this contract. Please note that all vacuum units shall have HEPA filters; Describe equipment to be used/kept onsite at each location; Describe transportation and movement of Personnel, Equipment and Materials; Indicate use of latest Cleaning Technology and Procedures.

Score 15
(0-15%)

PAST PERFORMANCE (30%)

- Provide detailed information on contracts, including length of contract, similar in size and scope, performed over the last 5 years; Provide specific list of firms and contacts for professional reference checks.

2-Florida locations - 01 and 05

Score 25
(0-30%)

LOCATION (5%)

- Location of Contractor's office(s); Vendor must be able to meet all response time requirements set forth.

Orlando (how long)

Score 5
(0-5%)

Ranking _____

Total Score (0-100) 85

RFP-1091-06/BLH - Custodial Services for Miscellaneous Seminole County Buildings

SUBMITTAL COMPANY NAME: Building Maintenance Services, Inc.

QUALIFICATION COMMITTEE MEMBER: Sharon Peters

EVALUATION CONSIDERATIONS

INSTRUCTIONS: **Score each criterion up to the number of points allotted for each. The total number of points for all criterion will equal 100 points based on the following general guidelines:

- Outstanding, out-of-the-box, Innovative, Cost/Time Savings
- Excellent, Very Good, Solid in all respects.
- Good, No major weaknesses, Fully Acceptable as is
- Marginal, Weak, Workable but needs clarifications
- Unacceptable, Needs major help to be acceptable

****Describe strengths, weaknesses and deficiencies to support your assessment.**

PRICE: (50%)

- The format for submission of the price proposal is provided in the Bid Response, Exhibit "B" of the solicitation.

Good price

Score 45
(0-50%)

RESOURCES (15%)

- **Management:** Provide a list of proposed contract personnel, resumes for Project Manager and Alternate; Describe staffing levels at each location; Provide example of current Quality Control Plan; Propose Transition Plan.
- **Technical:** Contractor shall provide new equipment for this contract. Please note that all vacuum units shall have HEPA filters; Describe equipment to be used/kept onsite at each location; Describe transportation and movement of Personnel, Equipment and Materials; Indicate use of latest Cleaning Technology and Procedures.

Score 15
(0-15%)

PAST PERFORMANCE (30%)

- Provide detailed information on contracts, including length of contract, similar in size and scope, performed over the last 5 years; Provide specific list of firms and contacts for professional reference checks.

Length of Contracts Missing

Score 15
(0-30%)

LOCATION (5%)

- Location of Contractor's office(s); Vendor must be able to meet all response time requirements set forth.

Altamonte Springs

Score 5
(0-5%)

Ranking _____

Total Score (0-100) 77

RFP-1091-06/BLH - Custodial Services for Miscellaneous Seminole County Buildings

SUBMITTAL COMPANY NAME: Grovesnor Building Services, Inc. 45 g. old Co.
QUALIFICATION COMMITTEE MEMBER: Sharon Peters

EVALUATION CONSIDERATIONS

INSTRUCTIONS: **Score each criterion up to the number of points allotted for each. The total number of points for all criterion will equal 100 points based on the following general guidelines:

- Outstanding, out-of-the-box, Innovative, Cost/Time Savings
- Excellent, Very Good, Solid in all respects.
- Good, No major weaknesses, Fully Acceptable as is
- Marginal, Weak, Workable but needs clarifications
- Unacceptable, Needs major help to be acceptable

****Describe strengths, weaknesses and deficiencies to support your assessment.**

PRICE: (50%)

- The format for submission of the price proposal is provided in the Bid Response, Exhibit "B" of the solicitation.

Score 44
(0-50%)

RESOURCES (15%)

- **Management:** Provide a list of proposed contract personnel, resumes for Project Manager and Alternate; Describe staffing levels at each location; Provide example of current Quality Control Plan; Propose Transition Plan.
- **Technical:** Contractor shall provide new equipment for this contract. Please note that all vacuum units shall have HEPA filters; Describe equipment to be used/kept onsite at each location; Describe transportation and movement of Personnel, Equipment and Materials; Indicate use of latest Cleaning Technology and Procedures.

Score 15
(0-15%)

PAST PERFORMANCE (30%)

- Provide detailed information on contracts, including length of contract, similar in size and scope, performed over the last 5 years; Provide specific list of firms and contacts for professional reference checks.

Score 10
(0-30%)

LOCATION (5%)

- Location of Contractor's office(s); Vendor must be able to meet all response time requirements set forth.

Orlando / Support Area Island

Quote

Score 5
(0-5%)

Ranking _____

Total Score (0-100) 74

RFP-1091-06/BLH - Custodial Services for Miscellaneous Seminole County Buildings

SUBMITTAL COMPANY NAME: Owens, Renz and Lee Co, Inc.

QUALIFICATION COMMITTEE MEMBER: Sharon Peters

EVALUATION CONSIDERATIONS

INSTRUCTIONS: **Score each criterion up to the number of points allotted for each. The total number of points for all criterion will equal 100 points based on the following general guidelines:

- Outstanding, out-of-the-box, Innovative, Cost/Time Savings
 - ☒ Excellent, Very Good, Solid in all respects.
 - Good, No major weaknesses, Fully Acceptable as is
 - Marginal, Weak, Workable but needs clarifications
 - Unacceptable, Needs major help to be acceptable
- **Describe strengths, weaknesses and deficiencies to support your assessment.**

PRICE: (50%)

- The format for submission of the price proposal is provided in the Bid Response, Exhibit "B" of the solicitation.

Price good
Score 46
(0-50%)

RESOURCES (15%)

- **Management:** Provide a list of proposed contract personnel, resumes for Project Manager and Alternate; Describe staffing levels at each location; Provide example of current Quality Control Plan; Propose Transition Plan. - *length of time w/ Co. Some have some don't*
- **Technical:** Contractor shall provide new equipment for this contract. Please note that all vacuum units shall have HEPA filters; Describe equipment to be used/kept onsite at each location; Describe transportation and movement of Personnel, Equipment and Materials; Indicate use of latest Cleaning Technology and Procedures.

Score 15
(0-15%)

PAST PERFORMANCE (30%)

- Provide detailed information on contracts, including length of contract, similar in size and scope, performed over the last 5 years; Provide specific list of firms and contacts for professional reference checks.

length of service?

Score 21
(0-30%)

LOCATION (5%)

- Location of Contractor's office(s); Vendor must be able to meet all response time requirements set forth.

Winter Park
How long in FL.
Score 5
(0-5%)

Ranking _____

Total Score (0-100) 86

7

RFP-1091-06/BLH - Custodial Services for Miscellaneous Seminole County Buildings

SUBMITTAL COMPANY NAME: USSI

QUALIFICATION COMMITTEE MEMBER: Sharon Peters

EVALUATION CONSIDERATIONS

INSTRUCTIONS: **Score each criterion up to the number of points allotted for each. The total number of points for all criterion will equal 100 points based on the following general guidelines:

- Outstanding, out-of-the-box, Innovative, Cost/Time Savings
 - Excellent, Very Good, Solid in all respects.
 - Good, No major weaknesses, Fully Acceptable as is
 - Marginal, Weak, Workable but needs clarifications
 - Unacceptable, Needs major help to be acceptable
- **Describe strengths, weaknesses and deficiencies to support your assessment.**

PRICE: (50%)

- The format for submission of the price proposal is provided in the Bid Response, Exhibit "B" of the solicitation.

Price - too high
Presentation delivery was excellent - addressed all issues

Score 11
(0-50%)

RESOURCES (15%)

- **Management:** Provide a list of proposed contract personnel, resumes for Project Manager and Alternate; Describe staffing levels at each location; Provide example of current Quality Control Plan; Propose Transition Plan.
- **Technical:** Contractor shall provide new equipment for this contract. Please note that all vacuum units shall have HEPA filters; Describe equipment to be used/kept onsite at each location; Describe transportation and movement of Personnel, Equipment and Materials; Indicate use of latest Cleaning Technology and Procedures.

Very good

Score 15
(0-15%)

PAST PERFORMANCE (30%)

- Provide detailed information on contracts, including length of contract, similar in size and scope, performed over the last 5 years; Provide specific list of firms and contacts for professional reference checks.

Very good

Score 25
(0-30%)

LOCATION (5%)

- Location of Contractor's office(s); Vendor must be able to meet all response time requirements set forth.

36 man hrs per day

Score 3
(0-5%)

Ranking _____ Total Score (0-100) 63

Photo-Clean top desk

CUSTODIAL SERVICES AGREEMENT (RFP-1091-06/BLH)

THIS AGREEMENT is made and entered into this _____ day of _____, 20____, by and between **THE BUDD GROUP**, duly authorized to conduct business in the State of Florida, whose address is 1820 N. Goldenrod Road, Suite 102, Orlando, Florida 32807, hereinafter called the "CONTRACTOR", and **SEMINOLE COUNTY**, a political subdivision of the State of Florida, whose address is Seminole County Services Building, 1101 East First Street, Sanford, Florida 32771, hereinafter called the "COUNTY".

W I T N E S S E T H:

WHEREAS, the COUNTY desires to retain the services of a competent and qualified contractor to provide custodial services for Seminole County; and

WHEREAS, the COUNTY has requested and received expressions of interest for the retention of services of contractors; and

WHEREAS, CONTRACTOR is competent and qualified to furnish custodial services to the COUNTY and desires to provide its services according to the terms and conditions stated herein,

NOW, THEREFORE, in consideration of the mutual understandings and covenants set forth herein, COUNTY and CONTRACTOR agree as follows:

SECTION 1. SERVICES. COUNTY does hereby retain CONTRACTOR to furnish services and perform those tasks as further described in the Scope of Services and Performance Work Statement attached hereto and incorporated herein as Exhibit "A".

SECTION 2. COMMENCEMENT OF SERVICE. The services to be rendered by CONTRACTOR shall commence on the effective date of this Agreement.

SECTION 3. COMPENSATION AND PAYMENT.

(a) The COUNTY agrees to compensate CONTRACTOR for the professional services called for under this Agreement a fee not to

exceed the sum of ONE MILLION TWELVE THOUSAND TWO HUNDRED SEVENTY-EIGHT AND NO/100 DOLLARS (\$1,012,278.00) per year. CONTRACTOR shall perform all work required by the Scope of Services but, in no event, shall CONTRACTOR be paid more than the negotiated Fixed Fee amount stated above. Compensation shall be paid to the CONTRACTOR at the rates as indicated in Exhibit "B" attached hereto.

(b) Payments shall be made to the CONTRACTOR when requested as work progresses for services furnished, but not more than once monthly. CONTRACTOR may invoice amounts due based on the total required services actually performed and completed. Upon review and approval of CONTRACTOR's invoice, the COUNTY shall, within thirty (30) days of receipt of the invoice, pay CONTRACTOR the approved amount.

SECTION 4. BILLING AND PAYMENT.

(a) CONTRACTOR shall render to the COUNTY at the close of each calendar month an itemized invoice, properly dated including, but not limited to, the following information:

- (1) The name and address of the CONTRACTOR;
- (2) Contract Number;
- (3) A complete and accurate record of services performed by the CONTRACTOR for all services performed by the CONTRACTOR during that month and for which the COUNTY is being billed;
- (4) A description of the services rendered in (3) above with sufficient detail to identify the exact nature of the work performed; and
- (5) Such other information as may be required by this Agreement or requested by the COUNTY from time to time.

The original invoice and one (1) copy shall be sent to:

Director of County Finance
Seminole County Board of County Commissioners
Post Office Box 8080
Sanford, Florida 32772-8080

Two (2) duplicate copies of the invoice shall be sent to:

Seminole County Support Services Department
200 W. County Home Road
Sanford, Florida 32773

(b) Payment shall be made after review and approval by COUNTY within thirty (30) days of receipt of a proper invoice from the CONTRACTOR.

SECTION 5. AUDIT OF RECORDS.

(a) COUNTY may perform or have performed an audit of the records of CONTRACTOR after final payment to support final payment hereunder. This audit would be performed at a time mutually agreeable to CONTRACTOR and COUNTY subsequent to the close of the final fiscal period in which the last work is performed. Total compensation to CONTRACTOR may be determined subsequent to an audit as provided for in subsection (b) and of this Section and the total compensation so determined shall be used to calculate final payment to CONTRACTOR. Conduct of this audit shall not delay final payment as required by Section 4(b).

(b) The CONTRACTOR agrees to maintain all books, documents, papers, accounting records and other evidences pertaining to work performed under this Agreement in such a manner as will readily conform to the terms of this Agreement and to make such materials available at CONTRACTOR's office at all reasonable times during this Agreement period and for five (5) years from the date of final payment under this Agreement for audit or inspection as provided for in subsection (a) of this Section.

(c) In the event any audit or inspection conducted after final payment, but within the period provided in subsection (b) of this Section, reveals any overpayment by COUNTY under the terms of this Agreement, CONTRACTOR shall refund such overpayment to COUNTY within thirty (30) days of notice by the COUNTY.

SECTION 6. RESPONSIBILITY OF CONTRACTOR.

(a) CONTRACTOR shall be responsible for the professional quality of services furnished by CONTRACTOR under this Agreement. CONTRACTOR shall, without additional compensation, correct or revise any errors or deficiencies in its services.

(b) Neither the COUNTY's review, approval or acceptance of, nor payment for, any of the services required shall be construed to operate as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement and the CONTRACTOR shall be and remain liable to the COUNTY in accordance with applicable law for all damages to the COUNTY caused by the CONTRACTOR's performance of any of the services furnished under this Agreement.

SECTION 7. TERM. This Agreement shall take effect on the date of its execution by COUNTY and shall remain in effect for a period of three (3) years. At the sole option of the COUNTY, this Agreement may be renewed for three (3) additional terms not to exceed one (1) year each.

SECTION 8. TERMINATION.

(a) The COUNTY may, by written notice to the CONTRACTOR, terminate this Agreement, in whole or in part, at any time, either for the COUNTY's convenience or because of the failure of the CONTRACTOR to fulfill CONTRACTOR's Agreement obligations. Upon receipt of such notice, the CONTRACTOR shall:

(1) immediately discontinue all services affected unless the notice directs otherwise; and

(2) deliver to the COUNTY all plans, studies, reports, estimates, summaries and such other information and materials as may have been accumulated by the CONTRACTOR in performing this Agreement, whether completed or in process.

(b) If the termination is for the convenience of the COUNTY, the CONTRACTOR shall be paid compensation for services performed to the date of termination. CONTRACTOR shall be paid no more than a percentage of the Fixed Fee amount equivalent to the percentage of the completion of work contemplated by this Agreement.

(c) If the termination is due to the failure of the CONTRACTOR to fulfill its Agreement obligations, the COUNTY may take over the work and prosecute the same to completion by Agreement or otherwise. In such case, the CONTRACTOR shall be liable to the COUNTY for reasonable additional costs occasioned to the COUNTY thereby. The CONTRACTOR shall not be liable for such additional costs if the failure to perform this Agreement arises out of causes beyond the control and without the fault or negligence of the CONTRACTOR. Such causes may include, but are not limited to, acts of God or of the public enemy, acts of the COUNTY in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, and unusually severe weather; but, in every case, the failure to perform must be beyond the control and without the fault or negligence of the CONTRACTOR.

(d) If, after notice of termination for failure to fulfill Agreement obligations, it is determined that the CONTRACTOR had not so failed, the termination shall be deemed to have been effected for the convenience of the COUNTY. In such event, adjustment in the Agreement price shall be made as provided in subsection (b) of this Section.

(e) The rights and remedies of the COUNTY provided in this clause are in addition to any other rights and remedies provided by law or under this Agreement.

SECTION 9. EQUAL OPPORTUNITY EMPLOYMENT. CONTRACTOR agrees that it will not discriminate against any employee or applicant for

employment for work under this Agreement because of race, color, religion, sex, age, national origin or disability and will take steps to ensure that applicants are employed, and employees are treated during employment, without regard to race, color, religion, sex, age, national origin or disability. This provision shall include, but not be limited to the following: employment, upgrading, demotion or transfer; recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training including apprenticeship.

SECTION 10. NO CONTINGENT FEES. CONTRACTOR warrants that it has not employed or retained any company or persons, other than a bonafide employee working solely for the CONTRACTOR, to solicit or secure this Agreement and that CONTRACTOR has not paid or agreed to pay any persons, company, corporation, individual or firm, other than a bonafide employee working solely for CONTRACTOR, any fee, commission, percentage, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For the breach or violation of this provision, COUNTY shall have the right to terminate this Agreement at its discretion without liability and to deduct from the Agreement price or otherwise recover the full amount of such fee, commission, percentage, gift or consideration.

SECTION 11. ASSIGNMENT. This Agreement, or any interest herein, shall not be assigned, transferred or otherwise encumbered under any circumstances by the parties hereto without prior written consent of the opposite party and only by a document of equal dignity herewith.

SECTION 12. SUBCONTRACTORS. In the event CONTRACTOR, during the course of the work under this Agreement, requires the services of any subcontractors or other professional associates in connection with service covered by this Agreement, CONTRACTOR must secure the prior

written approval of the COUNTY. If subcontractors or other professional associates are required in connection with the services covered by this Agreement, CONTRACTOR shall remain fully responsible for the services of subcontractors or other professional associates.

SECTION 13. INDEMNIFICATION OF COUNTY. The CONTRACTOR agrees to hold harmless, replace and indemnify the COUNTY, its commissioners, officers, employees and agents against any and all claim, losses, damages or lawsuits for damages, arising from, allegedly arising from, or related to the provision of services hereunder by the CONTRACTOR, whether caused by the CONTRACTOR or otherwise. This hold harmless, release and indemnification shall include any claim based on negligence, action or inaction of the parties.

SECTION 14. INSURANCE.

(a) General. The CONTRACTOR shall, at the CONTRACTOR's own cost, procure the insurance required under this Section.

(1) The CONTRACTOR shall furnish the COUNTY with a Certificate of Insurance signed by an authorized representative of the insurer evidencing the insurance required by this Section (Professional Liability, Workers' Compensation/Employer's Liability and Commercial General Liability). The COUNTY, its officials, officers and employees shall be named additional insured under the Commercial General Liability policy. The Certificate of Insurance shall provide that the COUNTY shall be given not less than thirty (30) days written notice prior to the cancellation or restriction of coverage. Until such time as the insurance is no longer required to be maintained by the CONTRACTOR, the CONTRACTOR shall provide the COUNTY with a renewal or replacement Certificate of Insurance not less than thirty (30) days before expiration or replacement of the insurance for which a previous certificate has been provided.

(2) The Certificate shall contain a statement that it is being provided in accordance with this Agreement and that the insurance is in full compliance with the requirements of this Agreement. In lieu of the statement on the Certificate, the CONTRACTOR shall, at the option of the COUNTY, submit a sworn, notarized statement from an authorized representative of the insurer that the Certificate is being provided in accordance with this Agreement and that the insurance is in full compliance with the requirements of this Agreement. **The Certificate shall have this Agreement number clearly marked on its face.**

(3) In addition to providing the Certificate of Insurance, if required by the COUNTY, the CONTRACTOR shall, within thirty (30) days after receipt of the request, provide the COUNTY with a certified copy of each of the policies of insurance providing the coverage required by this Section.

(4) Neither approval by the COUNTY nor failure to disapprove the insurance furnished by CONTRACTOR shall relieve the CONTRACTOR of the CONTRACTOR's full responsibility for performance of any obligation including CONTRACTOR's indemnification of COUNTY under this Agreement.

(b) Insurance Company Requirements. Insurance companies providing the insurance under this Agreement must meet the following requirements:

(1) Companies issuing policies other than Workers' Compensation must be authorized to conduct business in the State of Florida and prove same by maintaining Certificates of Authority issued to the companies by the Department of Insurance of the State of Florida. Policies for Workers' Compensation may be issued by companies authorized as a group self-insurer by Section 440.57, Florida Statutes.

(2) In addition, such companies other than those authorized by Section 440.57, Florida Statutes, shall have and maintain a Best's

Rating of "A" or better and a Financial Size Category of "VII" or better according to A.M. Best Company.

(3) If, during the period which an insurance company is providing the insurance coverage required by this Agreement, an insurance company shall: 1) lose its Certificate of Authority, 2) no longer comply with Section 440.57, Florida Statutes, or 3) fail to maintain the requisite Best's Rating and Financial Size Category, the CONTRACTOR shall, as soon as the CONTRACTOR has knowledge of any such circumstance, immediately notify the COUNTY and immediately replace the insurance coverage provided by the insurance company with a different insurance company meeting the requirements of this Agreement. Until such time as the CONTRACTOR has replaced the unacceptable insurer with an insurer acceptable to the COUNTY, the CONTRACTOR shall be deemed to be in default of this Agreement.

(c) Specifications. Without limiting any of the other obligations or liability of the CONTRACTOR, the CONTRACTOR shall, at the CONTRACTOR's sole expense, procure, maintain and keep in force amounts and types of insurance conforming to the minimum requirements set forth in this Section. Except as otherwise specified in this Agreement, the insurance shall become effective prior to the commencement of work by the CONTRACTOR and shall be maintained in force until this Agreement's completion date. The amounts and types of insurance shall conform to the following minimum requirements.

(1) Workers' Compensation/Employer's Liability.

(A) CONTRACTOR's insurance shall cover the CONTRACTOR for liability which would be covered by the latest edition of the standard Workers' Compensation Policy, as filed for use in Florida by the National Council on Compensation Insurance without restrictive endorsements. The CONTRACTOR will also be responsible for procuring

proper proof of coverage from its subcontractors of every tier for liability which is a result of a Workers' Compensation injury to the subcontractor's employees. The minimum required limits to be provided by both the CONTRACTOR and its subcontractors are outlined in subsection (c) below. In addition to coverage for the Florida Workers' Compensation Act, where appropriate, coverage is to be included for the United States Longshoremen and Harbor Workers' Compensation Act, Federal Employers' Liability Act and any other applicable Federal or State law.

(B) Subject to the restrictions of coverage found in the standard Workers' Compensation Policy, there shall be no maximum limit on the amount of coverage for liability imposed by the Florida Workers' Compensation Act, the United States Longshoremen and Harbor Workers' Compensation Act, or any other coverage customarily insured under Part One of the standard Workers' Compensation Policy.

(C) The minimum amount of coverage under Part Two of the standard Workers' Compensation Policy shall be:

\$ 500,000.00	(Each Accident)
\$1,000,000.00	(Disease-Policy Limit)
\$ 500,000.00	(Disease-Each Employee)

(2) Commercial General Liability.

(A) The CONTRACTOR's insurance shall cover the CONTRACTOR for those sources of liability which would be covered by the latest edition of the standard Commercial General Liability Coverage Form (ISO Form CG 00 01), as filed for use in the State of Florida by the Insurance Services Office without the attachment of restrictive endorsements other than the elimination of Coverage C, Medical Payment and the elimination of coverage for Fire Damage Legal Liability.

(B) The minimum limits to be maintained by the CONTRACTOR (inclusive of any amounts provided by an Umbrella or Excess policy) shall be as follows:

LIMITS

General Aggregate	\$Three (3) Times the Each Occurrence Limit
Personal & Advertising Injury Limit Each Occurrence Limit	\$500,000.00 \$500,000.00

(3) Professional Liability Insurance. The CONTRACTOR shall carry limits of not less than FIVE HUNDRED THOUSAND AND NO/100 DOLLARS (\$500,000.00).

(d) Coverage. The insurance provided by CONTRACTOR pursuant to this Agreement shall apply on a primary basis and any other insurance or self-insurance maintained by the COUNTY or the COUNTY's officials, officers or employees shall be excess of and not contributing with the insurance provided by or on behalf of the CONTRACTOR.

(e) Occurrence Basis. The Workers' Compensation Policy and the Commercial General Liability required by this Agreement shall be provided on an occurrence rather than a claims-made basis. The Professional Liability insurance policy must either be on an occurrence basis, or, if a claims-made basis, the coverage must respond to all claims reported within three (3) years following the period for which coverage is required and which would have been covered had the coverage been on an occurrence basis.

(f) Obligations. Compliance with the foregoing insurance requirements shall not relieve the CONTRACTOR, its employees or agents of liability from any obligation under this Section or any other portions of this Agreement.

SECTION 15. ALTERNATIVE DISPUTE RESOLUTION.

(a) In the event of a dispute related to any performance or payment obligation arising under this Agreement, the parties agree to exhaust COUNTY protest procedures prior to filing suit or otherwise pursuing legal remedies. COUNTY procedures for proper invoice and

payment disputes are set forth in Section 22.15, "Prompt Payment Procedures", Seminole County Administrative Code.

(b) CONTRACTOR agrees that it will file no suit or otherwise pursue legal remedies based on facts or evidentiary materials that were not presented for consideration in the COUNTY protest procedures set forth in subsection (a) above, of which the CONTRACTOR had knowledge and failed to present during the COUNTY protest procedures.

(c) In the event that COUNTY protest procedures are exhausted and a suit is filed or legal remedies are otherwise pursued, the parties shall exercise best efforts to resolve disputes through voluntary mediation. Mediator selection and the procedures to be employed in voluntary mediation shall be mutually acceptable to the parties. Costs of voluntary mediation shall be shared equally among the parties participating in the mediation.

SECTION 16. REPRESENTATIVE OF COUNTY AND CONTRACTOR.

(a) It is recognized that questions in the day to day conduct of performance pursuant to this Agreement will arise. The COUNTY, upon request by CONTRACTOR, shall designate in writing and shall advise CONTRACTOR in writing of one or more COUNTY employees to whom all communications pertaining to the day to day conduct of this Agreement shall be addressed. The designated representative shall have the authority to transmit instructions, receive information and interpret and define the COUNTY's policy and decisions pertinent to the work covered by this Agreement.

(b) CONTRACTOR shall, at all times during the normal work week, designate or appoint one or more representatives of CONTRACTOR who are authorized to act on behalf of CONTRACTOR regarding all matters involving the conduct of the performance pursuant to this Agreement and shall keep COUNTY continually advised of such designation.

SECTION 17. ALL PRIOR AGREEMENTS SUPERSEDED. This document incorporates and includes all prior negotiations, correspondence, conversations, agreements or understandings applicable to the matters contained herein and the parties agree that there are not commitments, agreements or understandings concerning the subject matter of this Agreement that are not contained or referred to in this document. Accordingly, it is agreed that no deviation from the terms hereof shall be predicated upon any prior representations or agreements whether oral or written.

SECTION 18. MODIFICATIONS, AMENDMENTS OR ALTERATIONS. No modification, amendment or alteration in the terms or conditions contained herein shall be effective unless contained in a written document executed with the same formality and of equal dignity herewith.

SECTION 19. INDEPENDENT CONTRACTOR. It is agreed that nothing herein contained is intended or should be construed as in any manner creating or establishing a relationship of co-partners between the parties or as constituting the CONTRACTOR, including its officers, employees and agents, as an agent, representative or employee of the COUNTY for any purpose or in any manner whatsoever. The CONTRACTOR is to be and shall remain an independent contractor with respect to all services performed under this Agreement.

SECTION 20. EMPLOYEE STATUS. Persons employed by the CONTRACTOR in the performance of services and functions pursuant to this Agreement shall have no claim to pension, workers' compensation, unemployment compensation, civil service or other employee rights or privileges granted to the COUNTY's officers and employees either by operation of law or by the COUNTY.

SECTION 21. SERVICES NOT PROVIDED FOR. No claim for services furnished by the CONTRACTOR not specifically provided for herein shall

be honored by the COUNTY.

SECTION 22. PUBLIC RECORDS LAW. CONTRACTOR acknowledges COUNTY's obligations under Article 1, Section 24, Florida Constitution and Chapter 119, Florida Statutes, to release public records to members of the public upon request. CONTRACTOR acknowledges that COUNTY is required to comply with Article 1, Section 24, Florida Constitution and Chapter 119, Florida Statutes, in the handling of the materials created under this Agreement and that said statute controls over the terms of this Agreement.

SECTION 23. NOTICES. Whenever either party desires to give notice unto the other, it must be given by written notice sent by certified United States mail with return receipt requested addressed to the party for whom it is intended at the place last specified and the place for giving of notice shall remain such until it shall have been changed by written notice in compliance with the provisions of this Section. For the present, the parties designate the following as the respective places for giving of notice, to wit:

For COUNTY:

Seminole County Support Services Department
200 West County Home Road
Sanford, Florida 32773

For CONTRACTOR:

The Budd Group
1820 N. Goldenrod Road, Suite 102
Orlando, Florida 32807

SECTION 24. RIGHTS AT LAW RETAINED. The rights and remedies of the COUNTY provided for under this Agreement are in addition to any other rights and remedies provided by law.

SECTION 25. COMPLIANCE WITH LAWS AND REGULATIONS. In providing all services pursuant to this Agreement, the CONTRACTOR shall abide by all statutes, ordinances, rules and regulations pertaining to or

regulating the provisions of such services including those now in effect and hereafter adopted. Any violation of said statutes, ordinances, rules or regulations shall constitute a material breach of this Agreement and shall entitle the COUNTY to terminate this Agreement immediately upon delivery of written notice of termination to the CONTRACTOR.

SECTION 26. CONFLICT OF INTEREST.

(a) The CONTRACTOR agrees that it will not engage in any action that would create a conflict of interest in the performance of its obligations pursuant to this Agreement with the COUNTY or which would violate or cause others to violate the provisions of Part III, Chapter 112, Florida Statutes, relating to ethics in government.

(b) The CONTRACTOR hereby certifies that no officer, agent or employee of the COUNTY has any material interest (as defined in Section 112.312(15), Florida Statutes, as over 5%) either directly or indirectly, in the business of the CONTRACTOR to be conducted here and that no such person shall have any such interest at any time during the term of this Agreement.

(c) Pursuant to Section 216.347, Florida Statutes, the CONTRACTOR hereby agrees that monies received from the COUNTY pursuant to this Agreement will not be used for the purpose of lobbying the Legislature or any other State or Federal agency.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement for the purposes stated herein.

THE BUDD GROUP

Witness

Print Name

Witness

Print Name

By: _____
STACEY AUSTIN, Account Executive

Date: _____

ATTEST:

BOARD OF COUNTY COMMISSIONERS
SEMINOLE COUNTY, FLORIDA

MARYANNE MORSE
Clerk to the Board of
County Commissioners of
Seminole County, Florida.

By: _____
CARLTON HENLEY, Chairman

Date: _____

For the use and reliance
of Seminole County only.

Approved as to form and
legal sufficiency.

As authorized for execution by
the Board of County Commissioners
at their _____, 20____,
regular meeting.

County Attorney
AC/lpk
8/2/06
rfp-1091

Attachments:

- Exhibit "A" - Definitions, Scope of Services and Performance Work Statement
- Exhibit "B" - Rate Schedule

PERFORMANCE OF WORK STATEMENT

EXHIBIT A

1.1 **SCOPE OF WORK.** The Contractor shall provide all necessary management, supervision, personnel, materials, transportation, general and specialized tools and equipment required to accomplish all custodial services for Seminole County Buildings, as specified in the Scope of Services. The Contractor shall implement all necessary work control procedures to ensure timely accomplishment of work requirements, as well as to permit tracking of work in progress. The Contractor is responsible for adequately planning and scheduling work to assure material and labor availability to complete work requirements within the response times and quality standards established herein.

1.2 **PERSONNEL.** Employees of the Contractor, who will be performing under this contract, including Project Manager and Alternate, will undergo a criminal background check prior to commencement of the contract.

1.2.1 Project Manager - The Contractor shall provide the County with the names, addresses, and telephone numbers of the Project Manager and Alternate with the submittal. The Contractor shall provide written notice to the County at least one week in advance of any proposed change of Project Manager or Alternate and shall submit justification (including the name and rationale for proposed change and how he/she will be phased in). No substitution shall be made by the Contractor without the written concurrence of the County Contract Administrator. The Project Manager or alternate shall return all calls from the County Contract Administrator within two (2) hours. The Project Manager shall be available twenty-four (24) hours a day, seven (7) days a week, to act with full authority for the Contractor. This individual shall be responsible for the supervision, overall administration and coordination of all required services. The Project Manager shall be the point of contact with the County and have the authority to act or make decisions for the Contractor.

1.2.2 Alternate - The Contractor shall designate at least one Alternate Project Manager to act for the Project Manager with the same authority during absences of the Project Manager (e.g., vacation and sick leave). The Contractor shall provide the name(s) and telephone number(s) of the Alternate Project Manager(s) with the submittal. The Contractor shall provide written notice to the County Contract Administrator one week in advance of any change of Alternate Project Manager(s).

1.2.3 Other Personnel Requirements - The Contractor shall furnish supervisory, administrative and direct labor personnel to accomplish all work required. The Contractor shall provide only personnel who are legally entitled to work in the United States to accomplish work and services specified herein. Contractor shall provide to the County, within fifteen (15) calendar days of receipt Notice of Award, a list of employees, full time and part time, that will be working on Seminole County including complete names, address, social security number, date of birth, together with such data as the County may deem necessary to establish the identity of each employee having access to County buildings or facilities. Contractor shall update throughout the contract period, the list of employees. The Contractor employees performing the services required by the contract shall have specialized training, prior work experience or demonstrated technical skills required to fulfill the specific contract requirements.

1.2.4 Prohibition against hiring off-duty County employees – The Contractor shall not hire off-duty nor utilize under contract any person whose employment under the contract will, or appear to, result in a conflict of interest or violation of the standards of conduct. In instances of doubt, the Contractor shall refer the matter to the County Contract Administrator.

1.2.5 Employee Physical Capabilities – There shall be no discrimination against employees on the basis of handicaps or other disabling conditions; however, employees shall only be assigned to duties which they can perform without endangering the health, safety and welfare of themselves or others. The Contractor shall have a duty to reasonably accommodate any handicap.

1.2.6 Standards of Conduct for Contractor Personnel – All Contractor personnel or representatives shall obey all regulations in effect during the contract period. The Contractor shall be responsible for maintaining satisfactory standards of employee competency and conduct and for taking disciplinary action against his/her employees as necessary. The County Contract Administrator will require the Contractor to remove from the job site any Contractor employee found under the influence of alcohol, drugs, or any other incapacitating agent during the tour of duty. The Contractor shall also remove any employee whose conduct or appearance reflects disgrace or dishonor upon the County. The County reserves the right to require removal from the job site of any employee who endangers persons or property, whose continued employment is inconsistent with the interests of the government security, or whose presence deters the accomplishment of work. Furthermore, the County reserves the right to refuse to permit any Contractor employee to perform services under the contract who is not in compliance with requirements of contract. In such cases, the County Contract Administrator will advise the Contractor of the reason for requesting an employee's removal or withdrawing his/her authorization to enter the facility. The removal from the job site of a Contractor employee shall not relieve the Contractor of the requirement to provide sufficient personnel to perform the work specified in the contract.

1.2.7 Employee Identification – All Contractor employees shall wear a Contractor furnished identification badge which shall be visible on the outside of their clothing. The identification badge shall include, as a minimum, the employee's name, recent photograph and name of the Contractor. Employees of the Contractor, including Project Manager and Alternate, who will be performing under this contract will undergo a criminal background check. The exclusion of an employee for security reasons shall not relieve the Contractor from performance of the services required under this contract.

1.2.8 Contractor Availability – The Contractor shall provide a local telephone number, which is not a toll call from Seminole County, where he/she or the designated representative may be reached during normal duty hours. The Project Manager and Alternate shall carry a telephone and the number shall be provided to the County Contract Administrator or designated representative, prior to contract performance and immediately upon any change, throughout the term of this contract.

1.2.9 Control of Personnel – The County will not exercise any supervision or control over Contractor personnel performing services under the contract. Contractor personnel shall not be placed under the supervision, direction, or evaluation of County personnel, or become an integrated part of the County organization in connection with

performance under the contract, nor shall Contractor personnel be used in administration or supervision of County activities.

1.2.10 Personnel Selection – The Contractor shall be responsible for selecting personnel who are well qualified to perform the required services, for supervising techniques used in their work, and for keeping them inform of all improvements, changes, and methods of operation.

1.3 QUALITY CONTROL PROGRAM. The Contractor shall establish and maintain a quality control program that identifies and results in correction of potential and actual problem areas throughout the entire scope of the contract. Copies of the Contractor's Quality Control Plan shall be provided to the County prior to commencement of work under this contract. The Contractor's quality control program shall contain processes for corrective action without dependence upon County direction and include a customer complaint feedback system for correction of validated complaints and to inform the customer of corrections. At a minimum, the customer complaint shall contain procedures for the customer to file complaints with the Contractor, forms to be utilized by the customers, procedures for investigation of the complaint and feedback to the customer and the County on the results and actions taken on the complaint.

1.4 REWORK. Custodial services that are not performed at the required intervals or to the required specifications shall be performed or re-performed. Rework is solely at the option of the County. The fact that a specific task has or has not been reworked will in no way effect the results of quality assurance random sampling, the calculated acceptable percentage or deductions which may result there from. Rework shall be accomplished within two (2) hours of notification by the County at no additional cost to the County. Contractor shall notify the County Contract Administrator or designated representative when rework requirements have been completed.

1.5 QUALITY ASSURANCE. The County Contract Administrator or designee will monitor the Contractor's performance under this contract by conducting a minimum of two (2) scored inspections per month, at randomly chosen buildings. Inspection dates and times will be scheduled in advance and the Contractor will be notified of the inspection location not less than sixty (60) minutes prior to the inspection time. The average of the scores for the monthly inspections will determine, based upon an "Inspection/Payment Deduction Scale", Sections 4 and 5, if there is a deduction from the monthly payment.

1.6 PERFORMANCE EVALUATION MEETINGS. The Contractor's Project Manager may be required to meet at least weekly with the County Contract Administrator during the first month of the contract. Meetings will be as often as necessary thereafter as determined by the County.

1.7 SAFETY. The Contractor shall conduct operations in strict conformance with all local, federal, states rules and regulations applicable for the performance of required services. Upon commencement of work under this contract, the Contractor shall implement a suitable safety program for employees performing work under this contract. The safety program shall be in writing and a copy of this safety program shall be furnished to the County Contract Administrator within ten (10) calendar days after commencement of work under the contract. Immediately after a job connected injury, the

Contractor shall prepare a report of the injury using his own accident report form or other documentation and send the report to the County Contract Administrator. Any technical advice and assistance necessary for reporting and investigating accidents may be coordinated through the County Safety Officer.

1.8 SMOKE FREE ENVIRONMENT. Smoking is prohibited in County buildings except for designated smoking areas. Smoking is not permitted in offices or common areas such as hallways, stairwells, restrooms, elevators, entryways, lobbies, conference rooms, classrooms. Permissible areas will be so designated.

1.9 LEGAL COUNTY HOLIDAYS. Cleaning hours must be in accordance to the hours indicated in the Scope of Services. Days designated by Seminole County as legal holidays. These days are:

New Year's Day	-	January 1st
Martin Luther King's Birthday	-	Third Monday in January
Memorial Day	-	Last Monday in May
Independence Day	-	July 4th
Labor Day	-	First Monday in September
Veteran's Day	-	November 11
Thanksgiving Day	-	Fourth Thursday in November
Day after Thanksgiving Day	-	Fourth Friday in November
Christmas Day	-	December 25th

When such holidays fall on Saturday, the preceding Friday shall be considered a holiday. When such holidays fall on a Sunday, the succeeding Monday will be considered a holiday.

1.10 SECURITY. The Contractor shall be responsible for the security of his/her property and the property of the Contractor's employees.

1.11 OFFICE AND STORAGE AREA. The Contractor shall furnish his/her own office and storage area off post. Janitorial closets for the use of the Contractor are provided at various, but not all, facilities to be cleaned. These spaces provide minimal storage space. The Contractor shall maintain these spaces so they are kept clean, safe and free of fire hazards and odors. The Contractor shall not make any alterations of the space except with the prior written permission of the County Contract Administrator.

1.12 KEY CONTROL.

1.12.1 The Contractor shall establish and implement methods of ensuring that all keys issued to the Contractor by the County are not lost or misplaced and are not used by unauthorized personnel. No keys issued to the Contractor by the County shall be duplicated. Contractor shall provide a key control plan to the County after receipt of Notice of Award, subject to the County's approval.

1.12.2 The Contractor shall be required to reimburse the County for replacement of locks or rekeying as a result of Contractor loss of key(s). In the event a master key is lost or duplicated, all locks and keys for that system shall be replaced by the County and the total cost deducted from the Contractor's monthly invoice.

1.12.3 The Contractor shall report the occurrence of a lost key immediately to the County, but no later than 7:00 A.M. the next working day.

1.12.4 It is the responsibility of the Contractor to prohibit the use of County keys by any person other than the Contractor's employees. It is also the responsibility of the Contractor's employees working in a locked area to control the accessibility of the area. Access will be authorized only to Contractor employees with identification.

1.13 BUILDING SECURITY. The Contractor shall be responsible to ensure lock up of buildings during non-duty hours. Contract employees shall not open locked rooms or areas to permit entrance by persons other than custodial employees performing assigned duties. All rooms found locked shall not be left unattended during the cleaning process and shall be re-locked by custodial personnel after completion of cleaning duties. At the conclusion of the custodial work in unoccupied spaces outside normal working hours, the Contractor shall extinguish all lights and perform other functions normally required to conserve utilities and prevent damage to the County property.

1.14 VEHICLE REGISTRATION. All vehicles operated in support of the contract, including Contractor and Contractor employees' privately owned vehicles or subcontractor vehicles, shall be properly registered, insured, licensed and safety inspected in accordance with applicable Federal, state and local government requirements.

1.15 CIRCUMSTANCES TO BE REPORTED. The Contractor and the Contractor's employees shall report any circumstances of needed repairs of the facility or unusual soiling of an area which may affect the performance of the work, unhealthy or hazardous conditions, and any delays or interference with the work caused by County employees. Such items shall be reported to the County Contract Administrator immediately upon discovery by the Contractor, but no later than 7:00 A.M. on the following day. Emergency repairs must be notified immediately to EOC at 407-665-5100.

1.16 REPORTING CRIME OR SUSPICIOUS ACTIVITIES. The Contractor shall report any crime to the EOC at 407-665-5100 and law enforcement personnel immediately upon learning of the crime. The Contractor shall also report all suspicious activities or conditions conducive to crime immediately.

1.17 DAMAGES DUE TO FIRE, THEFT, ACCIDENT OR OTHER DISASTER. The County will not be responsible for damage due to fire, theft, accident, or disaster to the Contractor's supplies, materials, equipment, or Contractor's personal belongings brought into the County buildings or onto the government grounds.

1.18 INFESTATIONS. The Contractor shall report all evidence of vermin infestations (i.e., rats, mice, termites, cockroaches, ants, bugs, lice, mites, etc.) to the County Contract Administrator by memorandum stating the location by building identification and room number no later than 7:00 A.M. the following working day. Corrective actions are not the responsibility of the custodial services Contractor.

1.19 LOST AND FOUND PROPERTY. The Contractor shall ensure all articles of personal or monetary value found by the Contractor's employee are turned in to the Security Guard on duty, if available and if not to the Project Manager. The Project

Manager must notify the County Contract Administrator of the incident no later than 7:00 A.M. the following day.

1.20 CONTRACTOR FURNISHED ITEMS.

1.20.1 General. The Contractor shall furnish all supplies necessary to perform the required services with the exception of those items provided by the County. All cleaning products, solutions, chemicals, etc. shall be fragrance free and leave no discernable fragrance after use. The Contractor shall comply with all federal, state, and local laws, regulations and standards regarding the use of chemicals, solutions, etc. The items provided by the County are toilet paper, paper towels, soap and dispensers. The Contractor shall provide all items other than those listed in this Section, necessary for the performance of this contract, including but not limited to the following:

1.20.1.1 All equipment shall have bumpers and guards to prevent marking or scratching of fixtures, furnishing, or building surfaces.

1.20.1.2 All electrical equipment used by the Contractor shall be UL approved and meet safety requirements of this contract. This equipment must operate using existing building circuits. It shall be the responsibility of the Contractor to prevent the operation or attempted operation of electrical equipment, or combination of equipment, which require power exceeding the capacity of existing building circuits. Generally, only 110V circuits are available.

1.20.1.3 The Contractor shall furnish and use commercial type beater bar vacuum cleaners for carpeted floors. Residential type cleaners are not acceptable.

1.20.1.4 The Contractor shall furnish all custodial carts necessary to perform required services.

1.20.1.5 The Contractor shall furnish all equipment required in the performance of the contract including such items as floor buffers, scrubbers, cleaners, ladders, man-lift, scaffolding, etc.

1.21 WORK SCHEDULE. The Contractor shall prepare a monthly working schedule for the performance of custodial services. The monthly working schedules shall conform to the requirements of the contract. This schedule shall be provided and approved by the County Contract Administrator or designated representative prior to commencement of the work and shall notify the County of any changes.

1.22 UTILITIES. The County will furnish all reasonable amounts of electrical power, sewer service and water at no cost to the Contractor during performance of the contract. The Contractor shall carefully conserve all furnished utilities. No County equipment shall be unplugged from receptacles to accommodate Contractor cleaning equipment.

1.23 CONFIDENTIALITY. When cleaning client information areas, Contractor employees are only allowed to perform custodial services. They are not permitted to open file cabinets, read material on County employee's workstations or open shelving, or to look at any material that appears to be related to County business operations. All such materials are confidential.

1.24 TRASH DISPOSAL. The County will furnish trash pick up and disposal. The Contractor shall be responsible for the placement of trash in the nearest dumpster.

1.25 HAZARDOUS CHEMICALS. When a substance is determined to be hazardous, the Contractor shall provide appropriate medical surveillance in accordance with regulations such as OSHA. When a flammable or toxic substance must be used, the employee shall be informed of the hazard and instructed in safety precautions.

1.26. MATERIAL SAFETY DATA SHEETS. The Contractor shall submit, at the request of the County Contract Administrator, any or all Material Safety Data Sheets for hazardous materials proposed for use in the performance of the contract. In addition, the Contractor shall maintain copies available for review by the Contractor employees.

1.27. PREMISES. Contractor shall assume full responsibility for any damage to any County property caused or alleged to have been caused by or incident to the execution of this Work.

SCOPE OF SERVICES

2.1 HALLWAYS, OFFICE WORK AREAS, MEETINGS/CONFERENCE ROOMS, LOBBIES AND KITCHEN/BREAK AREAS

2.1.1 SERVICES REQUIRED DAILY

- A. Sweep all non-carpeted areas with a chemically treated dust mop
The entire work area should be swept, including corners, and under furnishing to remove dust, dry soil, and other loose debris. After sweeping surfaces including corners and areas inaccessible to a mop will be free of all visible soil, streaks, litter, and spots caused by spills. Areas inaccessible to a broom or dust mop should be vacuumed using a backpack vacuum.
- B. Vacuum carpeted traffic areas and remove all obvious debris
Prior to vacuuming, all surface litter (paper clips, staples, gum, etc.) and loose debris will be picked up. Vacuum all traffic areas in offices, hallways, work areas, and meeting or conference rooms. After vacuuming, all traffic areas will be free of visible litter, soil, dust, and embedded grit.
- C. Spot clean carpeted areas
Treat and remove obvious stains, as they appear to prevent setting.
- D. Damp mop all non-carpeted areas
Sweep, using a chemically treated dust mop (see #1). Mop entire floor area moving chairs and trash receptacles to mop underneath. Replace any items moved when floor is completely dry. After mopping, floors will have a uniform appearance free of streaks, film, swirl marks, detergent residue, mop strings, etc. Tile grout should be free of dirt and debris. Any splash marks on baseboards will be removed immediately. Mop shall be thoroughly rinsed, squeezed to extract any water and hung to dry. Mop bucket shall be rinsed out and stored dry.

Entrance areas: remove and clean any entrance mats. Sweep (or dust mop) the entire floor surface. Mop according to instructions above.

The ceramic tile flooring at Sanlando Park should be wet mopped with clean water only. No chemicals are to be used on this floor unless specifically instructed.
- E. Dust, with a chemically treated dust cloth, all horizontal furniture surfaces and underneath
Remove spots, dust, lint, litter, etc. from the surface of desks, chairs, cabinets, bookcases, shelves and other types of furniture and equipment. Items on top of furniture will not be disturbed or moved. County employees will be instructed to remove personal items from surfaces if they wish the entire surface to be cleaned. Plastic and leather furniture will be wiped clean. After dusting, surfaces should have a uniform appearance free of dust, debris, smudges, cobwebs, etc.

- F. Empty and clean all ashtrays and sand urns
Wall-mounted, individual and floor type ashtrays (including "Smoker's Outposts") will be emptied, damp wiped to remove evident soil and returned to their original location.

Libraries: Sand in sand urns will be strained to remove ashes and debris. Library and Leisure Services provides the sand for these locations. The janitorial crew will be responsible for notifying the Contract Administrator when sand needs to be reordered.

- G. Empty all trash and recycling containers, wipe any stains or spills, install replacement liners and carry trash to pickup areas
All waste receptacles will be emptied and returned to their original location. Boxes, paper, etc. placed near a trash receptacle or in a hallway and marked "TRASH" shall be removed. All waste shall be emptied into a trash dumpster in such a manner to prevent the adjacent area from becoming littered. In no case shall trash be placed adjacent to a dumpster. At locations that do not have cardboard recycling, all boxes shall be completely broken down prior to placement in the dumpster. All waste receptacles should be wiped clean inside and outside to remove evident soil or wet spills. In restrooms, germicidal solution shall be used. All plastic liners will be replaced when obviously soiled or torn.

Recycling receptacles are located in most County facilities. These will be emptied into the appropriate recycling collection toter daily. For locations with cardboard recycling, all boxes shall be broken down completely prior to placement in the recycle toter. Most locations only recycle office paper. The County Services Building, Public Safety/Sheriff's Building and the Courthouse recycle office paper, cardboard, newspapers, and mixed containers. Some Parks recycle mixed containers.

- H. Spot clean wall switches, fire doors, countertops, tables and partitions
Remove all pencil and pen marks and other nonpermanent stains from the writing surfaces using a sponge or cloth dampened with a mild detergent solution. The cleaning will not be of such a degree as to remove the finish or leave abrasive marks. After spot cleaning, surfaces will have a uniform appearance free of marks, smudges, streaks, dust, etc.
- I. Clean and polish all drinking fountains
Remove all obvious soil, streaks, smudges, etc. from fountain and immediate surrounding area. Disinfect all porcelain and polished metal surfaces including the orifice and drain. Stainless steel sections will be polished with an appropriate cleaner. After cleaning, the entire drinking fountain will be free of streaks, spots, stains, scales, etc.
- J. Clean all entrance mats
Interior and exterior doormats shall be vacuumed thoroughly. If vacuuming does not remove all soil, the mats shall be taken outside and swept with a stiff broom until all soil has been removed. Entrance mats will be lifted to remove

soil and moisture from underneath and then returned to their normal position. No entrance mat will be placed upon a damp or wet surface.

K. Remove cobwebs

Check for and remove cobwebs from doorways, ceilings, etc.

L. Clean outside entrances and steps

Porches, ramps, steps and any other area outside the building entrance will be swept to remove soil, litter and other debris. Cigarette urns and waste receptacles will be emptied and wiped clean.

M. Empty or replace vacuum machine collection bags at the end of each shift

N. Clean, sanitize and restock dispensers in break rooms

Use a cloth and a mild detergent solution to remove dust, smudges, streaks, etc. from dispensers. All dispensers will be checked daily to ensure enough supply for the next business day. Dispensers will be checked for proper operation after filling and replaced as needed. Soap, paper towels and toilet paper are supplied by the County. The contractor is responsible for installation of new dispensers or replacement of broken dispensers as needed.

O. Clean glass tabletop in BCC small conference room (CSB third floor)

Glass table top will be cleaned with glass cleaner to remove handprints, smudges, streaks, etc.

P. Damp wipe interior elevators walls and handrails

Interior elevators wall and handrails will be wiped with a damp cloth treated with a mild detergent to remove handprints, ink, smudges, etc.

Q. Clean metal doors

Metal doors will be cleaned with a damp cloth treated with a mild detergent to remove handprints, ink marks, streaks, smudges, etc.

2.1.2 SERVICES REQUIRED WEEKLY

A. Dust wall ornaments

Wall ornaments will be dusted and wiped to remove all dust, fingerprints, etc. with care taken not to dislodge ornaments from hanging devices.

B. Wellness Center: clean all machines

Using a soft cloth with a non-abrasive cleaner (SimpleGreen) applied directly to the cloth; thoroughly wipe all Wellness Center equipment to remove dust, dirt, sweat and other marks.

C. Clean all window ledges

Use a backpack vacuum to remove all loose debris from windowsills. Use a damp cloth and mild detergent cleanser to remove streaks, spills, or marks that can not be removed with a vacuum.

- D. Vacuum all carpeted floor areas including under furniture, in corners, behind equipment, and along baseboards
Detail vacuuming includes using a backpack on all areas that a regular vacuum cannot reach. Floor protector pads should also be picked up and vacuumed underneath.
- E. Vacuum upholstered furniture
Vacuum cloth furniture using appropriate attachments to remove all hair, dust, lint, and loose soil.
- F. Polish all bright metal surfaces, chairs and table legs
May be performed by damp wiping and drying with a suitable cloth if a polished appearance is attainable. If polished appearance cannot be produced, clean with a metal cleaner/polish.
- G. Damp wipe tops and other surfaces
Remove all surface litter. Using a treated duster, remove all loose dust and soil from tops of lockers, light fixtures, cabinets, etc. Dust other flat surface with a cloth or sponge dampened in a germicidal detergent solution. After dusting, surface will have a uniform surface free of streaks, smudges, dust, lint, litter, etc.
- H. Clean plastic and leather furniture
Use a cloth dampened with a germicidal detergent solution to remove dust, handprints, streaks, smudges, etc. from all plastic and leather furniture.
- I. Clean door frames and elevator thresholds
Vacuum loose debris from elevator tracks and thresholds. Address all molding, baseboards and spot clean elevator walls, if necessary.

2.1.3 SERVICES REQUIRED MONTHLY

- A. Polish all wood meeting, desk, table and conference table tops
After dusting and spot cleaning, wood table surfaces will be polished using an unscented polish. After wiping polish, wood surfaces will have a uniform appearance free of dust, lint, smudges and smears.
- B. Clean all wood and metal door frames and ledges
Remove all dust, fingerprints, smudges, etc. using a cloth treated with a mild germicidal solution.
- C. Vacuum or brush all HVAC vents including those in elevators
- D. Clean window ledges
Remove all dust, fingerprints, smudges, etc. using a cloth treated with a mild germicidal solution.
- E. Dust, with a chemically treated cloth, all vertical furniture surfaces

Using a cloth dampened with a mild germicidal solution, wipe sides of desks, file cabinets, bookshelves, etc. to remove all dust, smudges, streaks, etc.

2.1.4 SERVICES REQUIRED QUARTERLY

1. Wipe clean horizontal and vertical blinds (plastic laminate only)
This procedure will precede sweeping, vacuuming or dust mopping the floor. Clean blinds with a cloth or sponge treated with a mild detergent solution to remove dust, cobwebs, loose debris.

2.2 RESTROOMS

2.2.1 SERVICES REQUIRED DAILY

- A. Remove all wastebaskets, wipe any stains or spills, install replacement liners and carry trash to pickup areas
All waste receptacles will be emptied and returned to their original location. Using a germicidal solution, all waste receptacles should be wiped clean inside and outside to remove evident soil or wet spills. All plastic liners will be replaced when obviously soiled or torn.
- B. Spot clean all wall surfaces, stall partitions, and doors
Clean partition walls, doors and walls surrounding or adjacent to urinals and commodes. Remove any non-permanent stains, spots, streaks, and graffiti using a cloth scrub pad, or sponge and a germicidal detergent solution. Wipe the surface dry using a clean cloth. After cleaning, surfaces will have a uniform appearance free of dust, lint, streaks, stains and writing.
- C. Clean all mirrors
Clean glass with a suitable glass cleaner. Clean frames and any adjacent shelves with a damp cloth of sponge and polish dry with a paper towel. After cleaning, all surfaces will have no visible signs of streaks, smudges, lint, film, etc.
- D. Clean and sanitize all urinals and toilets
Completely clean, disinfect and deodorize all exposed surfaces of toilets and urinals (urinal blocks are prohibited). A non-abrasive cleaner will be used on exposed hardware which will be dried and polished after cleaning. All foreign material will be removed from the urinal drain tap. After cleaning and completely drying the toilet seat, it should be placed in an upright position. Obstructed toilets and urinals will be reported to the Contract Administrator by 7:00 AM the following business morning.

Note: A list of County Services Building restrooms approved for cleaning is supplied as a separate attachment.

- E. Clean and sanitize wash basins, faucets, handles and countertops
Completely clean and disinfect all exposed surfaces of the sink. A non-abrasive cleaner will be used on the exposed hardware which will also be dried and polished. After cleaning, fixtures will be free of streaks, residue, smudges, etc. Inoperable or broken fixtures should be reported to the Contract Administrator by 7:00 AM the next business morning. Use different cloths, sponges, brushes and scouring pads when cleaning sinks than when cleaning commodes and urinals.
- F. Clean, sanitize and restock all dispensers
Use a cloth and a mild detergent solution to remove dust, smudges, streaks, etc. from dispensers. All dispensers will be checked daily to ensure enough supply for the next business day. Dispensers will be checked for proper operation after filling and replaced as needed. Soap, paper towels and toilet

paper are supplied by the County. The contractor is responsible for installation of new dispensers or replacement of broken dispensers as needed.

G. Sweep and wet mop all floors

Prior to mopping, the floor surface will be swept with a broom to remove all loose dirt and soil. Mop the floor with a germicidal detergent solution and rinse with clean water. After mopping, the floor will have a uniform appearance free of spots, spills, stains, residue, mop strings, etc. Dispose of the remaining germicidal solution by pouring down the floor drain. Mop shall be rinsed and squeezed to extract excess water and hung up to dry. Mop bucket shall be rinsed out and stored dry. Excess water should be removed using a mop or a squeegee. Under no circumstances should standing water remain on any floor.

H. Check showers and remove debris

Remove obvious debris from shower area including but not limited to soap, wrappers, trash, etc.

2.2.2 SERVICES REQUIRED WEEKLY

A. Wash and disinfect interior walls and partitions

Using a cloth and germicidal solution, wipe showers walls and stall partitions thoroughly to remove all dirt, smudges, residue, etc. Clean and polish shower drains and fixtures at this time.

B. Wipe clean all window ledges

Use a cloth and germicidal solution to remove all debris, spots, streaks, smudges, etc. from all restroom window ledges.

C. De-scale toilets, urinals and faucets, if necessary

Remove scale, scum, mineral deposits, rust stains, etc. from the interior of toilet bowls and urinals. After cleaning, toilets and urinals will be free from rings and marks and will have a uniform, bright, shiny appearance.

D. Clean and polish hardware and pipes

After wiping fixture with a non-abrasive germicidal detergent, dry and polish with a dry cloth. After cleaning and polishing, the fixtures will have a uniform appearance free of spots, stains, soil and lime deposits.

E. Clean exhaust fans and air returns

This task will precede sweeping and mopping. Using a cloth and germicidal solution, remove all visible dirt and dust from exhaust fans and air returns.

2.2.3 SERVICES REQUIRED MONTHLY

A. Pressure wash all shower areas (walls, ceilings, doors, etc.)

Shower areas will be cleaned with a high pressure cleaner and a germicidal solution. Excess water should be cleaned up using a mop or a squeegee.

- B. Scrub restroom, locker and shower floors to remove dirt buildup in the tile grouting

All surface litter will be removed before scrubbing. Apply the appropriate cleaning solution and allow to stand for five (5) minutes before scrubbing the surface with a floor buffer equipped with a grit brush. This will remove heavy stains, mildew and mineral deposits from the surface, including the grouting. After scrubbing, the surface will be rinsed thoroughly to remove all remaining detergent solution. Areas not accessible to the buffer will be manually scrubbed with an abrasive hand pad. All cove base and walls will be free of splash marks.

- C. Clean floor drains

Remove grate if possible. Remove all built-up deposits, embedded hairs, etc. from the grate and the neck of the drain. Replace grate. After wet-mopping the floor, empty the remaining germicidal solution down the floor drain. After cleaning, the drain and grate will be free of odors and built-up deposits. Report any obstructed drains to the Contract Administrator by 7:00 AM the following business morning.

2.3 STAIRWELLS (INCLUDING FIRE EXITS)

2.3.1 SERVICES REQUIRED DAILY

- A. Vacuum carpeted areas
- B. Sweep and spot mop all non-carpeted areas
Clean up and spills or residue as needed. Remove loose debris, wrappers, dirt, etc.
- C. Spot clean wall surfaces
- D. Remove cobwebs

2.3.1 SERVICES REQUIRED WEEKLY

- A. Dust banisters, railings and base
Using a cloth and mild detergent solution, wipe all handrails, banisters rails, and base.
- B. Thoroughly damp mop all non-carpeted areas
- C. Clean wall surfaces
If washable paint, walls should be thoroughly wiped with a cloth and mild detergent solution. After cleaning, surface will have a uniform appearance free of dirt, streaks, smudges, handprints, etc.

2.3.2 SERVICES REQUIRED MONTHLY

- A. Polish all wood banisters, railings and base
Polishing will be accomplished only after dusting and spot cleaning. An unscented polish will be used to create a uniform appearance on all wood surfaces. All polish residue should be thoroughly removed from surfaces.

2.4 WINDOWS

Completely clean all sides of windows (unless otherwise indicated below) using an appropriate glass cleaner. After cleaning, the windows will present a uniform appearance free of smudges, streaks, handprints, etc. Areas adjacent to windows that are soiled due to cleaning the glass will be completely cleaned and restored. All windows shall be washed every six months (November and May); exceptions are as follows:

2.4.1 SERVICES REQUIRED DAILY

- A. All glass entrance doors, lobby doors and courtroom doors (inside and outside)
- B. Branch Libraries (5); glass side panels (inside and outside)

2.4.2 SERVICES REQUIRED EVERY TWO WEEKS

- A. County Courthouse (inside second floor lobby windows)
- B. Clerk of Circuit Court, Tax Collector; Oak Grove Shoppes (inside only)
- C. Clerk of Circuit Court, Tax Collector; Wilshire Plaza (inside only)

2.4.3 SERVICES REQUIRED QUARTERLY

- A. County Health Department; Sanford – atrium windows (inside and outside)
- B. Wellness Center – first floor glass enclosure (inside and outside)
- C. County Courthouse (inside first floor lobby windows)
- D. Clerk of Circuit Court, Tax Collector; Oak Grove Shoppes (outside only)
- E. Clerk of Circuit Court, Tax Collector; Wilshire Plaza (outside only)

2.4.4 WINDOWS TO BE EXCLUDED FROM THIS CONTRACT

- A. County Services Building (CSB) – outside of exterior windows
- B. Courthouse – outside of exterior windows
- C. Courthouse Annex – outside of exterior windows
- D. Inside and outside of solar screen windows
- E. All Libraries – outside of exterior windows
- F. 100 E. First Street, Sanford – outside of exterior windows
- G. Central Transfer Station – outside of exterior windows
- H. Softball Complex – outside of exterior windows
- I. Administrative Services – outside of exterior windows
- J. Criminal Justice Center (CJC) – outside of exterior windows
- K. Sheriff's Office/Public Safety Building (SOPS) – outside of exterior windows

2.5 CARPET CLEANING SERVICES

Prior to being shampooed, the entire carpet area will be vacuumed to remove all visible soil, dust and embedded grit. Prior to vacuuming, all such litter will be picked up. All

areas of carpet shall be shampooed using the hot water extraction method. Upon completion, the carpet shall be eighty (80) percent dry and free of all stains with the nap brushed in one direction. All shampoo solution will be removed from the baseboards, doors and other non-floor surfaces and a protective deodorant coating shall be sprayed on the carpet surface. All carpets shall be shampooed every six (6) months (January and July) with the following exceptions:

2.5.1 SERVICES REQUIRED DAILY

- A. Spot cleaning – all buildings

2.5.2 SERVICES REQUIRED WEEKLY

- A. County Services Building – hallways and other traffic areas
- B. Criminal Justice Center – pile lifting (equipment requirements to be provided)

2.5.3 SERVICES REQUIRED EVERY TWO WEEKS

- A. Health Department (Sanford) – perimeter of reception area (front entrance, both sides of waiting area, hallway in front of restrooms), clinic hallway and hallway adjoining WIC area

2.5.4 SERVICES REQUIRED MONTHLY

- A. Agriculture Auditorium
- B. Courthouse – first and second floor south; first, second, and third floor north
- C. All branch libraries

2.5.5 SERVICES REQUIRED EVERY OTHER MONTH

- A. Softball Complex
- B. Sylvan Lake Meeting Room

2.5.6 SERVICES REQUIRED QUARTERLY

- A. Clerk of Circuit Court, Tax Collector; Oak Grove Shoppes
- B. Clerk of Circuit Court; Wilshire Plaza
- C. Courthouse – fourth floor north

2.6 FLOOR FINISHING

2.6.1 SERVICES REQUIRED WEEKLY

- A. Spray-buff hallway and open areas in offices and work areas

2.6.2 SERVICES REQUIRED MONTHLY

- A. Strip all hard surface areas
- B. Apply proper odorless (non-skid) floor finish to all tile areas
- C. County Services Building – grout turbo cleaning

2.7 MISCELLANEOUS REQUIREMENTS

- 2.7.1 With the exception of the Parks and Libraries, all locations are cleaned 5 days per week, after 5:30 PM (unless specifically indicated otherwise). Parks and Libraries are cleaned 7 days per week, with most parks cleaned after 10:00 PM and libraries after library staff have left for the day (see Section 2.8 below).

Other special requirements for cleaning times:

- A. Historical Museum (see 2.7.22 below): 3:00 PM; Tuesday through Thursday
 - B. 302 Bush Loop: Complete before 5:00 PM
 - C. Information Technologies (County Services Building): Begin at 5:30 PM, accompanied by security personnel
 - D. BCC Chambers (County Services Building): on public meeting nights, BCC chambers must be cleaned after meeting concludes
 - E. Mullet Lake Park: Complete before 8:00 AM
 - F. Lake Mills Park: Between 10:00 AM and 12:00 PM
 - G. Kewannee Park: After 5:30 PM
 - H. Juvenile Assessment Center: 7:30 AM
 - I. Technical Services/Evidence (Sheriff's Office/Public Safety): 1:00 PM (by day porter – see Section IX)
- 2.7.2 Contractor will provide emergency contact information that will allow the Contract Administrator to reach a Contractor representative 24 hours per day. At a minimum, a pager number will suffice; a cellular telephone number is preferred. Contractor will notify Contract Administrator within 24 hours of any change in contact information.
- 2.7.3 All cleaning products, solution, chemicals, etc. will be fragrance free and leave no discernable fragrance after cleaning.
- 2.7.4 The County reserves the right to reduce the level of service at any location at any time throughout the term of this contract. Contractor will provide alternate pricing to reduce daily services at all locations cleaned five (5) days per week to cleaning three (3) times per week (Monday, Wednesday and Friday).
- 2.7.5 The County requires the Vendor to conduct criminal background checks on all employees working on this account. Copies of background checks must be provided to the Contract Administrator prior to the start of the contract and upon request at any time during the term of the contract.
- 2.7.6 Pick up debris around outside entrances daily
- 2.7.7 Pick up unusually large quantities of trash upon notification by the Contract Administrator or designee

- 2.7.8 Pick up dispensers and paper supplies from County warehouse and deliver to various buildings. Maintain inventory log at warehouse and deliver copy to Contract Administrator when updated.
- 2.7.9 Install new dispensers upon request or replace broken dispensers as needed
- 2.7.10 Keep janitor closets clean and orderly
- 2.7.11 Clean interior walls, if washable paint, upon request of Contract Administrator
- 2.7.12 Provide emergency water extraction and/or carpet cleaning upon request. During business hours, emergency response time will be within one (1) hour. During non-business hours, response time will be within two (2) hours. Emergencies include, but are not limited to, toilet back up and overflow, vomit or other organic messes in any building, pipe ruptures and/or floods, HVAC leaks, etc.
- 2.7.13 Provide external building pressure cleaning upon request of Contract Administrator or designee
- 2.7.14 Notify Contract Administrator of designee of any irregularities noted during servicing of building, including any items requiring repair or replacement, by calling 407/665-5250 and leaving a message on the voicemail, which is available 24 hours a day, 7 days per week, before 7:00 AM the next business morning.
- 2.7.15 Ensure all doors are locked and all windows are closed and/or locked upon completion of work.
- 2.7.16 Any area not cleaned as scheduled, due to contractor oversight, will be cleaned within two (2) hours of notification.
- 2.7.17 Scheduling of Work:
 - A. Five (5) days prior to commencement of contract, CONTRACTOR shall submit a permanent schedule listing performance of services scheduled weekly, monthly, quarterly and semi-annually. NOTE: For inspection purposes, all weekly, monthly, quarterly and semiannual services for each building must be scheduled for the same day.
 - B. Five (5) days prior to commencement of the contract, the Contract Administrator or designee and the Contractor shall meet and review the total workload and cleaning methods proposed by Contractor.
 - C. Contractor will be required, upon request, to submit status reports of project cleaning tasks performed for comparison to the permanent schedule. The reports will be submitted on forms furnished by the Contractor listing location, project and when completed. For this purpose, project cleaning tasks are considered anything outside of basic services (window cleaning, carpet cleaning, etc.).
- 2.7.18 Courthouse and Courthouse Annex exterior cleaning:

The following shall be swept and cleaned daily. Cleaning shall mean: empty all trash cans within these areas and use brooms and long-handled dustpans for debris removal. Weekends and County-recognized holidays are excluded.

- A. East and West Entrance areas – all sidewalks and seating areas to the bottom of the steps
- B. North end of Courthouse – sidewalks alongside of pool and exit door sidewalk
- C. South end of Courthouse – sidewalk and bench area
- D. East side of Courthouse – sidewalk from handicap ramp to south end of Courthouse Annex
- E. North end of Courthouse Annex – sidewalk to the end of the garbage area including picnic bench

2.7.19 County Services Building exterior cleaning:

The following shall be inspected and cleaned daily. Cleaning shall mean: empty all trash cans within these areas and use brooms and long-handled dustpans for debris removal. All areas listed will be power blown twice per week (Monday and Thursday). Weekends and County-recognized holidays are excluded. When holidays conflict with schedule, power blowing shall occur on the next day.

- A. Sidewalks
- B. Driveways (Blood Bank excluded)
- C. Parking lots
- D. Picnic tables
- E. Gazebo
- F. Trash cans
- G. Cigarette urns
- H. Loading dock areas
- I. Courtyards (paved area between east and center wing and center and west wing).

2.7.20 Court Facilities Building exterior cleaning:

The following shall be inspected and cleaned daily. Cleaning shall mean: empty all trash cans within these areas and use brooms and long-handled dustpans for debris removal. All sidewalks and driveways will be power blown once per week (Friday). Weekends and County-recognized holidays are excluded. When holidays conflict with schedule, power blowing shall occur on the next day.

Hood Avenue side from Commercial Avenue to the north end of the building
Commercial Avenue side from Hood Avenue to southwest corner of building
North and west side driveways

2.7.21 Criminal Justice Center exterior cleaning:

Sweep sidewalks, walkways, around fountain, under benches. Empty cigarette urns and trashcans. Pick up debris.

2.7.22 Historical Museum:

- A. Tuesday: Empty trash bathrooms/kitchen: Swiffer the floors and vacuum the rugs down the North hall and their rooms.
- B. Wednesday: Empty trash bathrooms/kitchen; Swiffer the floors and vacuum the rugs in the middle hall and their rooms but not the pink/Fox room.

- C. Thursday: Empty trash bathrooms/Kitchen; Swiffer the floors/Vacuum in meeting and south side of Museum
 - D. Friday: Empty trash/clean bathrooms/kitchen: Swiffer the floors/vacuum office and large center Day Room
- 2.7.23 Cooperative Extension Service Building and Extension Auditorium: HVAC ducts will be externally cleaned twice per year (every six months).
- 2.7.24 A minimum of two (2) scored inspections per month, at randomly chosen buildings, will be conducted by the Contract Administrator and a Contractor representative utilizing a County designed form and point value system. Inspection dates and times will be scheduled in advance and the Contractor will be notified of the inspection location not less than 60 minutes prior to the inspection start time. The average of the scores for the monthly inspections will determine, based upon an "Inspection/Payment Deduction Scale", if there is a deduction from the monthly payment.
- 2.7.25 When cleaning client information areas, cleaning staff is only allowed to perform cleaning functions. They are not permitted to use the telephone, computers, or other equipment. They are not permitted to open file cabinets, read material on employee workstations or open shelving, or to look at any material that appears to be related to business operations. All such materials are confidential.
- 2.7.26 A quote for day porters will be provided as separate line item. See Section 2.9 for job description and requirements.
- 2.7.27 Certain buildings within this contract have special requirement areas. These areas will be addressed building by building.
- 2.7.28 Execution of a contract with the County constitutes as agreement that in the event of a disaster or emergency, the Contractor will provide first priority for personnel and services to the County. Provide onsite staff at Emergency Operations Center and/or other designated locations before and during emergency events (as requested) and respond within 2 hours after event for cleanup (as requested).

2.8 SPECIFIC TO BRANCH LIBRARIES

The below listed requirements will apply to the five (5) branch libraries. If not noted below, frequencies and standards are as previously specified.

- 2.8.1 Sweep brick (lobby) with a straw broom and mop with soap and water only. Mop a second time with clean water only. NOTE: Do not apply any floor finish.
- 2.8.2 Floor finishing:
 - A. Strip all hard surface areas quarterly
 - B. Apply proper and odorless (nonskid) floor finish to all tile areas (but not brick pavers) quarterly
- 2.8.3 Empty externally located trash containers daily
- 2.8.4 Scheduling:
 - A. When scheduling services for the branch libraries, Contractor must also submit projected begin and end work times.
 - B. Contractor employees are not permitted to begin working until all County employees have left the building. Library staff usually remains on-site 30-45 minutes past closing time.
 - C. Library Hours (subject to change):
 - Monday – Thursday: 9:00 AM to 9:00 PM
 - Friday – Saturday: 9:00 AM to 5:00 PM
 - Sunday: 1:00 PM to 5:00 PM

2.9 DAY PORTER JOB DESCRIPTION

2.9.1 Areas and Hours:

- A. Courthouse and County Services Building: 9:00 AM to 3:00 PM
- B. Public Safety/Sheriff's Building and Juvenile Justice Center (JJC): 9:00 AM to 3:00 PM
- C. Criminal Justice Center: 2 porters: 7:30 AM to 1:30 PM and 11:30 PM to 4:30 PM

2.9.2 Responsibilities:

- A. Outside smoking areas
Pick up all litter, cigarette butts, etc. Empty and clean smoking urns at entrances areas and all picnic areas.
- B. Hallways and stairwells
Pick up all litter on carpet areas and furniture.
- C. Restrooms
Check for paper product and soap dispensers for proper operation; restock if needed. Wipe down counters, clean mirrors, empty trash if necessary. Pick up litter on floor and mop if floor gets wet. Report any stoppages to Contract Administrator or onsite Facilities Maintenance personnel (if applicable).
- D. Public Safety/Sheriff's Building and JJC: clean Technical Services/Evidence area at 1:00 PM.
- E. Respond to any requests received from Contract Administrator at nearby locations.

2.9.3 Appearance and performance of Day Porter

- A. Day Porter will wear a smock or shirt with photo ID badge attached to front at all times during work hours.
- B. Day Porter shall carry a Contractor provided pager or cell phone at all times. All pages will be answered via telephone within five (5) minutes. Corrective action will be immediate. If the porter is in another building, response time will be within twenty (20) minutes.
- C. Day Porter shall, at all times, except during outside cleanup, have a housekeeping push cart with them which contains the necessary supplies to perform all cleaning tasks.
 - 1) Housekeeping cart
 - 2) Bucket, mop and wringer
 - 3) Chemically treated rags
 - 4) Cleaning chemicals
 - 5) Long handle broom and long handle dust pan
 - 6) Paper products and soap cartridges
 - 7) Wet floor signs
 - 8) Large dust mop

- 9) Rubber gloves
- 10) Eye protection
- 11) Toilet bowl brush
- 12) Plastic bags for trash receptacles
- 13) Wet vacuum
- 14) Pager

2.9.4 Courthouse: Day Porter will sign in and out when reporting to the building for work. Log book will be supplied by Contractor. Failure to sign in and out will be cause for non-payment for that day. Log book will be kept in the Clerk of the Court's office in room N-420.

2.9.5 While on duty, Day Porter shall be constantly moving throughout building performing required duties.

RESTROOMS CLEANED AT THE COUNTY SERVICES BLDG.		
FIRST FLOOR	SECOND FLOOR	THIRD FLOOR
1028	2000	3000
1035	2020	3021
1039	2021	3023
1116	2040	ACROSS FROM 3053
1120	2041	3104
1153	M-ACROSS FROM 2104	3108
1188	W-ACROSS FROM 2108	3122
1261 INSIDE 1252	2136	3156
1262	2138	3160
1264	2148	3163
1307	2168	3167
1322	2176	3171
1326	2180	3229
1359	2204	3230
	2321	3342 INSIDE
	2324	3351
	2333	
	2336	
	2341	
	2351	

RFP-1091-06/BLH
Custodial Services for Miscellaneous Seminole County Buildings

INSPECTION/PAYMENT DEDUCTION SCALE		
Score Range		Payment
Maximum	Minimum	%
100.00	95.00	100
94.99	90.00	99
89.99	85.00	98
84.99	83.00	97
82.99	81.00	96
80.99	79.00	95
78.99	77.00	94
76.99	75.00	93
74.99	73.00	92
72.99	60.00	80
59.99	47.00	70
46.99	34.00	60
33.99	0.00	0

Additional Comments:

TOTAL	37	0
GRAND TOTAL	100	0

EXHIBIT B

No.	Location	Street Address	City	SF	Custodial Monthly	Alternate Custodial Monthly (3 days/wk)	Carpet Semi-Annual (2x/yr)	Carpet Quarterly (4x/yr)	Carpet Bi-Monthly (6x/yr)	Carpet Monthly (12x/yr)	Carpet Biweekly (24x/yr)	Carpet Weekly (52x/yr)	Window Cleaning Semi-Annual (2x/yr)	Window Cleaning Quarterly (4x/yr)	Annual Total	Alternate Annual Total (3 days)
1	Central Transfer Station - office	1950 SR 419	Longwood	6,320	\$ 428.00	\$ 300.00	\$ 599.00						\$ 200.00		\$ 5,935.00	\$ 3,800.00
2	Central Transfer Station - scale house	1950 SR 419	Longwood	700	\$ 181.00	\$ 124.00							\$ 100.00		\$ 2,272.00	\$ 1,588.00
3	Landfill Scale House	1930 E. Osceola Road	Geneva	3,000	\$ 468.00	\$ 322.00	\$ 357.00						\$ 252.00		\$ 6,465.00	\$ 4,116.00
4	TOTAL SOLID WASTE	1930 E. Osceola Road	Geneva	72	\$ 124.00	\$ 81.00							\$ 75.00		\$ 1,583.00	\$ 1,047.00
5	Greenwood Lakes WWTF - operations	701 Greenway Boulevard	Lake Mary	10,892	\$ 1,221.00	\$ 827.00	\$ 956.00						\$ 627.00		\$ 16,235.00	\$ 10,551.00
6	Markham Regional WTP	5651 Lake Gussie Circle	Sanford	2,278	\$ 481.00	\$ 328.00	\$ 200.00						\$ 100.00		\$ 6,072.00	\$ 4,048.00
7	NWRWWTF	501 Yankee Lake Road	Sanford	733	\$ 252.00	\$ 193.00	\$ 300.00						\$ 100.00		\$ 3,424.00	\$ 2,416.00
8	SERWTP - maintenance	3300 Dike Road	Winter Park	4,000	\$ 487.00	\$ 338.00	\$ 200.00						\$ 100.00		\$ 6,147.00	\$ 4,158.00
9	SERWTP - operations	3300 Dike Road	Winter Park	4,800	\$ 400.00	\$ 344.00	\$ 544.00						\$ 103.00		\$ 5,512.00	\$ 4,296.00
10	SERWTP - warehouse	3300 Dike Road	Winter Park	4,800	\$ 428.00	\$ 351.00	\$ 200.00						\$ 168.00		\$ 5,487.00	\$ 4,363.00
11	TOTAL WATER AND SEWER			900	\$ 239.00	\$ 154.00	\$ 200.00						\$ 151.00		\$ 3,143.00	\$ 1,923.00
12	Central Branch Library	215 N. Oxford	Casselberry	17,311	\$ 2,287.00	\$ 1,709.00	\$ 1,644.00						\$ 75.00		\$ 2,785.00	\$ 2,105.00
13	East Branch Library	310 Division Street	Oviedo	50,000	\$ 3,484.00					\$ 4,725.00			\$ 697.00		\$ 47,331.00	\$ 31,205.00
14	North Branch Library	150 N. Palmetto Avenue	Sanford	12,000	\$ 868.00					\$ 2,048.00			\$ 798.00		\$ 13,363.00	\$ 8,883.00
15	Northwest Branch Library	580 Greenway Boulevard	Lake Mary	12,000	\$ 866.00					\$ 2,048.00			\$ 798.00		\$ 13,363.00	\$ 8,883.00
16	West Branch Library	245 N. Hunt Club Road	Longwood	12,000	\$ 840.00					\$ 2,048.00			\$ 683.00		\$ 12,811.00	\$ 8,523.00
17	TOTAL LIBRARIES			98,000	\$ 6,938.00					\$ 2,048.00			\$ 683.00		\$ 99,679.00	\$ 65,844.00
18	Criminal Justice Center	101 Bush Boulevard	Sanford	223,000	\$ 12,254.00	\$ 9,196.00	\$ 8,841.00			\$ 1,000.00			\$ 2,310.00		\$ 175,881.00	\$ 110,344.00
19	Juvenile Justice Center	190 Bush Boulevard	Sanford	34,358	\$ 2,268.00	\$ 1,597.00	\$ 2,147.00						\$ 6,500.00		\$ 35,863.00	\$ 25,684.00
20	Courthouse	301 Park Avenue North	Sanford	99,000	\$ 4,279.00	\$ 3,057.00	\$ 500.00						\$ 924.00		\$ 56,767.00	\$ 41,603.00
21	Courthouse - Annex	301 Park Avenue North	Sanford	20,000	\$ 865.00	\$ 614.00	\$ 400.00						\$ 126.00		\$ 10,906.00	\$ 7,494.00
22	Courthouse - Jury Trailer	301 Park Avenue North	Sanford	1,440	\$ 158.00	\$ 127.00	\$ 300.00						\$ 100.00		\$ 2,296.00	\$ 1,624.00
23	TOTAL COURT FACILITIES			377,798	\$ 19,824.00	\$ 14,591.00	\$ 12,188.00			\$ 2,995.00			\$ 9,960.00		\$ 281,713.00	\$ 206,729.00
24	Administrative Services Center	200 W. County Home Road	Sanford	10,000	\$ 823.00	\$ 441.00	\$ 910.00						\$ 284.00		\$ 6,300.00	\$ 4,314.00
25	Agriculture Center	250 W. County Home Road	Sanford	8,500	\$ 463.00	\$ 335.00	\$ 780.00						\$ 58.00		\$ 4,327.00	\$ 3,466.00
26	Agriculture Center Auditorium	232 Bush Boulevard	Sanford	2,000	\$ 255.00	\$ 179.00							\$ 168.00		\$ 7,368.00	\$ 5,532.00
27	Animal Services	205 W. County Home Road	Sanford	4,844	\$ 342.00	\$ 284.00	\$ 475.00						\$ 252.00		\$ 4,831.00	\$ 3,660.00
28	Facilities Maintenance	211 W. County Home Road	Sanford	5,100	\$ 100.00	\$ 167.00							\$ 50.00		\$ 2,054.00	\$ 2,054.00
29	Facilities Maintenance Warehouse Restrooms	141 Bush Loop (2nd floor)	Sanford	1,428	\$ 247.00	\$ 247.00	\$ 300.00						\$ 100.00		\$ 3,364.00	\$ 3,064.00
30	Fleet Maintenance	300 Bush Boulevard	Sanford	2,688	\$ 279.00	\$ 188.00	\$ 300.00						\$ 122.00		\$ 3,770.00	\$ 2,378.00
31	Information Technologies Triple Wide Trailer	302 Bush Boulevard	Sanford	8,500	\$ 463.00	\$ 335.00							\$ 903.00		\$ 6,459.00	\$ 4,923.00
32	Historical Museum	180 Bush Boulevard	Sanford	3,800	\$ 389.00	\$ 261.00	\$ 300.00						\$ 100.00		\$ 5,068.00	\$ 3,232.00
33	Information Technologies	300 Bush Boulevard	Sanford	3,600	\$ 389.00	\$ 261.00	\$ 300.00						\$ 122.00		\$ 3,770.00	\$ 2,378.00
34	Juvenile Assessment Center	181 Bush Loop	Sanford	5,780	\$ 443.00	\$ 306.00	\$ 1,260.00						\$ 903.00		\$ 6,459.00	\$ 4,923.00
35	Stormwater Trailer	177 Bush Loop	Sanford	1,322	\$ 250.00	\$ 164.00	\$ 300.00						\$ 100.00		\$ 5,068.00	\$ 3,232.00
36	Parks Office - Five Points	177 Bush Loop	Sanford	836	\$ 243.00	\$ 203.00	\$ 300.00						\$ 189.00		\$ 6,765.00	\$ 3,861.00
37	Polk Correctional Facility (every other week-carpet only)	211 Bush Boulevard	Sanford	2,569	\$ 279.00	\$ 220.00	\$ 300.00						\$ 75.00		\$ 3,291.00	\$ 2,088.00
38	Public Safety Building/Sheriff's Office	100 Bush Boulevard	Sanford	120,000	\$ 6,818.00	\$ 5,079.00	\$ 5,984.00						\$ 75.00		\$ 3,648.00	\$ 2,511.00
39	Public Safety Training Center	201 Valentia Way	Longwood	7,071	\$ 401.00	\$ 325.00	\$ 300.00						\$ 2,730.00		\$ 80,630.00	\$ 63,678.00
40	Public Works Bath House (outdoor restrooms)	167 Bush Loop	Sanford	350	\$ 180.00	\$ 142.00							\$ 250.00		\$ 5,362.00	\$ 4,150.00
41	Roads - District 5/Ort Road Paving	173 Bush Loop	Sanford	720	\$ 185.00	\$ 121.00							\$ 75.00		\$ 2,235.00	\$ 1,779.00
42	Roads - Stormwater	169 Bush Loop	Sanford	1,792	\$ 258.00	\$ 173.00	\$ 1,182.00						\$ 75.00		\$ 2,295.00	\$ 1,527.00
43	Roads Administration	177 Bush Loop	Sanford	3,000	\$ 385.00	\$ 257.00	\$ 300.00						\$ 75.00		\$ 4,353.00	\$ 2,151.00
44	Roads Landscape Warehouse/Office	149 Bush Loop	Sanford	4,680	\$ 381.00	\$ 295.00	\$ 300.00						\$ 100.00		\$ 5,020.00	\$ 3,184.00
45	Roads (small brick building behind JAC)	101 Bush Loop	Sanford	896	\$ 188.00	\$ 124.00							\$ 75.00		\$ 2,947.00	\$ 3,815.00
46	Traffic Engineering Administration	183 Bush Loop	Sanford	385	\$ 121.00	\$ 121.00							\$ 50.00		\$ 4,331.00	\$ 1,563.00
47	Health Department (Sanford)	140 Bush Loop	Sanford	6,500	\$ 375.00	\$ 268.00	\$ 615.00						\$ 75.00		\$ 1,502.00	\$ 1,502.00
48	Health Department (Casselberry)	400 W. Airport Boulevard	Sanford	47,800	\$ 3,362.00	\$ 2,619.00							\$ 50.00		\$ 4,941.00	\$ 1,563.00
49	Code Enforcement (2nd Street Annex)	132 Seussville Boulevard	Casselberry	9,372	\$ 616.00	\$ 434.00	\$ 300.00						\$ 75.00		\$ 1,502.00	\$ 1,502.00
50	County Services Building	1301 E. Second Street	Sanford	3,120	\$ 278.00	\$ 191.00	\$ 300.00						\$ 1,300.00	\$ 2,520.00	\$ 48,574.00	\$ 39,659.00
51	County Services Building - Boiler Room	1101 E. First Street	Sanford	118,000	\$ 5,715.00	\$ 4,188.00	\$ 7,190.00						\$ 300.00		\$ 7,992.00	\$ 5,508.00
52	Court Facilities (Probation, CDD)	1101 E. First Street	Sanford	5,000	\$ 253.00	\$ 403.00							\$ 75.00		\$ 3,687.00	\$ 2,367.00
53	Community Information Department	110 Commercial Street	Sanford	7,800	\$ 573.00	\$ 403.00	\$ 630.00						\$ 1,900.00		\$ 92,050.00	\$ 66,536.00
54	State Attorney Building (currently vacant)	130 San Carlos Avenue	Sanford	1,879	\$ 333.00	\$ 248.00	\$ 300.00						\$ 452.00		\$ 3,086.00	\$ 2,054.00
55	Oak Grove - Clerk of Court	101 E. First Street	Sanford	20,000	\$ 1,620.00	\$ 1,171.00	\$ 1,700.00						\$ 100.00		\$ 7,966.00	\$ 5,298.00
56	Oak Grove - Tax Collector	995 SR 434 N.	Altamonte Springs	2,178	\$ 333.00	\$ 220.00							\$ 504.00		\$ 4,996.00	\$ 3,076.00
57	Wishire Plaza - Clerk of Court	376 Wishire Boulevard	Altamonte Springs	2,995	\$ 408.00	\$ 298.00							\$ 50.00		\$ 21,644.00	\$ 14,556.00
58	Wishire Plaza - Probation	134 Wishire Boulevard	Casselberry	2,728	\$ 265.00	\$ 189.00							\$ 966.00		\$ 5,439.00	\$ 4,083.00
59	Wishire Plaza - Tax Collector	781 Wishire Boulevard	Casselberry	2,500	\$ 277.00	\$ 191.00	\$ 312.00						\$ 966.00		\$ 6,594.00	\$ 4,083.00
60	Big Tree Park Restrooms (1 set, M/F)	384 General Hutchinson Pkwy	Longwood	4,425	\$ 305.00	\$ 214.00							\$ 672.00		\$ 5,447.00	\$ 3,635.00
61	Greenwood Lake Park Restrooms (1 set, M/F)	3600 Greenway Boulevard	Lake Mary	528	\$ 324.00	\$ 324.00							\$ 100.00		\$ 3,736.00	\$ 2,392.00
62	Keweenaw Park Restrooms (1 set, M/F)	1505 Keweenaw Trail	Casselberry	528	\$ 244.00	\$ 244.00							\$ 50.00		\$ 5,132.00	\$ 4,040.00
63	Lake Mills Park Restrooms (2 sets, M/F)	1301 Tropical Avenue	Chuluota	528	\$ 275.00	\$ 275.00							\$ 50.00		\$ 3,938.00	\$ 3,938.00
64	Markham Trailhead Restrooms (1 set, M/F)	8515 Markham Road	Sanford	1,152	\$ 552.00	\$ 552.00							\$ 50.00		\$ 2,978.00	\$ 2,978.00
65	Mullet Lake Park Restrooms (1 set, M/F)	3600 Mullet Lake Road	Geneva	528	\$ 153.00	\$ 153.00							\$ 50.00		\$ 3,350.00	\$ 3,350.00
66	Red Bug Lake Park (building and 4 outlying restrooms: M/F)	3600 Red Bug Lake Road	Casselberry	456	\$ 385.00	\$ 385.00							\$ 50.00		\$ 6,874.00	\$ 6,874.00
67	Sanlando Park (building and 3 outlying restrooms: M/F)	401 Highlands Street W	Altamonte Springs	5,080	\$ 1,272.00	\$ 1,272.00	\$ 300.00						\$ 50.00		\$ 1,886.00	\$ 1,886.00
68	Seibell Complex (building)	284 W. North Street	Altamonte Springs	3,458	\$ 1,121.00	\$ 1,121.00	\$ 300.00						\$ 102.00		\$ 4,670.00	\$ 4,670.00
69	Soldier's Creek Park Restrooms (2 set, M/F)	2400 SR 419	Longwood	8,000	\$ 1,066.00	\$ 1,066.00							\$ 100.00		\$ 15,666.00	\$ 15,366.00
70	Sylvan Lake Park (building and 5 outlying restrooms: M/F)	845 Lake Markham Road	Sanford	1,400	\$ 234.00	\$ 234.00							\$ 252.00		\$ 13,852.00	\$ 13,352.00
71	Wilson's Landing Park Restrooms (1 set, M/F - start date TBD)	387 Malekian Trail	Sanford	17,768	\$ 1,826.00	\$ 1,826.00	\$ 300.00						\$ 50.00		\$ 13,517.00	\$ 13,517.00
72	Midway Community Center (Fri, Sat, Sun nights)	2045 Hurston Avenue	Sanford	528	\$ 272.00	\$ 272.00							\$ 50.00		\$ 2,658.00	\$ 2,858.00
73	Geneva Wilderness Center and Shop (RR and floors weekly)	2045 Hurston Avenue	Sanford	1,825	\$ 190.00	\$ 190.00							\$ 50.00		\$ 23,189.00	\$ 22,889.00
74	TOTAL OTHER GENERAL FUND LOCATIONS	3501 CR 426	Geneva	4,500	\$ 238.00	\$ 238.00	\$ 300.00						\$ 50.00		\$ 3,314.00	\$ 3,314.00
75	Day Porter - CJC (2 porters, 6 hours each per day, 3120 annual hrs)			476,715	\$ 36,798.00	\$ 29,367.00	\$ 26,138.00	\$ 2,704.00	\$ 946.00	\$ 1,260.00	\$ 4,410.00	\$ 14,380.00	\$ 13,448.00	\$ 5,796.00	\$ 2,906.00	\$ 2,906.00
76	Day Porter - SOPS/JUC (1 porter, 6 hours per day, 1560 annual hrs)				\$ 3,092.00											
77	Day Porter - CSB/CH (1 porter, 6 hours per day, 1560 annual hrs)				\$ 1,546.00											
78	TOTAL DAY PORTERS				\$ 1,546.00											
79	TOTAL				\$ 6,184.00											
80	GRAND TOTAL			980,516	\$ 73,250.00	\$ 46,494.00	\$ 40,925.00									

Custodial Services for Miscellaneous Seminole County Buildings

Additional Services	
	Cost Per Occurrence
Carpet Cleaning	\$.10 per sq. ft.
Clean Animal Services Kennel Windows (inside only)	\$342.00
Emergency Cleanup	\$50.00
Pickup/Delivery of Paper Products (cost per carton)	\$2.95
Post Construction Cleanup (less than 1,000 SF)*	\$.48 per sq. ft.
Post Construction Cleanup (more than 1,000 SF)*	\$.42 per sq. ft.

*Post construction cleanup would include all contracted services (floors, window, restroom cleaning, etc.) necessary to prepare a facility for occupancy.