

Vendor's Offer

"Return this Section with your Response"

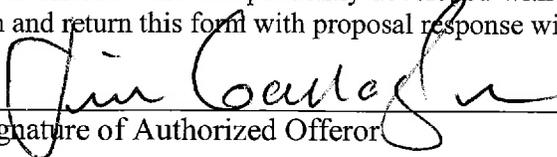
Offeror must complete, sign and submit an original of this form to the City Procurement Office with the proposal response. An unsigned "Vendor's Offer", late proposal response, and/or a materially incomplete response will be considered nonresponsive and rejected. Offeror is to type or legibly write in ink all information required below.

Company Name:	JAN-PRO of Phoenix		
Company Purchase Order Mailing Address:			
Street Address:	1241 West Warner Road Suite 110		
City, State, Zip:	Tempe Arizona 85284		
Contact Person:	Jim Gallagher	Phone Number:	602-438-1000
E-mail Address:	jgallagher@janprophoenix.com	Cell Number:	602-432-9677
<u>Remit To Information</u>			
Company Name (as it appears on invoice):	JAN- PRO of Phoenix		
Company Payment Remit To Address :			
Street Address:	1241 West Warner Road Suite 110		
City, State, Zip:	Tempe, Arizona 85284		
<u>Company Tax Information</u>			
If a Tempe-based firm, provide Tempe Transaction Privilege (Sales) Tax No.:	212188		
<u>Payment Options</u>			
Will your company accept the City's Master Card for payment?	Yes	<input checked="" type="checkbox"/>	No <input type="checkbox"/>
Will your company accept Payment via ACH (Automated Clearing House) for payment?	Yes	<input checked="" type="checkbox"/>	No <input type="checkbox"/>

THIS PROPOSAL IS OFFERED BY

REQUIRED SIGNATURE OF AUTHORIZED OFFEROR (MUST SIGN IN INK)

By signing this Vendor's Offer, Offeror acknowledges acceptance of all terms and conditions contained herein and that prices offered were independently developed without consultation with any other Offeror or potential Offeror. Failure to sign and return this form with proposal response will be considered nonresponsive and rejected.


Signature of Authorized Offeror

5-31-16
Date

Jim Gallagher

Senior Sales Executive

Print or Type Name of Authorized Individual
Form 201-B (RFP)

Title of Authorized Individual

Proposal Questionnaire

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Bidder shall submit answers to the following questions. Responses will be utilized in determination of contract award.

Question	Response
1	Provide the address of the facility that will provide services to the City of Tempe. 1241 West Warner Road Suite 110 Tempe Arizona 85284
2	Describe your company and its history – include years in business 25 Years in business– Janitorial Service Provider
3	<p>Please provide contact information for the primary account representative and a backup contact for the City of Tempe.</p> <ul style="list-style-type: none"> • Contact Name • Phone Number • Cell Phone Number • e-mail address <p><u>primary</u> Jim Gallagher O- 602-438-1000 C – 602-432-9677 jgallagher@janprophoenix.com</p> <p><u>backup:</u> Mr. Obed Rodriguez General Manager o- 602-438-1000 c- 602-299-2841</p> <p>Provide contact information below</p>
4	Provide information about the staffing at the office location that would provide services to the City of Tempe – only cleaning related personnel should be discussed here. Over 500 cleaners – 5 weeks of training – Background Checked.
5	Provide a list of the green cleaning/sanitizing products to be used including product name and manufacturer. Additionally, an MSDS for the products must be included with your submission <u>Spartan Brand Product</u> GS Neutralizer Tri Base ECO-Lizer Bio Reusable Glass cleaner Damp Mop
a	Do the cleaning/sanitizing products you intend to use have the Green Seal Label? Yes
6	Do you understand that use of toilet paper product other than Waxie Green Jumbo Roll – part number 8912 (or City of Tempe approved alternative – you may be required to submit sample) – at the Tempe Beach Park may cause problems with the sewage system and if, through your neglect or use of incorrect product, there is damage to the system, all cost of repairs will be borne by your firm? YES
7	Provide information on the approach you would employ in the cleaning of these facilities to ensure that all are completed within the specified times. On Site, Hands On supervisors at time of each cleaning The JAN-PRO Tracker Fifty-Point Checklist™ or our On-Site Communications Log Book which is our quality control report will generate a monthly service rating. JAN-PRO's monthly physical property inspections This rating is based on a scale of 1-10 and will offer a "Report Card" of your service. This information is reviewed <u>every month</u> and it offers your operations team valuable
8	What type of supervision will be used to insure that facilities are cleaned to established standards Operations Department and Cleaning Crew Members will physically walk and train on property The JAN-PRO Tracker Fifty-Point Checklist™ or our On-Site Communications Log Book which is our quality control report will generate a monthly service rating.
9	What type of training do you utilize to ensure proper use of cleaners/sanitizers? Our training program is a highly specific, regimented five-week program called our MedMetrix Certification™ and JAN-PRO Signature Cleaning Certification.™

10	Will you provide cleaning services seven days per week?	YES
11	Can you provide additional cleaning cycles for specified restrooms on an as needed basis?	YES
a	If Yes, what lead time would you require before services could be performed?	24 hrs.
12	Can you provide continuous staffing for large scale events that occur around Tempe facilities?	Yes
a	If Yes, what lead time would you require before services could be performed?	24 hrs.
13	Explain your process for hiring individuals – include information on background checks, etc.	Full DPS background screening – E-Verify – Credit – Criminal
14	Do you agree to the Terms and Conditions of this RFP?	Yes
a	If No, explain to right	
15	List three (3) governmental or corporate references for which you currently provide similar services. <ul style="list-style-type: none"> • Organization/Firm Name • Contact Name • Phone Number 	<p>Atonement Lutheran School 4001 W. Beardsley Rd. Glendale, AZ 85308 Diane Tinker 623-374-3019</p> <p>Stepping Stones Academy 35812 N 7th Street Phoenix, AZ 85086 Mrs. Alliger 623-465-4910</p> <p>Premier High School 7544 W Indian School Rd # A2 Phoenix, AZ 85033 Claudia or Mrs. Sandoval 623-245-1500</p> <p>Provide Reference Information Below</p>

Specifications

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All park restrooms are of brick construction with concrete floors.

It is **mandatory** that all products utilized be **environmentally friendly ‘green’ products** for cleaning and sanitizing. Green products must bear the green seal (or approved equivalent) label and provide cleaning/sanitizing equivalent to or exceeding the traditional counterparts. Vendors are responsible for training their staff on the use of these products. A copy of the manufacturers MSDS must accompany your submittal.

Contractor shall furnish all necessary labor, tools, equipment, supplies, cleaning chemicals and other accessories and services to perform the specified cleaning services.

Because of the unique characteristics of the sewage system in the Tempe Beach area, only Waxie Green Jumbo Roll – part number 8912 toilet paper may be used.

Cleaning shall be done after 10 pm and be completed no later than 5 am – seven days per week including all holidays.

The City will provide the awarded firm keys for all facilities. It will be the responsibility of the awarded firm to insure that facilities are locked after cleaning is completed. If damage to a facility should occur because firm did not secure the facility, the cost of all repairs will be borne by the awarded firm.

The City expects the awarded firm to provide complete professional services which shall include, but are not limited to, the following cleaning functions:

Cleaning function	Indicate agreement to complete requirement (yes or no)
Clean facility of all cobwebs and insect nests	Yes
Clean light screens around top of unit to insure light penetration	Yes
Sweep	Yes
Foam clean walls and floors	Yes
Hose down following manufacturer direction for cleaning	Yes
Clean and disinfect toilets and urinals to include removal of stains, streaks, film, mildew, deposits, etc.	Yes
Clean and disinfect sinks to include removal of stains, streaks, film, mildew, deposits, etc.	Yes
Wipe down soap and paper dispensers	Yes
Clean ‘mirror’ surfaces	Yes
Replenish paper products	Yes
Pick up trash around restroom exterior	Yes
Outside trash container – empty 55 gallon trash container, wipe down interior and exterior, and replace liner	Yes
Inside trash container – empty trash container, wipe down interior and exterior, and replace liner	Yes
Clean and disinfect drinking fountain to include removal of stains, streaks, film, mildew, deposits, etc.	Yes
Other required duties	Indicate agreement to complete requirement (yes or no)
Complete ‘Daily Work Report’ and forward to City (draft of document include in solicitation)	Yes
Report any clogs to the City	Yes
Report any graffiti to the City	Yes
Notify the City of any damaged fixtures	Yes
Notify the City of any damaged or burned out lights	Yes

Pricing Section

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Daily Cleaning

	Location	Daily Cost	Staffing to be used	Propose Start Time	Estimated Time to Clean (minutes)
1	Benedict Sports Complex	\$16.00	1 Cleaner	10:00 pm	60
2	Canal Park	\$16.00	1 Cleaner	10:00 pm	60
3	Clark Park – Restroom	\$8.00	1 Cleaner	10:00 pm	30
4	Clark Park – Recreation Center	\$8.00	1 Cleaner	10:00 pm	30
5	Connelley Elementary School	\$16.00	1 Cleaner	10:00 pm	60
6	Cyprus Park (Hollis Park)	\$16.00	1 Cleaner	10:00 pm	60
7	Daley Park	\$16.00	1 Cleaner	10:00 pm	60
8	Hudson Park	\$16.00	1 Cleaner	10:00 pm	60
9	Jaycee Park	\$16.00	1 Cleaner	10:00 pm	60
10	Kiwanis Recreation Center - #5550 on Lake	\$7.00	1 Cleaner	10:00 pm	20
11	Kiwanis Recreation Center – Rueben Romero	\$7.00	1 Cleaner	10:00 pm	20
12	Kiwanis Recreation Center – Sister City	\$7.00	1 Cleaner	10:00 pm	20
13	Kiwanis Recreation Center – #5775	\$7.00	1 Cleaner	10:00 pm	20
14	Kiwanis Recreation Center – Boat Dock	\$7.00	1 Cleaner	10:00 pm	20
15	Kiwanis Recreation Center – Ball Field	\$7.00	1 Cleaner	10:00 pm	20
16	Marina @ Rio Salado	\$19.00	2 Cleaners	10:00 pm	120
17	McKemey School	\$16.00	1 Cleaner	10:00 pm	60
18	Papago North	\$8.00	1 Cleaner	10:00 pm	30
19	Papago South	\$8.00	1 Cleaner	10:00 pm	30
20	Selleh Park	\$16.00	1 Cleaner	10:00 pm	60
21	Tempe Beach	\$50.00	2 Cleaners	10:00 pm	120
22	Tempe Sports Complex – Main Complex	\$8.00	1 Cleaner	10:00 pm	30
23	Tempe Sports Complex – #8419 Skate Board	\$8.00	1 Cleaner	10:00 pm	30
24	Tempe Sports Complex – Soccer Field	\$8.00	1 Cleaner	10:00 pm	30
Total Daily Cost		311.00			

Pricing Section

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Supplemental Cleanings and Event Staffing

Quantities shown are estimates only and may not represent actual utilization.

Pressure washing will be done on an ‘as-needed’ basis (no utilization is guaranteed) – please provide pricing for all location.

	Location	Additional Cleanings			Event Staffing			Optional Pressure Wash Facility (cold)	Optional Pressure Wash Facility (Hot)	
		Qty	Cost	Extended Cost	Hours	Cost per Hour	Extended Cost	Cost	Cost	
1	Benedict Sports Complex	2	\$16.00	\$32.00	20	\$16.00	\$320.00	\$ 20.00	\$30.00	
2	Canal Park	1	\$16.00	\$16.00	1	\$16.00	\$16.00	\$10.00	\$15.00	
3	Clark Park – Restroom	1	\$16.00	\$16.00	1	\$16.00	\$16.00	\$10.00	\$15.00	
4	Clark Park – Recreation Center	1	\$16.00	\$16.00	1	\$16.00	\$16.00	\$ 10.00	\$15.00	
5	Connelley Elementary School	1	\$16.00	\$16.00	1	\$16.00	\$16.00	\$ 10.00	\$15.00	
6	Cyprus Park (Hollis Park)	1	\$16.00	\$16.00	1	\$16.00	\$16.00	\$ 10.00	\$15.00	
7	Daley Park	1	\$16.00	\$16.00	1	\$16.00	\$16.00	\$ 10.00	\$15.00	
8	Hudson Park	1	\$16.00	\$16.00	1	\$16.00	\$16.00	\$ 10.00	\$15.00	
9	Jaycee Park	1	\$16.00	\$16.00	1	\$16.00	\$16.00	\$10.00	\$15.00	
10	Kiwanis Recreation Center - #5550 on Lake	1	\$16.00	\$16.00	1	\$16.00	\$16.00	\$10.00	\$15.00	
11	Kiwanis Recreation Center – Rueben Romero	1	\$16.00	\$16.00	1	\$16.00	\$16.00	\$10.00	\$15.00	
12	Kiwanis Recreation Center – Sister City	1	\$16.00	\$16.00	1	\$16.00	\$16.00	\$10.00	\$15.00	
13	Kiwanis Recreation Center – #5775	1	\$16.00	\$16.00	1	\$16.00	\$16.00	\$10.00	\$15.00	
14	Kiwanis Recreation Center – Boat Dock	1	\$16.00	\$16.00	1	\$16.00	\$16.00	\$10.00	\$15.00	
15	Kiwanis Recreation Center – Ball Field	1	\$16.00	\$16.00	1	\$16.00	\$16.00	\$10.00	\$15.00	
16	Marina @ Rio Salado	1	\$16.00	\$16.00	1	\$16.00	\$16.00	\$10.00	\$15.00	
17	McKemey School	1	\$16.00	\$16.00	1	\$16.00	\$16.00	\$10.00	\$15.00	
18	Papago North	1	\$16.00	\$16.00	1	\$16.00	\$16.00	\$10.00	\$15.00	
19	Papago South	1	\$16.00	\$16.00	1	\$16.00	\$16.00	\$10.00	\$15.00	
20	Selleh Park	1	\$16.00	\$16.00	1	\$16.00	\$16.00	\$10.00	\$15.00	
21	Tempe Beach	20	\$16.00	\$320.00	134	\$16.00	\$2,144.00	\$100.00	\$200.00	
22	Tempe Sports Complex – Main Complex	17	\$16.00	\$272.00	84	\$16.00	\$1,344.00	\$85.00	\$170.00	
23	Tempe Sports Complex – #8419 Skate Board	1	\$16.00	\$16.00	1	\$16.00	\$16.00	\$10.00	\$15.00	
24	Tempe Sports Complex – Soccer Field	1	\$16.00	\$16.00	1	\$16.00	\$16.00	\$10.00	\$15.00	
Total			\$960.00		Total			\$4,128.00		