



CITY OF BRYANT

STREET/WATER/WASTEWATER DEPARTMENTS

210 S.W. 3rd Street
Bryant, AR 72022
(501) 943-0999

www.cityofbryant.org

INVITATION AND BID SPECIFICATIONS FOR CLEANING 2015 CALENDAR YEAR

The City of Bryant Street/Water/WasteWater Departments are requesting Bids for cleaning the facilities at 1017 & 1019 SW 2nd Street, Bryant, Arkansas. The three buildings consist of a total of 10 offices (4 with carpet), 5 bathrooms, 1 locker room and 2 large training/break rooms with a kitchen. Services are required **once a week**.

Please call (501) 943-0468 to setup an appointment to view the premises. All bids must be received in the City of Bryant Street Department Office, Attn: Nancy Addante, no later than **1:00 p.m. on Thursday, December 11, 2014**. The City reserves the right to reject any and/or all Bids submitted.

Bids must be sealed and clearly marked:

“Bid No. 2015-09 – Cleaning Bid”

The following services are needed:

- Empty all trash and replace trash bags
- Dust mop and wet mop concrete floors
- Vacuum all carpet/rugs
- Dust window sills, desks, book cases, file cabinets and picture frames
- Clean bathrooms and kitchen areas including sinks, vanities, walls, tables, chairs, coffee area microwaves and refrigerator.
- Clean windows, window sills, blinds, fixtures, ceiling fans, doors and door glass, inside and out
- Wipe down corners, baseboards, door frames, and spot clean carpets as needed
- Strip & wax tiled floors quarterly (3 times)

Contractor will be responsible for paying his/her estimated income tax, self-employment tax, workers compensation, employer's liability insurance, and will not be treated as an employee of the City of Bryant.

Approximate square footage of Bldg. #1 is 2,200 sq. ft.
Approximate square footage of Bldg. # 2 is 300 sq. ft.
Approximate square footage of Bldg. #3 is 2,800 sq. ft.

Annual Cleaning Bid
Bid No. 2015-09

Bid Opening Date: Thursday, December 11, 2014
Street Department Conference Room @ 1:00 p.m.
1017 SW 2nd Street Bryant, AR 72022

City to furnish: trash bags, hand soap, paper products.

Contractor to furnish: electric equipment and cleaning chemicals necessary to fulfill the terms of this bid.

Bid Amount: \$ _____ **PER MONTH.**

Unsigned bids will be rejected:

Authorized Agent bidding on this project:

Company Name

Company Representative Name

Representative's Signature

Date

Address

Email Address

Telephone Number / Fax Number