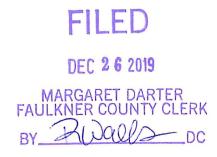
#### FAULKNER COUNTY

## JIM B. BAKER COUNTY JUDGE

801 Locust Street • Conway, AR 72034



# IN THE COUNTY COURT OF FAULKNER COUNTY, ARKANSAS COURT ORDER 19-178

IN THE MATTER OF ACCEPTING A BID FOR CUSTODIAL SERVICES FOR THE FAULKNER COUNTY LIBRARY, CONWAY LOCATION

Having opened and reviewed the submitted bids for custodial services for the Faulkner County library, Conway location on December 5, 2019, the Faulkner County Court, by and through the County Judge, finds and orders as follows:

That Superior Janitorial Services, Inc. shall be awarded the contract, pursuant to its bid, as a result of submitting the lowest responsible bid and meeting all other qualifications.

IT IS SO ORDERED

Jim B. Baker

Faulkner County Judge

December 20, 2019

FILED
DEC 05 2019

#### NOTICE TO BIDDERS

FAULKNER COUNTY CLERK for the Faulkner County O

Faulkner County will be accepting sealed bids on custodial services for the Faulkner Library, Conway location.

Bid specifications and Submittal forms may be obtained from the Faulkner County Judge's Office. Bids will be accepted until 9:00 am on Thursday, December 5, 2019, at which time they will be opened at the Faulkner County Judge's Office, located at 801 Locust Street Conway AR, 72034. Faulkner County reserves the right to accept or reject any or all bids placed and waive formalities.

Bids should be submitted in total including taxes, for the price to be paid by Faulkner County.

Direct questions and requests for clarifications related to this RFP to John McGraw at 501-327-7482.

Bids may be mailed to:

Faulkner County Judge's Office Attn: Library Custodial Services 801 Locust Street Conway AR, 72034

> RECEIVED NOV 2 1 2019

Faulkner County, Arkansas

Library Custodial Services

Date: October 30, 2019

Reference: Library Custodial Services

Bid is to be addressed to:

Faulkner County Judge's Office Attn: Library Custodial Services

801 Locust Street

Conway, Arkansas 72034

BIDS ARE DUE ON Thursday, December 5, 2019 by 9:00 A.M.

Bids may be mailed or hand delivered to Judge Jim Baker, County Judge, Faulkner County, Arkansas. All bids must be turned in prior to the 9:00 AM deadline.

\*\*\*\*\*\*Faxed, Phone, or e-mail bids will not be accepted.

\*\*\*\*\*All bids must be in a sealed envelope and marked Attn: Library Custodial Services

\*Daily is at least five (5) times a week

sk	Frequency
	recquercy
	Daily
	Weekly
	Monthly
Le	Weekly
	Daily
	Daily
d	Daily
	Daily
	Daily
	Daily
	Weekly
	Weekly
<, credenzas.	
	Daily
	Wooldy
	Weekly
ate	Weckly
	Weekly
	Daily
	Daily
	te d «, credenzas.

Areas	Task	Frequency
Lobby		
Empty trash and repl	ace liner as needed	Daily
	d spot clean partition gloss	Daily
Clean entrance glass	•	Daily
Dust horizontal surfa		Daily
Straighten any magaz	rines on tables	Daily
Vacuum mats		Daily
Vacuum & wet mop	floors	Daily
Clean and empty ash	tray can	Daily
Clean/dust picture fra	The state of the s	Weekly
Dust table legs		Weekly
Clean and wipe light:	switches/kick plate	Weekly
Dust window sills		Weekly
Spot cleans pills on c	arpet & tile floors	Daily
Spot clean walls		Daily
Office Areas		
Empty trash and repla	ce liner as needed	Daily
Clean and sanitize drii		Daily
Clean glass doors and	_	Daily
Vacuum traffic lanes		Daily
Vacuum wall to wall		Weekly
Wet mop floors		Weekly
Spot clean horizontal	surfaces of desks, credenzas.	
tables, filing o		Daily
Dust horizontal surfac	es	Weekly
Dust picture frames, cl	loeks, & desks	Weekly
Clean and wipe light s	witches kick plate	Weekly
Wet mop rubber mats		Weekly
Spot clean spills on car	pet & tile floors	Daily
Spot clean walls	*	Daily

Areas		Task	Frequency
Corridors			
Wet i Dust Dust Clean Spot c	um floors mop floors horizontal surfaces picture frames, clocks and wipe light switch clean spills on carpet &	nes kiek plate	Daily Weekly Weekly Weekly Weekly Daily Daily
Breakroom			
Empt Wipe Clean Vacut Clean Clean Clean Spot c	o clean counters and to y trash and replace li- clean or dust horizont and sanitize drinking im & wet mop floors microwave dust picture frames. Of and wipe light switched lean spills on carpet & lean walls	ner al surfaces fountain clocks es kick-plate, ice box	Daily Daily Daily Daily Daily Weekly Weekly Daily Daily

Areas	Task	Frequency
		, ,
Carpat		
Carpet		
Shampoo carpet		Extra Cost
Floors		
Scrub and re finish w. 3 co.	ats	Extra Cost
Strip and re finish w 3 coa		Extra Cost
sarp and to mish will be a	C.3	ratte Cost
General		
Dust air vents		Monthly
Notify building contact of	any in irregularities	Daily
(Unlocked doors, p	lumbing, supplies, etc.)	, , , , , , , , , , , , , , , , , , ,
	cept those to be left on,	
close windows and		Daily
Customer service visit		Bi-Monthly
Formal customer review		Quarterly
Review check communic	ation log	Daily

Note: Customer furnishes paper and soap supplies.

• Bidders shall submit their bids on the form supplied by the Judge's Office.

Bid
Name of Company
Name of Individual Representing Company
The above named company offers to provide custodial services with the following specifications

### **Task Schedule** For

# Faulkner County Libraries \*Daily is at least five (5) times a week

	Daily is at least tive (5) times a week	
Areas	Task	Frequency
Restrooms		
Imply trash and repl	lace liner	Daily
Empty sanitary contr	tiner	Daily
Clean toilets, sinks, i	irinals	Daily
Clean mirrors		Daily
Clean and fill soap &	paper dispensers	Daily
Dust horizontal surfa	ices	Daily
Low dust		Weckly
High dust		Monthly
Clean and wipe light	switches kick plate	Weekly
Vacuum & wet mop	floors	Daily
Spot clean walls		Daily
Reading Areas		
Empty trash and repl	ace liner as needed	Daily
Clean and sanitize dr	inking fountain	Daily
Clean glass doors and		Daily
Vacuum traffic lanes	•	Daily
Vacuum wali to wall		Weekly
Wet mop floors		Weekly
	I surfaces of desks, credenzas,	
	cabinets, Etc.	Daily
Dust horizontal surfa		Weekly
Dust picture frames.	, eloeks. & desks	Weekly
Clean and wipe ligh		Weekly
Wet mop rubber ma		Weekly
Spot elean spills on e		Daily
Spot clean walls		Daily

Areas	Task	Frequency
Lobby		
Empty trash and repl	lace liner as needed	Daily
	d spot clean partition glass	Daily
Clean entrance glass		Daily
Dust horizontal surfa		Daily
Straighten any magaz	zines on tables	Daily
Vacuum mats		Daily
Vacuum & wet mop	Hoors	Daily
Clean and empty ash	n tray can	Daily
Clean/dust picture fra	imes, clocks, blinds	Weekly
Dust table legs		Weekly
Clean and wipe light	switches kick plate	Weekly
Dust window sills		Weekly
Spot clean spills on c	arpet & tile floors	Daily
Spot clean walls		Daily
Office Areas		
Empty trash and repla	nce liner as needed	Daily
Clean and sanitize dri		Daily
Clean glass doors and	~	Daily
Vacuum traffic lanes	,	Daily
Vacuum wall to wall		Weekly
Wet mop floors		Weekly
-	surfaces of desks, credenzas,	
tables, filing of		Daily
Dust horizontal surfac	tes	Weekly
Dust picture frames, el	locks, & desks	Weekly
Clean and wipe light s	witches kick plate	Weekly
Wet mop rubber mats		Weekly
Spot clean spills on ca	rpet & tile floors	Daily
Spot clean walls	*	Daily

Areas	Task	Frequency
Corridors		
Vacuum floors		Daily
Wet mop Hoors		Weekly
Dust horizontal surf	uces	Weekly
Dust picture frames	, eloeks	Weekly
Clean and wipe ligh	t switches kick plate	Weekly
Spot clean spills on	carpet & tile floors	Daily
Spot clean walls		Daily
•		
Breakroom		
Damp clean counte	rs and table tops	Daily
Empty trash and rep		Daily
Wipe clean or dust h	porizontal surfaces	Daily
Clean and sanitize di		Daily
Vacuum & wet mop	floors	Daily
Clean microwave		Daily
Clean/dust picture fi	ames, clocks	Weekly
Clean and wipe light	switches kick plate, ice box	Weekly
Spot clean spills on c	earpet & tile floors	Daily
Spot clean walls		Daily

Areas	Task	Frequency
Carpet		
Shampoo carpet		Extra Cost
Floors		
Scrub and re finish w 3 c	oats	Extra Cost
Strip und re finish w 3 co		Extra Cost
General		
Dust air vents		Monthly
	Cany in irregularities plumbing, supplies, a xcept those to be left	ctc)
close windows and	•	Daily
Customer service visit		Bi-Monthly
Formal customer review		Quarterly
Review check communi	cation log	Daily
Note: Customer furnishes paper ar	nd soap supplies.	
to Faulkner County, at a base price	ce of <u>2050</u>	.00
Total bid price (including taxes):	20501	00
Signature: Refound	ares	Date: 11-21-19
Name: RElaunda For	nes	



DEC 2 0 2019

MARGARET DARTER FAULKNER/QOUNTY CLERK

STATE OF ARKANSAS COUNTY OF FAULKNER

90117143 Faulkner County Judge 801 Locust St Conway, AR 72034

I, Eden Cameron, do hereby certify that I am the Authorized Agent of the Log Cabin Democrat, a daily newspaper published in the city of Conway, Arkansas, and having a bonafide circulation in Faulkner County, Arkansas, that said newspaper has been published at regular intervals continuously during a period of at least twelve (12) months prior to the date of publication of the annexed:

#### **Notice to Bidders**

and is in all respects eligible and qualified to publish legal notices under the provisions of Act 152 of the 1937 Acts of the General Assembly of the State of Arkansas as amended by Act 263 of the 1937 Acts of the General Assembly of the State of Arkansas.

I further certify that said legal advertisement, a copy of which is hereby attached, was published in said newspaper on the following days, to wit:

Ad Number	Date Published
90835814	11/21/19

AFFIANT: Subscribed and sworn to, this ELIESHA WOLVERTON My commission expires MY COMM/SSION # 12357914 EXPIRES: December 13, 2026 Faulkner County Cost for Printing: \$72.00 LEGALS

Cost of Affidavit: \$5.00 Total Cost: \$77.00

#### **NOTICE TO BIDDERS**

Faulkner County will be accepting sealed bids on custodial services for the Faulkner County Library, Conway location.

Bid specifications and Submittal forms may be obtained from the Faulkner County Judge's Office. Bids will be accepted until 9:00 am on Thursday, December 5, 2019, at which time they will be opened at the Faulkner County Judge's Office, located at 801 Locust Street Conway AR. 72034. Faulkner County reserves the right to accept or reject any or all bids placed and waive formalities.

Bids should be submitted in total including taxes, for the price to be paid by Faulkner County.

Direct questions and requests for clarifications related to this RFP to John McGraw at 501-327-7482.

Bids may be mailed to:

Faulkner County Judge's Office Attn: Library Custodial Services 801 Locust Street Conway AR, 72034

Name of Company Name of Individual Representing Company

The above named company offers to provide custodial services with the following specifications

#### Task Schedule For

#### **Faulkner County Libraries**

\*Daily is at least five (5) times a week

MARGARET DARTER

Frequency Areas Task Restrooms Empty trash and replace liner Daily Empty sanitary container Daily Clean toilets, sinks, urinals Daily Clean mirrors Daily Clean and fill soap & paper dispensers Daily Dust horizontal surfaces Daily Low dust Weekly High dust Monthly Clean and wipe light switches/kick plate Weekly Vacuum & wet mop floors Daily Spot clean walls Daily Reading Areas Empty trash and replace liner as needed Daily Clean and sanitize drinking fountain Daily Clean glass doors and partition Daily Vacuum traffic lanes Daily Weekly Vacuum wall to wall Weekly Wet mop floors Spot clean horizontal surfaces of desks, credenzas, Daily tables, filing cabinets. Etc. Weekly Dust horizontal surfaces Weekly Dust picture frames, clocks, & desks Weekly Clean and wipe light switches/kick plate Weekly Wet mop rubber mats Daily

Spot clean spills on carpet & tile floors

Spot clean walls

Daily

Areas	Task	Frequency
Lobby		
Empty trash and replace Clean glass doors and	ce liner as needed spot clean partition glass	Daily Daily
Clean entrance glass of		Daily
Dust horizontal surfac		Daily
Straighten any magazin	nes on tables	Daily
Vacuum mats		Daily
Vacuum & wet mop f	loors	Daily
Clean and empty ash	tray can	Daily
Clean/dust picture fran	nes, clocks, blinds	Weekly
Dust table legs		Weekly
Clean and wipe light sy	witches/kick plate	Weekly
Dust window sills		Weekly
Spot clean spills on car	rpet & tile floors	Daily
Spot clean walls		Daily
Office Areas		
Empty trash and replac	e liner as needed	Daily
Clean and sanitize drinl		Daily
Clean glass doors and p	partition	Daily
Vacuum traffic lanes		Daily
Vacuum wall to wall		Weekly
Wet mop floors		Weekly
Spot clean horizontal s	urfaces of desks, credenzas,	
tables, filing ca	abinets, etc.	Daily
Dust horizontal surface	S	Weekly
Dust picture frames, clo	ocks, & desks	Weekly
Clean and wipe light sw	vitches/kick plate	Weekly
Wet mop rubber mats		Weekly
Spot clean spills on carp	pet & tile floors	Daily
Spot clean walls		Daily

Areas	Task	Frequency
Corridors		
Vacuum floors		Daily
Wet mop floors		Weekly
Dust horizontal surfaces		Weekly
Dust picture frames, clos	cks	Weekly
Clean and wipe light swi	itches/kick plate	Weekly
Spot clean spills on carpe	et & tile floors	Daily
Spot clean walls		Daily
Breakroom		
Damp clean counters ar	nd table tops	Daily
Empty trash and replace	e liner	Daily
Wipe clean or dust horiz	ontal surfaces	Daily
Clean and sanitize drinki	ng fountain	Daily
Vacuum & wet mop floor	rs	Daily
Clean microwave		Daily
Clean/dust picture frame	es, clocks	Weekly
Clean and wipe light swit	tches/kick plate, ice box	Weekly
Spot clean spills on carpe	et & tile floors	Daily
Spot clean walls		Daily

to

Areas	Task	Frequency		
Carpet Shampoo carpet		Extra Cost		
Floors				
Scrub and re finish w/3 co		Extra Cost Extra Cost		
General				
Dust air vents		Monthly		
Notify building contact of any in irregularities  (Unlocked doors, plumbing, supplies, etc.)  Turn off all lights except those to be left on,		Daily		
close windows ar	<u>-</u> :	Daily		
Customer service visit		Bi-Monthly		
Formal customer review		Quarterly		
Review /check commun	ication log	Daily		
Note: Customer furnishes paper and soap supplies.				
Faulkner County, at a base price of \$2100.00 monthly				
otal bid price (including taxes):				
gnature: Oll OC DOWN Date: 11-01-19				
ama HOODO KOLK	100			



## **ESTIMATE**

Moppin' Mommas PO BOX 2665 Conway, Arkansas 72033 United States

5015487893 www.moppinmommasonline.com

BILL TO

Faulkner County Library
Faulkner County Judge's Office
1900 Tyler St.
Conway, Arkansas 72032
United States

501-327-7482 john@fcl.org Estimate Number: 5

Estimate Date: November 21, 2019

Expires On: November 21, 2019

Grand Total (USD): \$2,291.63

Items	Quantity	Price	Amount
office cleaning Cleaning the Library 5 nights a week as detailed description given in bidding packet. Amount is for monthly bill.	1	\$2,100.00	\$2,100.00
		Subtotal:	\$2,100.00
		Conway Tax 9.125%:	\$191.63
		Total:	\$2,291.63
		Grand Total (USD):	\$2,291.63