

JANITORIAL SERVICES – PROPOSAL FORM

Date: December 10, 2019
2:00 p.m. Local Time

TO: Mr. Alex Dudchock
Shelby County Commission
200 West College Street
Columbiana, AL 35051

Pursuant to and in compliance with the Invitation to Bid and the proposed Specifications relating to the performance:

Janitorial Services - Shelby County, Alabama

Including Addenda _____

The undersigned, having become thoroughly familiar with the terms and conditions of the proposed Specifications and with local conditions affecting the performance and costs of the Work at the place where the Work is to be completed, and having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the Work in strict accordance with the Specifications.

1. I understand that the Owner reserves the right to reject this Bid, but that this Bid shall remain open and not be withdrawn for a period of sixty (60) days from the date prescribed for its receiving.
2. The Bidder, if awarded the contract, hereby agrees to commence work under this contract on the date specified.
3. If written notice of the acceptance of this Bid is mailed or delivered to the undersigned within sixty (60) days after the date set for the receiving of this Bid, or at any other time thereafter before it is withdrawn, the undersigned shall execute and deliver the Contract Documents to the Owner in accordance with this Bid as accepted, and will also furnish and deliver to the Owner the Performance Bond as specified and proof of insurance coverage, all within ten (10) days after delivery of the notification of acceptance of this Bid.
4. Notice of Acceptance or request for additional information may be addressed to the undersigned at the address set forth below.

Manpower Plan

Area	Buildings Included	Staffing Anticipated per Area		Hours Anticipated per Area	
		# of Supervisors	# of Workers	Supervisor Hours	Worker Hours
1.	Courthouse Complex includes Courthouse and Courthouse Annex, Property Tax Commissioner/ IT Bldg., Butch Ellis Bldg., Administration Bldg., Columbiana License Office, 202 Building				
2.	Columbiana includes Ray Bldg., Sheriff's Office at Jail, Sheriff's Training Center, John E. Jones Agri-Center, Historical Society, Landfill Scale House, Regional Juvenile Detention, Environmental Building, Facilities Office & Warehouse				
3.	Pelham includes County Services, Mary Ellen Estes (Heardmont) Sr. Center, Heardmont House., Inverness Tag, & License Office and Hwy 280 Sheriff's Substation				
4.	Water Customer Service Office - Westover				

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The required Bid Bond is attached to this Bid.

THE UNDERSIGNED OFFERS THESE PRICES, TERMS AND DELIVERY AS PER BID SPECIFICATIONS:

NAME OF COMPANY:

Signature:

Address:

Telephone:

Facsimile:

Bid Bond:

Sworn to and Subscribed before me

This the _____ day of _____, 2019.

Notary Public

My Commission Expires _____

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Building Name	Location	Frequency Cleaned	Bid Per Month By Building
Shelby County Courthouse, Includes Courthouse Annex	100 N. Main Street - Columbiana	5 days / week	\$
Butch Ellis Building	100 W. College Street - Columbiana	5 days / week	\$
County Administration Bldg.	200 W. College Street - Columbiana	5 days / week	\$
Property Tax Commissioner /IT Building	102 Depot Street - Columbiana	5 days / week	\$
Columbiana License Office	104 Depot Street - Columbiana	5 days / week	\$
202 Building	202 W College Street - Columbiana	5 days/ week	
Ray Building	504 Highway 70 - Columbiana	5 days / week	\$
John E. Jones Agri-Center	54 Kelly Lane- Columbiana	5 days / week	
Facilities Offices / Warehouse	280 McDow Road Columbiana	5 days / week	\$
Regional Juvenile Detention <i>Only front lobby, front office space and restrooms, no secure or closed areas</i>	222 McDow Road - Columbiana	5 days / week	\$
County Services Building <i>Does not include E-911</i>	1123 County Services Drive - Pelham	5 days / week	\$
Inverness Tag & License Office	310 Inverness Corners - Hoover	5 days / week	\$
Mary Ellen Estes (Heardmont) Community Center <i>no kitchen or concessions areas</i>	5452 Cahaba Valley Road – Birmingham	5 days / week	\$
Water Customer Service Office - Westover <i>Billed separately to Shelby Co. Water Dept.</i>	19027 US Highway 280 – Westover	5 days / week	\$
Sheriff's Office	380 McDow Road – Columbiana	5 days / week	\$
Historical Society	1854 Old Courthouse - Columbiana	3 days / week	\$
Landfill Scale House <i>Billed separately to Shelby Co. Water Dept.</i>	4154 Highway 70 - Columbiana	3 days / week	\$
Sheriff's Training Center	543 McDow Road - Columbiana	3 days / week	\$
Highway 280 Sheriff's Substation	5511 US Highway 280 Birmingham	3 days / week	\$
Heardmont House <i>no interior offices</i>	5458 Cahaba Valley Road - Birmingham	3 days / week	\$
Environmental Building	1281 Highway 70 - Columbiana	3 days / week	\$

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Alternate #1

Shelby County Airport Terminal	265 Weathervale Road- Calera	Strip and Wax Floors and Clean Carpet and Upholstery
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Bid Per Cleaning as Requested