

Invitation to Quote (ITQ)

Nassau County Board of County Commissioners

Facilities Maintenance Department

ITQ Title:

**Beach & Parks Restroom/Shower Cleaning
Service Contract**

Reference No: _ **Date of Issue:**

INSTRUCTIONS FOR USING THIS DOCUMENT:

This is the Nassau County Board of County Commissioners Invitation to Quote (ITQ) for the procurement of goods and services (Competitive Written Quotes).

Section 3 is to be completed by the Vendor. Instructions to Vendors are included in *italics*.



Nassau County, Florida

Draft

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Section 1 – Requirements

Goods and/or services requirement	
Description of goods and/or services required	<u>Beach & Park Restrooms/Shower Cleaning Service</u>
Specifications and/or scope of works	<u>As per the Technical Specifications/Scope of Work.</u>
Key deliverables and/or milestones	<u>Commencement as per the Contract</u>
Delivery address of Goods and/or Services	<u>Listing of the 3 locations</u>
Delivery period	<u>Delivery and Installation to be completed within 7 working days, from schedule date.</u>
Insurance requirements	The successful Vendor shall carry insurance in the categories and coverage amounts as provided in the General Information and Insurance Requirements

Important information about submitting a quote:	
ITQ Conditions	This Invitation to Quote (ITQ) process will be governed by the ITQ Conditions contained in Schedule A.
Contract terms and conditions	See Section 2 below for details of the Contract that applies if the Department proceeds with the Vendor's quote.
Evaluation criteria	Quotes will be evaluated based on the following criteria: <u>The lowest, responsive, responsible Vendor that meets all requirements as listed in "Attachment A" – Technical Specifications/Scope of Work.</u>
Providing a quote	Vendor's must complete <u>Section 3 – Vendor Response and Attachment C – Bid Price Sheet.</u> If submitting an alternative offer, Vendors must explain how the alternative better meets the Department's objectives.
How to submit a quote	<u>Quotes are to be submitted by email: dpodiak@nassaucountyfl.com, or by fax 904-879-3751 by the closing date and time.</u>
Closing date and time	<u>TBA</u>
Offer validity period	<u>Quote must remain valid for 90days.</u>
Contact Person	All inquiries regarding this ITQ should be directed to:

	Name: Doug Podiak Position: Director Phone: 904-530-6120 Email: dpodiak@nassaucountyfl.com
Complaints	<p>If at any time during the Invitation Process a Vendor considers that it has been unreasonably or unfairly treated and has not been able to resolve the issue with the Department contact person, the Vendor may request for the issue to be dealt with by the Contract Management/Purchasing Department and directed to:</p> Name: Grayson Hagins Position: Procurement Manager Email: ghagins@nassaucountyfl.com

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Section 2 – Terms and conditions of the Contract

Purchase Order Conditions

The successful Vendor shall be issued a purchase order for the goods or services as described in this ITQ.

Any purchase order arising from this ITQ process will be governed by the **Nassau County Standard Purchase Order Terms & Conditions**, attached hereto as Schedule B.

Purchase Order Terms and Conditions, Bid/Quote documents and Insurance requirements will be attached as a Composite Exhibit “A” to the Purchase Order issued. Vendor shall acknowledge that it has read and understands the Purchase Order and Composite Exhibit “A” by signing an acknowledgement. By signing the acknowledgement, Vendor agrees to be bound by the terms of the Purchase Order. The item(s) that is addressed in the Purchase Order cannot be shipped and will not be accepted for payment until the Purchase Order is jointly executed and receipted by the County and acknowledged by the County with a letter to proceed.

Section 3 – Vendor response

(Vendor to complete and sign Section 3 and return all sections)

Vendor response to Invitation to Quote		
Vendor name		
Address		
Postal Address (if different from above)		
City, State, Zip		
Contact Person	Name: Position: Phone number: Email:	
Quote details and specifications	Please refer to Attachment "A"	
Deviation from the Specifications (if applicable)	N/A	
Additional information	The Vendor must include this information as part of its response: Provide product information and spec sheets for items quoted.	
Warranty details (if applicable)	If a warranty period applies to the goods/services then the Vendor must insert details of the warranty offered here (e.g. warranty period and warranty conditions) _____	
Departures from the Contract (not applicable if Purchase Order Conditions are used)	Clause Number	Supplier's proposed changes to the Contract:
Pricing information		
Price	See Attachment C – Bid Price Sheet	
Schedule of rates (if applicable)		
Payment milestones (if applicable)	If payment milestones are applicable then insert details below: _____	
Insurance details	For any insurance policies specified in Section 1 (other than Workers' Compensation insurance), provide the following details:	

	Type of policy: Insurer: Expiration date: Insured amount: <i>Vendor to attach copy of <u>current</u> certificates of insurance</i>
Declarations	
Conflict of interest	Vendor must give details of any possible Conflict of interest that exists or may arise in relation to the making and/or acceptance of their quote. If there is nothing to declare, please insert "None".
Authorization and execution by Vendor	As the authorized officer named below, I certify that: (a) I am authorised to submit the Vendor's response as the Vendor's representative. (b) The Vendor understands and has complied with the Requirements of the Invitation to Quote. (c) The Vendor's response is complete, accurate and not misleading in any way.
	<i>Name:</i>
	<i>Position:</i>
	<i>Signature:</i>
	<i>Date:</i>

Schedule A – ITQ Conditions

1. Interpretation

These Invitation to Quote (ITQ) Conditions may be used where a Department is seeking quotes to enter into a Contract.

2. Invitation Process

2.1. Vendor acceptance

By submitting a quote, the Vendor:

- (a) accepts these Invitation to Quote Conditions.
- (b) offers to enter into a Contract with the Department to provide the Goods, Services and Deliverables, and the Department may accept the quote during the Offer Validity Period.

2.2. Department discretion

The Department may make any changes to the Invitation Process in its absolute discretion, by notifying the Vendor. Without limitation, the Department may:

- (a) add or change Requirements;
- (b) amend dates including extend the Closing date and time;
- (c) consider or reject a quote received after the Closing date and time;
- (d) accept non-Conforming Offers, alternative or innovative offers, quotes in part, or multiple quotes;
- (e) reject any or all quotes;
- (f) amend the evaluation criteria stipulated in the Invitation to Quote;
- (g) exercise discretion in evaluating any subjective evaluation criteria;
- (h) interview, negotiate or hold discussions with any Vendor or prospective Vendor on any matter contained (or proposed to be contained) in a quote;
- (i) request some or all Vendors to conduct site visits, provide references and additional information, and/or make themselves available for panel interviews;
- (j) change the terms and conditions applicable to the Invitation Process, including terms of the proposed Contract; or
- (k) cancel the Invitation Process.

The Vendor will not make any claim in connection with a decision by the Department to exercise or not to exercise any of its rights in relation to the Invitation Process.

3. Alternative offers

Nassau County promotes an outcome focussed approach, seeking opportunities to innovate and improve value for money. Vendor may submit alternative offers and innovative offers where they believe that the alternative will promote the Department's objectives.

4. No reliance on information

The Vendor is responsible for making its own investigation and assessment about all matters relevant to the Invitation to Quote, the Requirements, the accuracy of all information and documents provided by or on behalf of the Department, and all other matters relevant to the Vendor's quote.

5. Vendor cost

Participation in the Invitation Process is at the Vendor's cost. The Department is not required to pay compensation to the Vendor in relation to the Invitation Process in any circumstances, for any reason.

6. Subject to contract

No contract will be formed between Nassau County and the Vendor unless and until the Department accepts the Vendor's quote in writing or both parties sign a contract document.

7. Compliance

The Vendor must:

- (a) **(communication)** direct all enquiries relating to the Invitation to Quote to the Department's nominated contact person, and not discuss the Invitation to Quote with any other person except as required to prepare its quote.
- (b) **(accuracy)** ensure that all information provided as part of its quote is complete, accurate, current, and not misleading.
- (c) **(Laws)** comply with all Laws.
- (d) **(personnel)** ensure that its personnel also comply with these requirements.
- (e) **(accuracy of information)** ensure that all representations, warranties, declarations, statements, information and documents ("information") made or provided by the Vendor in connection with the Invitation Process are complete, accurate, up-to-date and not misleading in any way. The Vendor must immediately tell the Department if any information is or becomes incomplete, inaccurate, out-of-date or misleading in any way.

8. Anti-competitive conduct, conflict of interest and public entity crimes

8.1. Anti-competitive conduct

The Vendor warrants that neither it, nor its Personnel have engaged in any collusive, anti-competitive or similar conduct in connection with the Invitation Process or any actual or potential contract with any entity for goods and services similar to the Goods and Services.

8.2. Conflict of Interest

The Vendor warrants that it and its Personnel do not hold any office or possess any property, are not engaged in any business or activity and do not have any obligations whereby a Conflict of Interest is created, or may appear to be created, in conflict with its obligations under these ITQ Conditions or the proposed Contract, except as disclosed in the Vendor's quote.

The Vendor warrants that it will not, and it will ensure that its personnel do not, place themselves in a position that may give rise to a Conflict of Interest between the interest of the Customer and the Vendor's interests during the Invitation Process.

The Vendor warrants that it will immediately notify the Department if any Conflict of Interest arises after submittal of the Vendor's quote.

8.3. Public Entity Crimes

The Vendor warrants that neither it or its officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of the entity, nor any affiliate of the entity have been convicted of a public entity crime pursuant to Section 287.133(3)(a), Florida Statutes on Public Entity Crimes.

8.4. Warranties are ongoing

The warranties in this section are provided as of the date of the Vendor's response to the Invitation to Quote and on an ongoing basis until the later of the Department notifying the Vendor that its quote has been rejected and expiration or termination of any Contract entered pursuant to the Invitation Process ("relevant period").

The Vendor warrants that it will immediately notify the Department if it becomes aware that any warranty made in this section was inaccurate, incomplete, out-of-date or misleading in any way when made, or becomes inaccurate, incomplete, out-of-date or misleading in any way, during the relevant period.

8.5. Breach of warranty

In addition to any other remedies available to it under Law or contract, the Department may, in its absolute discretion (but is not required to), immediately disqualify a Vendor that it believes has breached any warranty in this clause.

Schedule B - Nassau County Standard Purchase Order Terms and Conditions

The following General Terms and Conditions shall apply to all purchases by or on behalf of Nassau County unless specifically provided otherwise in writing and signed by an authorized agent of Nassau County:

1. Electronic/Facsimile Transmission:

If any Purchase Order is fully executed and is transmitted by fax or by other means of electronic transmission, such transmission shall have the legal significance of a duly executed original delivered to Vendor.

2. Prompt Payment:

Nassau County abides by Florida Statute Chapter 218 with respect to all matters relating to the payment of Vendors. The normal terms of payment will be "Net 45 days" from receipt and acceptance of goods or services from a proper invoice.

3. Invoice:

All invoices shall be addressed to the address as indicated on the Purchase Order and must include the Purchase Order number, Vendor's name, address and phone number, and clearly list quantities, item descriptions and units of measure.

4. Extra Charges:

No additional charges of any kind, including charges for boxing, packing, transportation or other extras will be allowed unless specifically agreed to in writing by an authorized agent of Nassau County.

5. Discount:

Discount will be computed from the date of satisfactory delivery, acceptance, or from receipt of correct invoice, whichever is later.

6. Tax Exemption:

Nassau County is tax exempt from Federal Excise Tax and State Sales Tax. Nassau County shall provide tax exemption number upon request by Vendor.

7. Entire Agreement:

This Agreement and any attachments and/or addenda hereto that are executed by the County's duly authorized agent constitute the entire and exclusive agreement between the parties. The Contract Management - May 2017

County's placement of any order is expressly conditioned upon the Vendor's acceptance of these terms and conditions, Vendor's written confirmation, commencing performance, or making deliveries hereunder constitutes such acceptance of these terms. No terms states by Vendor in accepting or acknowledging any purchase order shall be binding upon the County unless accepted in writing by the County and signed by an authorized County agent.

8. Amendment or Modification:

No agreement or understanding that modifies these terms and conditions shall be binding upon the County unless in writing and signed by the County's authorized agent.

9. Assignment:

No right or interest in this Agreement shall be assigned by Vendor without the written permission of County and no delegation of any obligation owed by either Vendor or County shall be made without the written permission of the other party.

10. Fiscal Year Funding Appropriations:

10.1 Specified Period: Unless otherwise provided by law, a purchase order for supplies or services may be entered into for any period of time deemed to be in the best interest of County, provided the term of the purchase order and conditions of renewal and extension, if any, are included in the solicitations and funds are available for the initial fiscal period of the purchase order. Payment and performance obligations for succeeding fiscal periods shall be subject to annual appropriations by the Board of County Commissioners of Nassau County.

10.2 When funds are not appropriated or otherwise made available to support continuation of performance in a subsequent fiscal period, the purchase order shall be cancelled and Vendor shall be entitled to reimbursement for the reasonable value of any work performed too the date of cancellation.

11. Time is of the Essence:

Time is of the essence in all Purchasing Agreements. If completed deliveries are not made at the time agreed, the County reserves the right to cancel or purchase elsewhere and hold Vendor accountable for all damages sustained. If delivery dates cannot be met, Vendor agrees to advise the County, in writing, of the earliest possible shipping date for acceptance by the County. This provision is not in lieu of, and the County does not waive, any remedies provided by law.

12. Failure to Perform:

Failure of the Vendor to perform as specified under any Purchasing Order may be cause for termination of that Purchasing Order. The County reserves the right (in addition to its other remedies) to cancel the Purchase Order with respect to goods/services not provided to purchase goods/services from another source and too hold Vendor accountable for all damages sustained.

13. Termination for Convenience:

The County may terminate for its convenience at any time, in whole or in part any Purchase Order. In such event, County shall be liable only for materials or components procured, or work done or supplies partially fabricated with the authorization of the Purchasing Agreement. In no event shall County be liable for incidental or consequential damages by reasons of such termination.

14. Delivery:

All prices must be F.O.B. Destination, freight prepaid. Vendor assumes full responsibility for packing, crating, marking, transportation and liability for loss and/or damage.

15. Packaging:

All shipments will include an itemized list of each package's content, and reference to County's Purchase Order Number.

16. Risk of Loss:

Regardless of F.O.B. point, Vendor agrees to bear all risk of loss, injury or destruction of goods and materials ordered which may for any reason occur prior to acceptance by the County. No such loss, injury or destruction shall release Vendor from any obligations under the Purchasing Agreement.

17. Inspection:

Goods and Materials must be properly packaged. Damaged goods and materials will not be accepted, or if the damage is not readily apparent at the time of delivery, the goods shall be returned to Vendor at no cost to the County. The County reserves the right to inspect the goods at a reasonable time subsequent to delivery where circumstances or conditions prevent effective inspection of the goods at the time of delivery. The cost of inspection of goods rightfully rejected shall be charged to the Vendor. If reasonable inspection disclosed that part of the goods received are defective or nonconforming, the County shall have the right to cancel any unshipped portion of the order.

18. Quantity:

The quantities of goods/services as indicated on the face of the Purchase Order must not be exceeded without prior written authorization from the County. Excess quantities may be returned to Vendor at Vendor's expense.

19. Warranty:

Vendor warrants that all goods provided by Vendor under the Purchase Agreement shall be merchantable. All goods provided shall be of good quality within the description given by the County, shall be fit for their ordinary purpose, shall be adequately contained and packaged with the description given by the County, shall conform to the agreed upon specifications, and shall conform to the affirmations of fact made by the Vendor or on the container or label. Vendor warrants the goods and services are suitable for and will perform in accordance with the purposes for which they were intended. In addition, Vendor warrants that the goods/services furnished hereunder are free of any claims or liens of whatever nature whether rightful or otherwise, or any person, corporation, partnership, or association.

20. Non-Waiver of Rights:

No failure of either party to exercise any power given to it hereunder or to insist upon strict compliance by the other party with its obligations hereunder, and no custom or practice of the parties at variance with the terms hereof, nor any payment under this Agreement shall constitute a waiver of either party's right to demand exact compliance with the terms hereof.

21. Indemnification:

Vendor agrees to indemnify and save harmless the County, its officers, agents, and employees from and against any and all liability, claims, demands, damages, fines, fees, expenses, penalties, suits, proceedings, actions and cost of actions, including attorney's fees for trial and on appeal, of any kind and nature arising or growing out of or in any way connected with the performance of this Agreement whether by act or because of or due to the mere existence of this Agreement between the parties.

22. Insurance:

Vendor shall carry insurance in the categories and coverage amounts as provided in Attachment B – General Information and Insurance Requirements.

23. Patents and Copyrights:

Vendor shall pay all royalties and assume all costs arising from the use of any invention, design, process, materials, equipment, product or device which is the subject of patent rights or copyrights. Vendor agrees at its own expense, to hold harmless and to defend County and its agents against any claims, suites, or proceedings brought against County for patent or copyright infringement occasioned by the manufacture, sale, or use of materials supplied under this agreement and to indemnify County against any damages occasioned by such claims whether justified or unjustified.

24. Website Incorporation:

Nassau County expressly states that it will not be bound by any content on the Vendor's website, even if the Vendor's documentation specifically referenced that content and attempts to incorporate it into any other communication unless the County has actual knowledge of such content and has expressly agreed to be bound by it in writing that has been signed by an authorized representative of the County.

25. Compliance with Laws:

Vendor certifies that in performing its obligations under any and all Purchasing Agreements that they will comply with all applicable provisions of the federal, state and local laws regulations, rules and orders.

26. Public Entity Crimes

In accordance with Section 287.133, Florida Statutes, Vendor certifies that it, its affiliates, suppliers, subcontractors and consultants who will perform hereunder, have not been placed on the convicted vendor list maintained by the State of Florida Department of Management Services with the thirty-six (36) months immediately preceding the date hereof.

27. Governing Law:

All Purchasing Agreements between the parties shall be governed by and construed according to the laws of the State of Florida and all applicable portions of the Florida Uniform Commercial Code. Venue for any action related to all Agreements between the parties shall be in Nassau County, Florida.

28. Anti-Discrimination:

Vendor agrees that it will not discriminate in employment, employee development, or employee advancement because of religious or political opinions or affiliations, race, color, national origin, sex, age, physical handicaps, or other factors, except where such factor is a bonafied occupational qualification or is required by State and/or Federal Law.

29. Force Majeure:

Performance of any obligation under this Agreement must be suspended by either party without liability, to the extent that an act of God, war, riot, fire, explosions, accidents, floods, sabotage, inability to obtain fuel or power, governmental laws, regulations, or orders, any labor trouble, such as strike, lockout, or injunction (whether or not such labor event is within the reasonable control of such party) or any other cause beyond the reasonable control of the party that delays, prevents, restricts, or limits the performance of this Agreement. The affected party shall invoke this provision by promptly notifying the other party of the nature and estimated duration or the suspension period. At County's option, the Agreement may be terminated or modified to account for the Force Majeure event. If the County fails to modify the Agreement with thirty (30) days of receipt of notification from the Vendor, the Agreement lapses with respect to any deliveries affected.

30. Public Records:

30.1 Public Records Requirement: The County is a public agency subject to Chapter 119, Florida Statutes. Under this agreement, to the

extent that the contractor is providing services to the County, and pursuant to Section 119.0701, Florida Statutes, the contractor shall;

- (a) Keep and maintain public records required by the public agency to perform the service.
- (b) Upon request from the public agency's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.
- (c) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the public agency.
- (d) Upon completion of the contract, transfer, at no cost, to the public agency all public records in possession of the contractor or keep and maintain public records required by the public agency to perform the service. If the contractor transfers all public records to the public agency upon completion of the contract, the contractor shall destroy and duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency upon request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

30.2 Request for Records; Noncompliance

- (a) A request to inspect or copy public records relating to a public agency's contract for services must be made directly to the public agency. If the public agency does not possess the requested records, the public agency shall immediately notify the contractor of the request, and the contractor must provide the records to the public agency or allow the records to be inspected or copied within a reasonable time.
- (b) If a contractor does not comply with the public agency's request for records, the public agency shall enforce the contract provisions in accordance with the contract.

- (c) A contractor who fails to provide the public records to the public agency within a reasonable time may be subject to penalties under s. 119.10, Florida Statutes.

30.3 Civil Action:

- (a) If a civil action is filed against a contractor to compel production of public records relating to a public agency's contract for services, the court shall assess and award against the contractor the reasonable costs of enforcement, including reasonable attorney fees, if:
 - (1) The court determines that the contractor unlawfully refused to comply with the public records request within a reasonable time; and
 - (2) At least 8 business days before filing the action, the plaintiff provided written notice of the public records request, including a statement that the contractor has not complied with the request, the public agency and to the contractor.
- (b) A notice complies with subparagraph(1)(b), if it is sent to the public agency's custodian of public records and to the contractor at the contractor's address listed on its contract with the public agency or to the contractor's registered agent. Such notices must be sent by common carrier delivery service or by registered, Global Express Guaranteed, or certified mail, with postage or shipping paid by the sender and with evidence of delivery, which may be in an electronic format.
- (c) A contractor who complies with a public records request within 8 business days after the notice is sent is not liable for the reasonable costs of enforcement.

31. Advertising:

Vendor shall not publicly disseminate any information concerning any Agreement without prior written approval from the County, including but not limited to, mentioning the Agreement in a press release or other promotional material, identifying the County as a reference, or otherwise linking the Vendor's name and either a description of the Agreement or the name of the County in any material published, either in print or electronically, to any entity that is not a party to the Agreement, except potential or actual authorized distributors, dealers, resellers, or service representative.

32. Relationship of Parties:

Nothing in this Agreement shall create a partnership, joint venture or establish the relationship of principal and agent or any other relationship of similar nature between the parties. The parties to this Agreement shall be considered independent contractors and neither party is granted the right or authority to assume or create any obligation on behalf of or in the name of the other.

33. Severability:

If a court deems any provision of the Agreement void or unenforceable, that provision shall be enforced only to the extent that it is not in violation of law or is not otherwise unenforceable and all other provisions shall remain in full force and effect.

34. Notices:

All notices, consents, request and other communications hereunder shall be in writing and shall be sent by hand delivery, or by certified or registered mail (return receipt requested) to the address below. Notices shall be deemed given: (i) at the time delivered, if personally delivered; (ii) at the time received, if mailed; and (iii) one (1) business day after timely delivery to the courier, if by overnight courier service. In the event either party needs to change addresses they may do so by sending written notice to the other party.

Nassau County Contract Management
Attention: Procurement Manager
96135 Nassau Place, Suite 6
Yulee, Florida 32097

Attachment A – Technical Specifications/Scope of Work

BEACH & PARK RESTROOM/SOWER CLEANING

SERVICE CONTRACT

SCOPE OF WORK AND TECHNICAL SPECIFICATIONS

1. Vendor shall perform all work and furnish all necessary labor, equipment, material, and transportation in providing beach and park restroom/shower cleaning services.
2. Vendor shall perform Beach and Park Restroom/Shower cleaning services as described herein seven (7) days a week.
3. Schedule shall be established as follows:
 - On-season = March 1 – September 30th
 - Off-season = October 1 – April 30th
4. Service Areas:
 - Burney Park -1556 Gregg Fernandina Beach, FL.
 - Peter's Point Park-4600 Peters Pint Road Fernandina, Beach FL.
 - Dee Dee Bartels - North End Boat Ramp Nature Center and Fishing Pier- 97177 Pogy Place Fernandina Beach, FL.
5. Restrooms:
 - a) Clean restrooms at Burney Park, Peter's Point and Dee Dee Bartels – North End Boat Ramp Nature Center and Fishing Pier.
 - b) Clean restrooms seven (7) days a week.
 - c) Clean twice (2) daily on holiday weekends; before 7:00 AM and between 12:00 PM and 2:00 PM; Memorial Day weekend (Saturday, Sunday, and Monday); July 4th (if part of a weekend, include Saturday and Sunday); Labor Day (Saturday, Sunday, and Monday).
 - d) Vendor will provide all cleaning products, disinfectants, paper products and cleaning materials, including garbage can liners. Disinfectants shall be other than chlorine bleach and requires County approval prior to use.
6. Vendor shall notify the County Parks and Recreation Department of any problems or maintenance items the next working day by 9:00 AM. In case of an emergency, the Vendor will notify the maintenance technician on call for the period.
7. Vendor shall provide contact information and be subject to respond on an emergency basis, 24 hours a day, seven (7) days per week.

8. Invoices will show amounts separately by restrooms for cleaning.
9. Clean and Disinfect all the following area once per cleaning; using County approved products and procedures:
 - Fixtures
 - Floor Surfaces
 - Walls and Partitions
 - Outside Showers
 - Water Fountains
10. Fill all the Paper Dispensers once per visit.
11. Fill all the Soap Dispensers once per visit.
12. Remove all Trash from Facility and dispose of at an off-site location at the contractor's cost.

Attachment B - General Information and Insurance Requirements

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Attachment C – Bid Price Sheet

Vendor to provide quotation

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