



Serving Jefferson County Since 1917

Hazel Collins
Purchasing Agent

JEFFERSON COUNTY DEPARTMENT OF HEALTH

401 14TH STREET SOUTH, BIRMINGHAM, ALABAMA 35233
205-930-1032/ 205-930-1060 fax

June 28, 2019 **BID #19-06-22** **INVITATION TO BID**

Sealed bids for **Janitorial Service for JCDH Facilities** will be received by the Purchasing Agent, Jefferson County Department of Health, General Service Annex, 401 14th Street South, Birmingham, AL 35233, until 10:00 a.m., Friday, July 26, 2019, at which time and place they will be publicly opened and read.

Bidders wishing to bid can download the complete solicitation including the specifications and bid forms via the internet at www.jcdh.org (go to the **ABOUT** header and click on **BIDS**), or by visiting the Purchasing Office at the address shown above, or by calling (205) 930-1961, fax (205) 930-1060 and requesting a copy be mailed to you. Any addenda will be available on the internet. Bidder is responsible for checking for addenda until bid opening date. Addenda will be mailed only to those vendors who were provided a copy in person or by mail.

All bids must be submitted on Bid Form in a sealed envelope indicating **"SEALED BID – Bid #19-06-22, Janitorial Service for JCDH Facilities"** with opening date and bid number printed on outside of envelope.

All bidders **must** complete and return the notarized State of Alabama disclosure form included in the bid package and the Addendum to Bid Agreement Contract; and **must** provide their E-verify number and a copy of their E-verify certificate and all other documents listed in the enclosure.

It is required for any contract/purchase exceeding \$10,000.00 that the bidder submits with their bid either certified check, a cashier's check or a bid bond payable to the Jefferson County Department of Health in the amount of \$500.00. In order for any bid award to be considered that exceeds \$10,000, it must be accompanied by an acceptable bid bond or check. Bid bonds will be returned to all unsuccessful bidders after the formal award is made and to the successful bidder after acceptance of the award. Should the successful bidder fail to accept the award, the bid bond or check shall be forfeited.

No bid may be withdrawn for a period of sixty (60) days after the date of the bid opening. Jefferson County Department of Health is exempt from all tax. This statement in no way is to be construed as relieving a seller or contractor from paying any tax assessed to him as a seller or contractor.

Jefferson County Department of Health (JCDH) expressly reserves the right to reject any or all bids, or parts of bids and to make the award all or none or per line item on the merit and/or feature of method and quality, delivery, and service availability as the best interest of the Jefferson County Department of Health appears.

Jefferson County Department of Health reserves the right to require documentation that each bidder is an established business and is abiding by the ordinances, regulations, and laws of their community and the State of Alabama. If you are required by any regulatory agency to maintain professional license or certification to provide any product and/or service solicited under this Invitation To Bid (ITB), the JCDH reserves the right to require documentation of current license and/or certification before considering and awarding the bid.

QUESTION/INQUIRY

Telephone inquiries with questions regarding clarification of all specifications of the ITB will not be accepted. All questions concerning the bid product and/or service specifications must be e-mailed to Glenda Smith at glenda.smith@jcdh.org. Please reference the bid number and title in the e-mail subject.

SITE-VISIT

All potential bidders may attend the site visit to enhance the bidder's knowledge of a thorough understanding of the scope of work to be performed. **Contact Jackie Henderson, Facilities Manager (205) 369-5533 (Cell) or (205) 930-1012 (Office)** to schedule the site visit only. Bidder will be responsible for thoroughly examining the sites and familiarizing themselves with the existing conditions. **By submitting, Bidder agrees that it has examined the sites, specifications, plans and contract, and accepts without recourse, all site conditions.**

MANDATORY PRE-BID CONFERENCE

The mandatory pre-bid meeting will be held on **Tuesday, July 23, 2019 at 10:30am** location as follows:

Jefferson County Department of Health
General Service Annex Conference Room
401 14th Street South
Birmingham, Alabama 35233

Hazel Collins, Purchasing Agent

HC/gs

BN: 07-03-19

Enclosures

GENERAL SPECIFICATIONS

GENERAL

The Jefferson County Department of Health (JCDH) seeks to establish a professional service contract with firm pricing for **Janitorial Service for JCDH Facilities**. Successful bidder will be notified of bid award via Jefferson County Department of Health's Notice of Award letter and the approved Standard Addendum to Bid Agreement Contract.

Bidders are cautioned to read every page of this bid to clearly understanding what is required to clean each building.

Example: If the cleaning schedule states that the carpet is to be vacuumed nightly, that is exactly what is required to meet the specifications. Weekly or monthly vacuuming is not acceptable. JCDH will accept only as per specified herein this bid.

GUARANTEE

Bidder certifies by bidding that he/she is fully aware of the conditions of service and purpose for which item(s) included in this bid are to be purchased, and that their offering will meet these requirements of service and purpose to the satisfaction of the Jefferson County Department of Health and its Agent.

INCURRING COSTS

The Jefferson County Department of Health will not be liable for any costs incurred in preparing bid responses.

TERMS

The bid will be valid for a period of three (3) years from the date of award.

TERMINATION

The bid may be terminated by JCDH with a thirty (30) day written notice of cancelation to the other party regardless of reason. Any violation of this agreement shall constitute a breach and default of this agreement. Such termination shall not relieve the contractor of any liability to JCDH for damages sustained by virtue of a breach by the contractor.

PRICE

Price will remain firm for the entire duration of the bid period. Price is to include all related fees. Invoice(s) must be itemized.

FREIGHT

Price includes transportation, fuel, handling, service, freight charges and deliveries/pick-up as specified and JCDH will pay no additional fees.

PRE-PAY

No pre-payments will be made prior to shipment.

COMMUNICATION DURING BID EVALUATION

There shall be no communication during the evaluation period between any vendor and JCDH agency requisitioning the good or service to be procured. Any communications, written, oral, or electronic between the vendor and the requisition agency must come through the Division of Purchasing Buyer administering the ITB.

AWARD

Award will be made in whole to the lowest responsible bidder provided the vendor meets all requirements and specifications required by the JCDH.

ADDITIONS TO CONTRACT

The Jefferson County Department of Health has attempted to list the locations for “**Janitorial Service for JCDH Facilities**” that will be required during the term of the contract. However, JCDH reserves the right to purchase additional and/or delete the locations as needed from the successful bidder.

INSURANCE

Bidder shall furnish to the Board upon execution of this Agreement, a certificate of insurance as evidence of adequate professional and public liability insurance insuring vendor, the Board and Board’s agents, servants and employees as additional insured. The insurance required shall be written for not less than the following limits, or greater if required by law:

a) Worker's Compensation

State Applicable Federal Employer's Liability	Statutory Statutory \$1,000,000.00 \$1,000,000.00 \$1,000,000.00	Per Accident Policy Limit Aggregate
Bodily Injury	\$1,000,000.00 \$2,000,000.00	Each Occurrence Aggregate
Property Damage	\$1,000,000.00 \$2,000,000.00	Each Occurrence Aggregate

- a) Commercial General Liability on an ISO Occurrence Form or equivalent (including Bodily Injury; Property Damage; Premises-Operations; Independent Contractors' Protective; Products and Completed Operations; Broad Form Property Damage):

Bodily Injury	\$1,000,000.00 \$1,000,000.00	Each Occurrence Aggregate
Property Damage	\$1,000,000.00 \$2,000,000.00	Each Occurrence Aggregate

Products and completed operations to be maintained for two (2) years after final payment and the Contractor shall continue to provide evidence of such coverage to the owner during this period.

Additional named insured: Jefferson County Department of Health.

Broad Form Property Damage shall include Completed Operations.

b) Contractual Liability

Bodily Injury	\$1,000,000.00 \$2,000,000.00	Each Occurrence Aggregate
Property Damage	\$1,000,000.00 \$2,000,000.00	Each Occurrence Aggregate

c) Personal Injury, with Employment Exclusion deleted

\$1,000,000.00 \$2,000,000.00	Each Occurrence Aggregate
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d) Business Auto Liability (including owned, non-owned and hired vehicles)

Bodily Injury	\$1,000,000.00	Each Occurrence
Property Damage	\$1,000,000.00	Each Occurrence

e) If the General Liability coverages are provided by a Commercial Liability policy, the:

General Aggregate shall not be less than \$2,000,000.00
Fire Liability Limit shall be not less than \$100,000.00 on any one fire.
Medical Expense Limit shall not be less than \$10,000.00 on any one person.

Furnish one copy of Certificates herein required for each copy of the Agreement, specifically set forth evidence of all coverage required. If this insurance is written on a Commercial General Liability policy form, ACORD forms 25S will be accepted. Furnish to the Owner copies of any endorsements that are subsequently issued amending coverage or limits."

LAWS

The contractor shall comply with all laws, ordinances, codes, rules and regulations bearing on the conduct of the work including those of the Board of Fire Underwriters, and of Federal, State and local agencies having jurisdiction.

UTILITIES

The Jefferson County Department of Health will provide contractor with all normal utilities such as electricity, lights, water, etc. necessary for performing this contract.

INSPECTION

Contractor will make inspection of work with customer at any time. The Jefferson County Department of Health reserves the right, under the contract, to determine whether service is satisfactory. Failure to satisfactorily perform any or all services outlined in the contract will be grounds for cancellation of the contract.

Bid proposals will be rejected if there is reason to believe that collusion exists among the bidders. No participants in such collusion will be considered in future proposals for the same work.

Bidder must have all necessary business licenses as required by the State of Alabama and Jefferson County. All items must conform strictly to the specifications and shall be subjected to evaluation upon acceptance. In the event that any item is deemed unacceptable or not in conformity with the specifications, items will be rejected and items of proper quality as set forth in these specifications shall be furnished in place thereof at the expense of the successful bidder.

SERVICE LOCATIONS:

The following locations for Janitorial Service for JCDH Facilities are as follows:

Location #1:

Areas: Central Health Center / Guy M. Tate
STD Clinic (Specialty Clinic) / TB Clinic (Specialty Clinic)
1400 Sixth Avenue South

Birmingham, AL 35233

Location #2

Area: Eastern Health Center
601 West Blvd.
Birmingham, AL 35206

Location #3:

Area: Western Health Center
631 Bessemer Super Highway
Midfield, AL 35228

Location #4

Area: Annex Building
401 14th Street South
Midfield, AL 35228

Failure to comply in accordance with the bid submitted, including promised delivery, will constitute sufficient grounds for cancelation of the order and contract at the option of JCDH.

Successful bidder will furnish all labor and material required in accordance with the specifications.

Use of specific names and numbers is not intended to restrict the bidding of any seller and/or manufacturer, but is solely for the purpose of indicating the type, size and quality, material, service, or equipment considered best adapted to the JCDH’s intended use.

No bidder shall be allowed to offer more than one price on each line item. If said bidder should submit more than one price per line item then **ALL** prices for that line item shall be rejected.

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JANITORIAL SERVICE SPECIFICATIONS

GENERAL

A. Scope

The work covered in this agreement includes furnishing all labor, equipment and material necessary to perform the services as outlined in the specifications herein. The Contractor shall provide Material Safety Data Sheets (MSDS) on all chemicals or cleaning materials used during the performance of their cleaning services.

B. Personnel Qualifications

Agree that upon the request of the Board, Contractor will remove from services hereunder any of its employees, agents or subcontractors who in the sole opinion of the Board are not acceptable to perform the work assigned to them.

SECURITY

The Contractor shall screen all employees and require satisfactory personal references in order to determine character of prospective employees before hiring.

A. Identification of Employees

Each employee shall be furnished proper identification with both the name of the Contractor and the name of the employee. The Contractor is to immediately inform the Facility Manager or designee of any personnel changes. Detailed instructions for obtaining identification will be provided to the awarded Contractor.

B. Damage, Theft and Confidentiality of Records

The Contractor shall be responsible for any loss or damage to property including keys for the buildings, money, securities, merchandise, fixtures and equipment belonging to the Department or to any other person or organization to such extent as the Department is legally liable for such loss or damage, if any such loss or damage was caused by an employee while such employee is on the premises of the Department as an employee of the Contractor.

The Contractor will take the steps necessary to insure the confidentiality of all records located in the Health Department.

The Contractor shall defend all actions and hold the Department harmless against any and all claims or actions that may arise out of the Contractor's performance of his duties under this bid.

C. Work Hours

The schedule of work hours for accomplishment of building services shall conform to the requirements of the Department. The Contractor shall in no way interfere with the normal routine of the occupants. This should be discussed with the Facility Manager or designee for the schedules of work hours and securing of our buildings.

D. Use of Building Premises

Space shall be made available for the purpose of storage of materials and equipment.

E. Safety Precautions

The Contractor shall be responsible for instructing its employees in all reasonably anticipated safety habits and requirements to comply with all OSHA rules and regulations. Each employee assigned to work at the health center shall be immunized for Hepatitis B and Rubella. The Contractor shall provide proof of the immunizations for these employees to the Facility Manager or designee. Further, the Contractor shall provide proof of Tuberculosis screening for all employees. The Contractor shall be responsible for the immunizations and testing of their employees.

F. Occupational Safety and Health Act

Contractor acknowledges that they have read and are familiar with and will comply with each and every requirement of the Occupational Safety and Health Act (OSHA) and all regulations in force and effect pertaining thereto as said act relates to the Contractor performing services as specified herein, particularly those regulations pertaining to Blood Borne Pathogens resulting from bio-hazardous waste materials.

G. Contractor's Representatives

The Contractor shall designate a responsible supervisor who will constantly check the quality of workmanship. In addition, daily problems and/or deficiencies will be responsibility of this supervisor. The supervisors/owners or managers (other than the above mentioned supervisor) are to perform a weekly onsite inspection of each building (leaving a signed service ticket for Facility Manager or their designee and provide the Facility Manager with a weekly report on all health centers) showing they have checked the facilities and are satisfied with the work of their employees. Guy M. Tate facility requires lead worker/supervisor proficient in English language on duty with cleaning crew. Further, all other facilities shall have at least one worker present that is proficient in the English language. Cleaning instructions are in the bid specification and they have to be adhered to daily. Only those employees authorized by Contractor are allowed in the building. The Contractor shall forbid any employee from bringing family members or children into the building when they are working. Contractor will be required to have a local contact person with a local phone number. The phone is to be manned 24 hours a day, seven days per week by a person with the company or an answering service, but not an answering machine. Contractor must respond to the phone calls within one hour of notification. The Contractor must furnish a phone number to the Department and the Purchasing Division prior to the issuance of a purchase order. The Contractor's employees shall wear and visibly display their JCDH issued contractor's badge at all times while on Department property.

H. Inspection

All work, equipment and supplies furnished in performance of the specifications herein shall be subject to inspection at any and all times by representatives of the Department of Health.

I. Insurance requirements

Insurance certificate must be provided prior to beginning of services. The Contractor's employees are to be bonded and shall furnish certificates of same upon request.

J. Provisions for Quality Assurance

Any deficiency or complaint in a scheduled service provided under this bid will be properly reported to the Contractor in writing and the Contractor will be required to correct the deficiency to the satisfaction of the Department within twenty-four (24) hours after so being notified.

The Bidder shall have no less than five (5) years' experience cleaning the total square footage of our buildings per day in this type of business, verification will be required on an as needed basis.

The Bidder shall have, now under contract, three (3) buildings comparable in size and use as the Jefferson County Department of Health buildings, verification will be required.

The Bidder shall furnish four (4) references of present clients who are knowledgeable of the work performed by the Bidder.

K. Indemnity

Bidder does hereby specifically agree to indemnify and hold harmless the Jefferson County Board of Health, its agents, servants and employees from and against any and all claims, demands, suits, judgments, costs or expenses, of any and all sorts; whatsoever arising out of the Bidder or its employees performing work required by this bid.

AREAS TO BE SERVICED

All office areas, waiting areas, rest rooms, examining rooms and connecting halls. This includes tile floors, carpet, walls, partitions and light switches, restroom fixtures, sinks and all stairwells/stairs.

WORK TO BE PERFORMED

A. Daily Services

1. Floors

- a. Sweep and mop on a daily basis all floors with effective tools, leaving floors clean and free of dust, dirt, or spills, including all stairwells/stairs.
- b. Main hallway floors and waiting room floors swept, damp mopped and buffed (no dry buffing) including mopping under waiting room chairs, moving if necessary.
- c. Carpets vacuumed, spots cleaned where necessary using extraction equipment if necessary at no additional charge.

- d. Spillages - Remove all.
- e. Exam rooms and laboratory areas swept and mopped each night; sinks, cabinets and exam tables cleaned. Any furniture or equipment moved during cleaning process will be placed in original location.
- f. Please note at Eastern Health Center, Western Health Center and Guy Tate Bldg. machine scrub ceramic tile and grout joint twice yearly and seal.

2. Rest Rooms

- a. Floors – disinfectant detergent mopped and rinsed.
- b. Fixtures – cleaned, disinfected and sanitized.
- c. Mirror – cleaned.
- d. Sanitary napkin receptacles – cleaned and sanitized.
- e. Stall partitions and tile walls – cleaned, disinfected and sanitized.
- f. Waste receptacles – emptied and resulting debris placed in designated area and receptacle cleaned, liners replaced.
- g. Towel and tissue receptacles – refilled from Department's stock and cleaned.
- h. Filling and supply pipes – cleaned with damp cloth.
- i. Machine scrub all tile and base boards with a disinfectant two times per month.

3. Receptacles

- a. Waste receptacles (both interior and exterior) - emptied and resulting debris placed in designated areas. Receptacle liners replaced daily. Waste receptacles will not be placed on exam tables, counters, desks or any other work surface during cleaning process.
- b. Plastic liners - replace plastic liner with red liners in all examination rooms, laboratories, dental, x-ray and rest rooms daily. Replace liners with white liners in all other areas of Health Centers daily. Liners will be furnished from Department's stock.
- c. Waste receptacles and utensil buckets - cleaned weekly.

- d. Infectious waste (red liners) - waste to be emptied into a certain hazardous waste area as designated by the Department, sealed and marked as specified by the Department for pick up.

4. Dusting

- a. Desks, filing cabinets, bookcases, chairs, tables and other office furniture dusted with dust control treated cloths. All letter files, phones and other items shall be removed, dusted under and replaced to their original locations.
- b. Low ledges, moldings, picture frames, door facings, etc. dusted with dust control treated cloths.

5. Glass

- a. Entrance door glass (interior and exterior) cleaned daily.
- b. Glass desk tops cleaned and dry polished.
- c. Partition and interior door glass cleaned.

Please note that all exterior/interior windows are to be cleaned twice yearly as scheduled with the Facility Manager or designee.

6. Miscellaneous

- a. Drinking fountains cleaned and sanitized daily.
- b. Decorative private offices and reception areas – given special attention in keeping with various special furnishings.
- c. Turn off lights, fans, etc., when nightly cleaning is complete.
- d. Computer terminals and personal computers are not to be touched by cleaning personnel at any time other than to dust around equipment.
- e. Lock all entrance doors and set alarm systems nightly where applicable.
- f. Use minimum lights while work is in progress.
- g. Special equipment such as, x-ray, lab sinks, test equipment and photographic development tasks are not to be cleaned.

- h. Any power outages due to usage of buffing equipment or cleaning equipment are to be reported immediately to Security at the Guy M. Tate Facility.
- i. Waiting room chairs should be “spot” cleaned/wiped daily as necessary. All spots shall be removed.
- j. Walls/wall paper “spot” cleaned as needed.

B. Weekly Services (Day of week to be discussed with each Health Center Administrator).

- 1. Woodwork and walls – Hand marks and smudges removed from around light switches, doorknobs, doorframes and walls without damage to paint or wall paper.
- 2. Composition floors – mopped (sanitized), rinsed and spray-buffed, and or top scrub with finish added as needed. Care will be exercised during this operation to eliminate damage to office furniture, walls, etc. Any water/wax marks splattered on walls are to be removed after mopping and buffing of floors. Accumulations of wax and dust will not be allowed to build up, especially in corners, under furnishings or on edges.
- 3. Vinyl baseboard will be cleaned and maintained in a manner acceptable to the Facility Manager or designee.
- 4. Molded and vinyl chairs will be cleaned and maintained in a manner acceptable to the Facility Manager or designee. Remove marks or stains from molded or vinyl chairs placed by patients. Fabric chairs will be vacuumed and any marks or stains will be removed with upholstery cleaner or extraction equipment.
- 5. Vents and high ledges dusted and vacuumed.
- 6. Light fixtures dusted.
- 7. Heating/air conditioner vents cleaned, dusted and sanitized.
- 8. Restrooms – place disinfectant and water into the sewer openings in the restrooms to prevent sewer gas seeping into restroom areas.

C. Monthly Service (First work day of each month).

- 1. Clean wallpaper/walls to remove any discoloration with cleaner/detergent.
- 2. Remove stains from stainless steel chair frames. Clean back panels of vinyl or molded chairs.
- 3. All blinds dusted.

FLOOR CLEANING SPECIFICATIONS

AREAS TO BE SERVICED

All office areas, waiting areas, rest rooms, examining rooms, stairwell landings and connecting halls. This includes all tile floors in all of the buildings listed.

Tile Floor Cleaning Procedure

- Strip and refinish all tile floors using approved chemicals and methods listed as follows twice yearly. The dates for cleaning will be established with the awarded bidder and coordinated through the Facility Manager or designee.
- Baseboards must be cleaned (stripped) to remove all wax buildup and spatter marks.
- Corners must have all buildup removed prior to new wax.
- Thresholds must be cleaned (scraped). Rust stains from equipment must be removed during stripping process.
- Price to include removing (not moving around) all furniture, etc., before cleaning tile floors and replacing furniture to correct location after cleaning.
- All work to be done any weeknight or weekend after regular cleaning crew has completed their workday.
- All dirt, debris and trash loosened by stripping must be wet vacuumed and mopped to ensure proper removal prior to applying wax.
- **Please bid each location separately.**
- Base bid includes quarterly stripping and waxing of high traffic areas, and semi-annually for all other areas.

METHODS AND CHEMICALS

To be used in touch up and cleaning on tile floors in all areas.

- ◆ Vectra High Performance floor finish or comparable product. (Comparable product must be approved by the Health Department).
- ◆ Freedom Stripper non-ammonia speed strip. (Comparable product must be approved by the Health Department).
- ◆ Stride Citrus Neutral Cleaner. Use 2 oz. per gallon of water for mopping of floors. (This can also be used for spray and wipe cleaning).

- ◆ A high gloss finish is to be maintained, using a clear polymer spray buff. (Using buff or natural color pads on buffing machine.)
- ◆ Product should be used with a minimum 1500 rpm buffing machine.
- ◆ When refinishing, a slow speed scrubber must be used.
- ◆ A black or green/blue scrubbing pad must be used.

Carpet Cleaning

Please list price per square foot for carpet cleaning using steam extraction method. Excess water must be removed to leave carpet as dry as possible and only slightly damp. If track back occurs within 72 hours of cleaning, area must be cleaned again at no charge. If carpet becomes unglued due to excess water, vendor will be responsible for expense incurred to re-glue area. All manufacturers' cleaning recommendations must be followed.

MISCELLANEOUS INFORMATION

- A. Turn off lights, fans, etc. when work is complete.
- B. Lock all entrance doors and secure alarm system.
- C. Use minimum lights while work is in progress.
- D. Any power outage due to usage of buffing or cleaning equipment is to be reported immediately to security at the Guy M. Tate facility.
- E. Arrangement for cleaning of secured areas requires scheduling and coordinating with appropriate personnel.

RECYCLE PROGRAM

The Department has a recycling program for aluminum and number one (#1) plastic.

PAYMENT

Bidder will submit original invoices with dates and description of services rendered to our Accounting Division monthly. Failure to timely submit invoices may result in substantial delay or denial of payment.

INSPECTION

Bidder will make inspection of work with customer at any time upon request. The Department reserves the right under the bid to determine whether service is satisfactory.

BID FORM FOR BID #19-06-22
DUE: Friday, July 26, 2019
TIME: 10:00 a.m.

Hazel Collins
Purchasing Agent
Jefferson County Department of Health
General Services Annex Building
401 14th Street South
Birmingham, AL 35233

Submitted below is my firm bid for specified Janitorial Service for JCDH Facilities in accordance with your ITB #19-06-22. **Buildings to be serviced as follows:**

CATEGORY I: JANITORIAL SERVICE

<u>LOCATION</u>	<u>PRICE PER MONTH FOR SERVICE</u>
Western Health Center 631 Bessemer Super Hwy Midfield, AL 35228	1 st Year (2019) _____ 2 nd Year (2020) _____ 3 rd Year (2021) _____
Eastern Health Center 601 West Boulevard Birmingham, AL 35206	1 st Year (2019) _____ 2 nd Year (2020) _____ 3 rd Year (2021) _____
Annex Building 401 14 th Street South Birmingham, AL 35233	1 st Year (2019) _____ 2 nd Year (2020) _____ 3 rd Year (2021) _____
Guy M. Tate 1400 Sixth Avenue South Birmingham, AL 35233	1 st Year (2019) _____ 2 nd Year (2020) _____ 3 rd Year (2021) _____
Central Health Clinic 1400 Sixth Avenue South Birmingham, AL 35233	1 st Year (2019) _____ 2 nd Year (2020) _____ 3 rd Year (2021) _____
STD Clinic (Specialty Clinic) 1400 Sixth Avenue South Birmingham, AL 35233	1 st Year (2019) _____ 2 nd Year (2020) _____ 3 rd Year (2021) _____
TB Clinic (Specialty Clinic) 1400 Sixth Avenue South Birmingham, AL 35233	1 st Year (2019) _____ 2 nd Year (2020) _____ 3 rd Year (2021) _____

Please note that JCDH may open new facilities or close existing facilities at any time therefore the price of the bid shall be adjusted based on the size of the facility per the square foot price. Payment for the month shall be prorated.

Name of Company _____

BID FORM FOR BID #19-06-22
DUE: Friday, July 26, 2019
TIME: 10:00 a.m.

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Birmingham, AL 35233

Submitted below is my firm bid for specified Janitorial Service for JCDH Facilities in accordance with your ITB #19-06-22. **Buildings to be serviced as follows:**

CATEGORY II: FLOOR CLEANING ONLY (NON-CARPET)

<u>LOCATION</u>	<u>PRICE PER EACH CLEANING</u>
Central Health Clinic 1400 Sixth Avenue South Birmingham, AL 35233	1 st Year (2019) _____ 2 nd Year (2020) _____ 3 rd Year (2021) _____ (Includes Dental Clinic Area)
STD Clinic (Specialty Clinic) 1400 Sixth Avenue South Birmingham, AL 35233	1 st Year (2019) _____ 2 nd Year (2020) _____ 3 rd Year (2021) _____
TB Clinic (Specialty Clinic) 1400 Sixth Avenue South Birmingham, AL 35233	1 st Year (2019) _____ 2 nd Year (2020) _____ 3 rd Year (2021) _____
Guy M. Tate Building 1400 Sixth Avenue South Birmingham, AL 35233	1 st Year (2019) _____ 2 nd Year (2020) _____ 3 rd Year (2021) _____
Annex Building 401 14 th Street South Birmingham, AL 35233	1 st Year (2019) _____ 2 nd Year (2020) _____ 3 rd Year (2021) _____
Western Health Clinic 631 Bessemer Super Hwy Midfield, AL 35228	1 st Year (2019) _____ 2 nd Year (2020) _____ 3 rd Year (2021) _____
Eastern Health Center 601 West Boulevard Birmingham, AL 35206	1 st Year (2019) _____ 2 nd Year (2020) _____ 3 rd Year (2021) _____

Please provide a price per square foot for floor cleaning if specific high traffic areas need to be cleaned. High traffic areas are considered to be hallways, work-up-areas, employee's lounge and lab areas. (Please price separately, but note that some tile/linoleum vinyl flooring work is included in the base bid)

Price per square foot (for additional tile including ceramic and vinyl work) \$ _____
Name of Company _____

BID FORM FOR BID #19-06-22

DUE: Friday, July 26, 2019

TIME: 10:00 a.m.

Hazel Collins
Purchasing Agent
Jefferson County Department of Health
General Services Annex Building
401 14th Street South
Birmingham, AL 35233

Submitted below is my firm bid for specified Janitorial Service for JCDH Facilities in accordance with your ITB #19-06-22. **Buildings to be serviced as follows:**

CATEGORY III: CARPET CLEANING ONLY

LOCATION

PRICE PER CLEANING

Western Health Center
631 Bessemer Super Hwy
Midfield, AL 35228

1st Year (2019) _____
2nd Year (2020) _____
3rd Year (2021) _____

Eastern Health Center
601 West Boulevard
Birmingham, AL 35206

1st Year (2019) _____
2nd Year (2020) _____
3rd Year (2021) _____

Annex Building
401 14th Street South
Birmingham, AL 35233

1st Year (2019) _____
2nd Year (2020) _____
3rd Year (2021) _____

TB Clinic (Specialty Clinic)
1400 Sixth Avenue South
Birmingham, AL 35233

1st Year (2019) _____
2nd Year (2020) _____
3rd Year (2021) _____

Guy M. Tate Building
1400 Sixth Avenue South
Birmingham, AL 35233

1st Year (2019) _____
2nd Year (2020) _____
3rd Year (2021) _____

Price per square foot (for additional carpet cleaning) \$ _____

Name of Company _____

REFERENCES

Bidder will list a minimum of four (4) references. References will be accepted only from companies that provide similar type of scope of work as requested herein.

Contact Person _____

Company _____

Address _____

Telephone _____

Contact Person _____

Company _____

Address _____

Telephone _____

Contact Person _____

Company _____

Address _____

Telephone _____

Contact Person _____

Company _____

Address _____

Telephone _____

Name of Company _____

Please enclose your business card with your bid.

Bidder acknowledges receipt of _____ addenda. This page must be returned with bid.
(addenda numbers)

Date of Bid

Name (print legibly or type)

Company

Title

Street Address

Signature

City State Zip

Tax ID Number

Post Office Box (Zip if different from street address)

E-mail Address

Telephone Number

Fax Number

Terms of Payment

Delivery Date

Alabama Law (Section 41-4-116, Code of Alabama 1975) provides that every bid submitted and contract executed shall contain a certification that the vendor, contractor, and all of its affiliates that make sales for delivery into Alabama, or leases for use in Alabama, are registered, collecting, and remitting Alabama state and local sales, use, and/or lease tax on all taxable sales and leases into Alabama.

BY SUBMITTING THIS BID, THE BIDDER IS HEREBY CERTIFYING THAT THEY ARE IN FULL COMPLIANCE WITH ACT NO. 2006-557, THEY ARE NOT BARRED FROM BIDDING OR ENTERING INTO A CONTRACT PURSUANT TO 41-4-116, AND ACKNOWLEDGE THAT THE AWARDING AUTHORITY MAY DECLARE THE CONTRACT VOID IF THE CERTIFICATION IS FALSE.