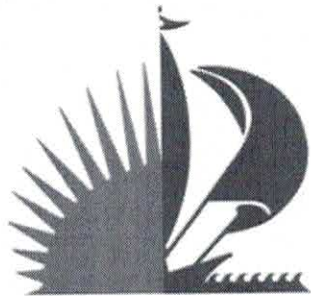


BID 12224-595
JANITORIAL SERVICES, PARKS
BID DESIGNATION: PUBLIC

CITY OF FORT LAUDERDALE
Procurement Services Division
100 N. Andrews Av #619
Fort Lauderdale, FL 33301

Date: 01/23/2019

Time:



CITY OF FORT LAUDERDALE



Submitted by:
Kelly Janitorial Systems, Inc
4805 NW 79 AV, Suite 05,
Doral, FL 33166
305-456-1864
kelly@kellyjanitorial.com

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Doral January 23th, 2019

City of Fort Lauderdale
Procurement Services Division
100 N. Andrews Av #619
Fort Lauderdale, Florida 33301

REF: RFP No. 12224-595
Janitorial Services, Parks

Dear Sirs,

We are pleased to present our quotation for the Janitorial/Custodial services at the facilities in the City of Fort Lauderdale, Parks. The enclosed proposal outlines our management and technical capabilities for meeting your specifications and the high standards you require.

We believe experience, supervision and viable labor force, combined with a strong management team, make up the key ingredients for a successful janitorial service.

I personally invite you to spend a few minutes reviewing the enclosed material. It shall help you provide a clear understanding of our company and how you too could have the best quality cleaning.

Thank you for your consideration and the opportunity to provide these services to you and your organization.

Best Regards,



Adriana Tovar

President

Kelly Janitorial Systems, Inc.

4805 NW 79th AV Suite 05

Doral FL 33166

Phone: 305-456-1864

Fax: 786-953-7836

kelly@kellyjanitorial.com

4.2.2. Executive Summary:

Kelly Janitorial Systems, Inc. is a Florida Corporation since 1997. The Principals/founders have an extended experience for more than 21 years, not only in Florida, but New York, Connecticut and New Jersey. The management personnel managed accounts in New York City such as the Marriot and Sheraton Hotels. In Florida we have managed accounts with more than 300,000 square footage successfully. In addition, we are very familiar with Government buildings, Schools, Parks, Banks and City Halls among others.

Kelly Janitorial Systems, Inc has the one of the best reputations in the industry, for the professionalism, know-how of the industry, courtesy and reliability.

We are one source of cleaning services, we offer specialty services as:

- Carpet Cleaning
- Upholstery Cleaning
- Vinyl Tile Cleaning and refinishing
- Wood Floor Polishing
- High-pressure cleaning
- Mat / Rugs Cleaning
- Recycling
- Parking Lot maintenance
- Window Cleaning
- Post-Construction Cleanings
- Porter Services
- Stone Care
- Emergency Services

Kelly Janitorial Systems, Inc is a leading cleaning company in Miami-Dade County. We service the most exclusive City Halls, Town Halls and Villages in South Florida, Broward, Palm Beach, Saint Lucie and Martin County. We have over +80 satisfied customers which include among others, major City Halls, Professional offices, Department of Transportation Facilities, Museums, Police Departments, Public Libraries, Publix Safety Complex, EOC Dispatch, Health Departments and Schools, Parks.

LICENSE OR BUSINESS PERMITS

Kelly janitorial has operations in several counties such as: Palm Beach, Broward, Martin County, Saint Lucie and Miami Dade.

We have all required license and business permits. We have license in Miami – Dade County and Saint Lucie County. (Please see attached in License and Permits).

Although we currently do not have an occupational license or local business tax, we have been providing service and conducting business since 2006 in Broward County, in the Town of Pembroke Park.

4.2.3 EXPERIENCE AND QUALIFICATIONS

Kelly Janitorial Systems, Inc. in Florida we have managed accounts with more than 300,000 square footage successfully. In addition, Kelly Janitorial Systems, Inc is very familiar with facilities similar to City of Fort Lauderdale, Parks because Kelly Janitorial Systems Inc, has Parks, City Halls facilities and governments entities as a client, City of Aventura, City of Lake Worth, Fish and Wildlife in North Miami, Florida Turnpike buildings, Bal Harbour Village, Town of Cutler Bay, Martin County Parks and Recreations, Athletic League of North Miami, Town of Pembroke Park. In each of these facilities they count with Police Departments, Dispatch areas, Special Operation Departments, Public Safety Complex, Libraries, Annex Buildings, Utilities and Solid Waste, Parks, etc.

We have over 21 years' experience in the janitorial industry. We provide staffing that has prior experience and in addition is given training orientation upon hire to ensure, quality of service. We are available 24hrs/7 days a week in case of emergencies. We have a crew that is responsible for hard floor/carpet and project cleaning on demand and for project work. We partner with our customers to provide specialized services as needed including hours operations/days and specialized services.

PAST PROJECTS

Name of Client: City of North Miami.

Address: 776 NW 125th Street
North Miami, FI 33161

Phone No. 786-256-1037

Contact Person: Jorge Manresa.

Brief Project Scope: Complete Building Janitorial Services in City Hall, Police Station, Museum of Contemporary Arts, North Miami Public Library, Community Centers and Parks.

Contract Budget: \$200,000 Annual.

Square Feet: 100,000 Approx.

Email: jmaresa@northmiamipolice.com

Performance Period: March 1ST, 2013-January 1ST, 2017

Name of Client: City of South Miami.
Address: 4795 SW 75th Av
Miami, Fl 33155
Phone No. 305-403-2071
Contact Person: Kelly Barket Jr.
Brief Project Scope: Janitorial Services for the facilities and Buildings (6 Buildings and 4 Locations).
Email: KBarket@southmiamifl.gov
Performance Period: December 1ST, 2012 - January 1st, 2016

Name of Client: City of Aventura
Aces Middle School.
Address: 19200 West Country Club
Aventura, Fl 33180
Phone No. 305-466-8950
Contact Person: Julio Garcia
Description of Services Provided: Daily Janitorial services
Email: garciaj@cityofaventura.com
Performance Period: Award: March 1ST, 2013 - June 30, 2017

Client name: Florida Health Department
Client address: 1325 NW 14th Av
Miami, FL 33125
Contact Person: Jacqueline Cajina

Client contact phone number: 305-325-2532

Client contact email address: jacqueline.cajina@flheath.gov

Description of services provided: Custodial services for complete Building, supplies and quarterly, semiannual maintenance of all facilities.

Performance period: January 2011 to June 2018.

Kelly Janitorial Systems, Inc is committed to providing quality janitorial services that deliver the highest levels of customer satisfaction.

Kelly Janitorial Systems, Inc. is a Florida Corporation since 1997 (please see attachment).

Please find the following information:

Business Address: 4805 NW 79 Av Suite 05 Doral, FL 33166

Phone number: 305-456-1864

Email: kelly@kellyjanitorial.com

Web Site: www.kellyjanitorial.com

Contact Person: Adriana Tovar

Number of the employee: 56 employees.

BACKGROUND AND EXPERIENCES OF PERSONNEL.

STAFF RESPONSIBILITIES:

The staff (Project manager, supervisors and janitors) of Kelly Janitorial Systems Inc., are responsible to perform and follow up the scope of services in daily, weekly, monthly and semi-Annual basis as described in this RFP package, ***sign in-out every day through the system named Mygeotracking/agent***, and make sure the facilities are secure and report any incident immediately.

Kelly Janitorial Systems, Inc for the RFP No. 12224-595 will comply with the Technical Specifications/Scope Services contained in section III, item 3.

PROJECT MANAGER'S EXPERIENCE.

The Project manager has a large experience in this Industry. Has the ability to choose the best products and cleaning equipment to be used, provide MSDS, schedule the monthly and semi-annual schedules of cleanings report any incident or concern, submit reports indicating work completion, address with extra crew any spills o incident as soon as possible, quality control walk-through with supervisor on weekly basis and keep a good communication with client. He is available 24/7 for client and cleaning crew.

The project manager designated for the RFP No. 12224-595 will comply with the Technical Specifications/Scope Services contained in section III, item 3.:

- Full Authority to administer the term of the Contract with the City of Fort Lauderdale.
- Submitted
- every Monday morning by 8:00 a.m. via e-mail to the Contract Administrator.
- Schedule at the beginning of each month, monthly cleaning services at each restroom and send via email to the Contract Administrator.
- Report park security issues.
- Report to Contract Administrator all problems encountered (broken fixtures, graffiti, vandalism) within 2 hours.
- Available to meet with the City of Fort Lauderdale Contract Administrator to visit all sites anytime during regular business hours (8:00 AM -5:00 P.M).
- Responsible to ensuring that all Scope of Work items completed as schedule in the Scope of Work daily basis.

- Have the capabilities to receive feedback by telephone and/or email to facilitate timely corrective actions.
- It's available to speak and read English.
- Provide a list of the staff that have keys/key cards to City of Fort Lauderdale facilities will be maintained and, given to the City of Fort Lauderdale contract Administrator, and updated as needed due to employee turnover.
- Make sure that all personnel have proof of identity when requested to do so by City of Fort Lauderdale.
- Provide a list of the names of the personnel who will be working in the facility and who have access to the keys / key cards.

The Project Manager has knowledge of methods used in the cleaning of buildings and the occupational hazards and safety rules and regulations.

SUPERVISORS EXPERIENCE.

The Supervisor must inspect that the job is done at Kelly Janitorial's standards, report any incident, lock doors, check inventory, follow up the MSDS, the mix and/or use of cleaning products, report spills to be address as soon as possible, follow up procedures, uniforms, id cards, alarms, report any concern to Project manager, keep daily written activities reports and any other assignments.

The Supervisors have a large experience in this Industry.

They have the knowledge of the standard methods, equipment, and supplies used in largescale janitorial activities of the service, have knowledge of the qualities, adaptabilities, and uses of common tools, equipment, and materials used in cleaning and maintenance activities.

The Supervisors have knowledge of methods used in the cleaning of buildings and the occupational hazards and safety rules and regulations.

The Supervisor designated for the RFP No. 12224-595 will comply with the Technical Specifications/Scope Services contained in section III, item 3:

- All janitorial-related issues will be corrected by the next cleaning visit.
- Any issues and corrections will be directed through the City of Fort Lauderdale contractor Administrator.

- Responsible for the security of the building including checking all windows and doors at the conclusion of the work in each area.
- It's available to speak and read English.
- Maintained the equipment in good, safe, and clean operating conditions.
- Buildings with alarms will be armed immediately at the conclusion of the work.
- Make sure that all personnel not be allowed in City of Fort Lauderdale facilities outside of their normal working hours unless they are performing work.
- Request to the City of Fort Lauderdale all necessary Keys/key cards for the employees designated employees to this contract.
- Reported any loss of keys/key cards at the time of each lost key/key card to the City of Fort Lauderdale Contractor Administrator.
- Make sure that the Keys are not to be copied.
- Lost or stolen key/key card jeopardize the security of a particular facility, the Company will be totally responsible for all cost incurred by City of Fort Lauderdale in re-keying the lock system.
- Check that the electronic security system (where installed) will be properly disarmed and armed each time after-hours access is made.
- Make sure that the all exterior doors are to remain locked while the staff is in the facility.
- Reported immediately problems dealing with unauthorized or suspicious persons, conditions indicating theft, breaking or vandalism, situations such as: fire, smoke, unusual odors, broken pipes or floods, and take appropriate safety measures.

JANITORIAL EXPERIENCE

Our Staff are responsible for cleaning the interiors and exteriors of facilities and buildings, offices, etc. They generally report to a supervisor; their work is completed with little or no supervision and provide Daily Cleaning and Maintenance Services.

The main duty of our staff is providing regular upkeep of a property and keep the location in excellency. This may include sweeping, mopping, vacuuming, cleaning and resupplying bathrooms, emptying trash bins and other activities.

They must also clean any spills or other hazards that occur to prevent injuries to people or property. They are also tasked with securing buildings in the evenings or opening them in the mornings.

In addition to their daily cleaning duties, our staff are called upon to periodically perform heavy cleaning tasks. Shampooing carpets, waxing floors, and other specified tasks are common duties. They keep an eye on their cleaning supplies and equipment and reorder necessary inventory when needed. They also are expected to keep their tools and equipment in good working order and maintain a clean and orderly supply area.

Our staff are reliable to problem solvers. They have good time management skills as well as the ability to work with minimal supervision and possess good communication skills.

The Janitors have knowledge of methods used in the cleaning of buildings and the occupational hazards and safety rules and regulations.

The Staff designated for the RFP No. 12224-595 will comply with the Technical Specifications/Scope Services contained in section III, item 3.

STRUCTURE WILL BE ASSIGNED TO THIS PROJECT

(See Attached in Table of Content Attachments: Organizational Charts)

	Quantity	Location
Project Manager	1	City of Fort Lauderdale, Parks
Supervisor	1	See Organizational Charts assigned to Parks
Janitorial	4	See Organizational Charts assigned to Parks

4.2.4 APPROACH TO SCOPE OF WORK.

Kelly Janitorial Systems Inc. is a distinctive service centered organization that has set high quality as our GOAL. We work continuously and tirelessly toward that GOAL.

We work with our clients as a team.

Our Vision

We are constantly working to establish ourselves as the most respected and sought-after contract cleaning and facilities support service in Miami-Dade, Broward, Palm Beach, Martin and Saint Lucie County. We seek to build a partnership philosophy based on solid and trusting relationships with our key stakeholders.

Our Mission

Kelly Janitorial Systems, Inc is committed to providing the highest quality commercial cleaning service available by exceeding the expectations of our clients, as well as their employees, and other persons to their premises or facilities.

Planning: defining goals, establishing strategy and developing sub-plans to coordinate activities through a flexible management approach.

Organizing: determining what needs to be done, how it will be done and who is to do it.

Leading: directing and motivating all relevant stakeholders through in-house and on-site training, employee suggestions and conflict resolution.

Controlling: regular audits and maintenance activities are executed to ensure that tasks are accomplished as planned, with outcomes reviewed and evaluated with the aim of continuous improvement.

CURRENT WORK LOAD

Client name: Martin County Parks and Recreations

Client contact name: Deborah Werner.

Client address: 2401 SE Monterrey Rd
Stuart, FL 34996

Client contact phone: 772-221-1353

Client contact email address: dwerner@martin.fl.us

Description of all services provided:

Custodial Services for 39 parks restrooms facilities, offices and Communities Centers.

Performance period: April 1st, 2018 to present.

Total amount of contract: \$200,000. 00 Annual Approx.

Client name: City of Lake Worth

Client contact name: Felipe Lofaso

Client address: 1749 3rd Avenue South
Lake Worth, FL 33460

Client contact phone number: 561-586-1720.

Client contact email address: flofaso@lakeworth.org

Description of all services provided:

We provide custodial services for 19 locations including: City hall, parks, Golf Course, Utility Complex, Library, Public Safety, City Hall Annex, Utility Conservation, Utility Administration, Utility Engineering, City Building Maintenance, Public Services, Utility Water trailers, Storm water, Water Plant, SYS OPS. Service include supplies and quarterly, semiannual maintenance of all the facilities mentioned.

Performance period: November 01, 2017- September 30, 2020.

Total amount of contract: \$124,735.44. Annually.

Client name: City Aventura.

Client contact name: Julio Garcia

Client address: 19200 W. Country Club Dr.
Aventura FL 33180.

Client contact phone: Ph.: 305-525-0896

Client contact email address: garciaj@cityofaventura.com

Description of all services provided: We provide custodial services for several buildings including: City Hall, Police Department, Parks, Community Center and Art and Cultural Center. Service includes porters, supplies and quarterly, semiannual maintenance of all the facilities mentioned.

Contract Period: Client since 1999-Current. (5 years of duration)

Total amount of contract: \$ 124,800.00. Annually

Client name: Town of Cutler Bay

Client contact name: Patricia Vallejo

Client address: 10720 Caribbean Blvd. Suite 210
Cutler Bay, Florida 33189

Client contact phone number: (305) 234-4262

Client contact email address: PVallejo@cutlerbay-fl.gov

Description of all services provided:

Janitorial services for parks and Building, supplies and quarterly, semiannual maintenance of all facilities.

Performance period: December 1st, 2017 to Present.

Total amount of contract: \$ Annually.

Client name: Hawthorne Services, Inc. a Louis Berger company (Florida Turnpike)

Client contact name: Frank Natal

Client address: 5929 SW 21St Street
West Park, Florida 33023

Client contact phone number: 786-510-8631.

Client contact email: fnatal@louisberger.com

Description of all services provided:

We provide cleaning services for Facilities and Telecommunication Maintenance Offices, Central Repairs Depot, porter services, supplies and quarterly, semi-annual maintenance of the facilities:

Snapper Creek MP19 – 68,000 SQFT

Pompano Beach MP65 – 80,000 SQFT

Deerfield Beach MP-22 – 25,000 SQFT

Coconut Creek – MP67 – 1000 SQFT (trailer)

Boca Raton Sun pass Center MP75 – 42,000 SQFT

West Palm Beach MP99 – 19,150 SQFT

Ft. Pierce MP144 – 7,000 SQFT

Performance period: Client since 2006-Current

Total amount of contract: \$ 300,000.00. Annually.

Client name: Bal Harbour Village

Client contact name: Dominique Cave.

Client contact phone number: 305-993-7368

Client address: 655 96th St

Bal Harbour, FL 33154

Client contact email address: dcave@balharbourfl.gov

Description of all services provided:

We provide custodial services for several buildings including: City hall, Police Administration, Police Operation, Recreation Center, Public work operation Centers.

Performance period: Since September 2005 to present.

Total amount of contract: \$ 42,598.00 Annually.

Client name: Town of Pembroke Parks

Client contact name: Stephanie Woodbury

Client address: 3150 SW 52nd Ave

Pembroke Parks, FL 33023

Client contact phone number: 954.966.4602

Client contact email address: swoodbury@townofpembrokepark.com

Description of all services provided:

Custodial services for complete Building, supplies and quarterly, semiannual maintenance of all facilities.

Performance period: Since 2013 to Present.

Total amount of contract: \$18,000.00. Annually.

Client name: Waste Services

Client contact name: Rosa Golden

Client address:

3680 NW 135 ST

Miami FL 33142

Client contact phone number: 305 694 7236. Fax: 305 633 2973

Client contact email address: rosa.golden@progressivewaste.com

Description of all services provided:

Custodial services for complete Building, supplies and quarterly, semiannual maintenance of all facilities.

Performance period: Client since 2012 to Present.

Total amount of contract: \$11,422.32 Annually.

Client name: FISH AND WILDLIFE SOUTH REGIONAL OFFICE

Client contact name: Lt. Randy Yanez.

Client address: 3200 NE151 St

North Miami, FL 33181

Client contact phone: 305-370-1236

Client contact email address: randy.yanez@MyFWC.com

Description of all services provided:

Janitorial Services for all offices and facilities

Performance period: March 16th, 2018 to present.

Total amount of contract: \$7,560 oo. Annual Approx.

OTHER CUSTOMERS:

Police Athletic League of North Miami

The First day we always begin with a deep cleaning of the entire facilities with enough extra crew to reach the level of cleanliness required.

QUALITY INSPECTIONS: A supervisor will perform unannounced inspections at different times of the day. This practice assures Kelly Janitorial's high standards and encourages feedback from our customers.

RULES AND REGULATIONS: It is understood that Kelly Janitorial's personnel shall comply with any building rules and that the aforementioned schedule may vary from time(s) to time(s), according to the needs of CUSTOMER.

COMMUNICATIONS: We work when you work. - So, we will always be available when you need us. Kelly Janitorial Systems is able to assist you with any cleaning matters 24 hours a day.

UNDERSTANDING IMMERGE NEEDS: We are sure that Kelly Janitorial Systems will meet and surpass your cleaning needs.

Start-up orientation program to bring facilities into compliance with quality standards.

Service Schedule

Cleaning service operations described in this comprehensive program will be performed 7 days per week (as needed) in two different shifts, with one day and a night crew. All services will have the supervision of our project manager and the assigned supervisors and team leaders to supervise and manage the night crew.

Kelly Janitorial Systems, Inc is prepared to adapt this work schedule to coincide with the needs and requests of the customer provided that such requests do not alter the cost of operations.

SCHEDULE AND METHODOLOGY

Our personnel are interviewed to select the most reliable crew, making sure they live a few miles from the job assigned. After the selection, E-Verify, background check, photos ID, uniforms, training with green cleaning products and MSDS, and cleaning procedures and then we are ready to begin.

KELLY JANITORIAL SYSTEMS, INC will meet with client to discuss the schedule daily, weekly and monthly basis.

Plus, security issues, building regulations, access cards/keys/alarm, etc.

FIRST DAY: We always begin with a deep cleaning of the entire facilities with enough extra crew to reach the level of cleanliness required.

Startup: Since this project involve a large area of cleaning, we will implement a phase plan, starting with the principal areas, then phasing the rest of the facility within 7 days or less, depending on operational constrain.

Quality Inspections: The Project Manager will perform unannounced inspections at different times of the day. This practice assures KELLY JANITORIAL'S high standards and encourages feedback from our customers.

Rules and Regulations: It is understood that KELLY JANITORIAL'S personnel shall comply with any building rules and that the schedule may vary from time(s) to time(s), according to the needs of CUSTOMER.

Employee Status

Personnel supplied by Kelly Janitorial Systems, Inc are deemed employees of Kelly Janitorial Systems, Inc and will not for any purpose be considered employees or agents of the customer.

Equal Opportunity Employer

Kelly Janitorial Systems, Inc is an equal opportunity employer. All necessary employment forms will be maintained by our office as required by law.

Here are a few important highlights:

Before we start... All our cleaners are thoroughly trained on how to perform each cleaning task, as well as on important safety issues. Our goal is to clean each customer's facility professionally and safely.

During the start... We know a seamless, no-hassle start-up is important to every customer. So, at Kelly Janitorial Systems, Inc, we combine up-front preparation and training with strong management and direction to ensure a smooth, successful startup.

After the start... A systematic approach to keep your buildings looking good! At Kelly Janitorial Systems, Inc, we offer strong management and quality control to plan for, and not lose track of, the many necessary cleaning details.

INSPECTION PROCEDURES.

An inspection form is generated specific to job location, including but not limited to scope of service and frequency scale. Kelly Janitorial Systems, Inc identifies a list of work task, phase of Cleaning, which will be quality controlled.

Each work task is subject to a series of inspections; before, during, after the work is complete. Each inspection verifies compliance with full scope of the relevant specifications; not limited check points for heightened awareness.

REPORTING SYSTEMS

Current system consists of inspection performed, and performance improvement. We use the acronym **PDCA**, which stands for **plan, do, check, act**.

(See Attachments: Others PDCA)

Phase 1: Performance Plan: At the beginning of the evaluation cycle, the Project Manager, supervisors and employees get together for a performance-planning meeting.

In this session they discuss the employee's key responsibilities, goals and projects, behaviors and competencies, and professional development plans.

Phase 2: Performance Do. For the employee, the critical responsibility in Phase 2 is getting the job done—achieving the goals. For the Project Manager and supervisors, there are two major responsibilities: creating conditions that motivate, and confronting and correcting any performance problems.

Over the course of the year the employee works to achieve the key responsibilities and goals of the job. The Project Manager provides coaching and feedback to the employee to increase the probability of success.

The Project Manager creates conditions that motivate and resolves any performance problems that arise. Mid-way through the year they meet to review the employee performance against the plans and goals discussed in the performance planning meeting.

Phase 3: Performance Check. As the time for the formal performance evaluation nears, the supervisor reads the employee's self-review and any feedback by colleagues that has been provided and reflects on how well the employee has performed over the course of the year.

Prior to the evaluation meeting, the Project Manager may choose to meet with the employee to review the self-evaluation. This meeting is an opportunity for the employee to talk about his or her self-review and for the Project Manager and supervisors to listen and ask clarifying questions.

One to two days prior to the evaluation meeting, the project manager and supervisors may print the evaluation for the employee to read in advance of the meeting to allow time for the employee to review the contents, which results in a more meaningful evaluation discussion.

Phase 4: Performance Act (Evaluation). The form the Project Manager completed is reviewed with discussion about how well the employee performed during the year. At the end of the meeting a performance planning discussion occurs, or a follow-up meeting may be scheduled.

Performance Act is the final phase of an effective year-long performance management system. It involves the employee and the supervisor discussing the performance evaluation document that the supervisor has completed.

Capabilities to respond to emergency or disaster situations including supply of specialized equipment required for Dewatering Methods or moisture removal tasks or other special cleaning services.

Response time to emergency calls are completed within the range of 2 to 24hrs depending on severity of emergency.

Disasters may strike at any time. However, being prepared for a particular disaster requires time, training, financial resources, and a response plan.

Emergency Preparedness for emergency or disaster situations requires four primary considerations:

- Actions taken before the ...
- Actions taken during the ...
- Actions taken after the ...
- A program of scheduled maintenance to keep the plan effective and relevant.

Organizational Management.

Organizational Management consist of an account supervisor (on call 24/7), responsible for overseeing the staffing and services provide. Supervisor will serve as liaison between City of Miramar representative. Supervisor will conduct Onsite inspections as part of our PDCA. Performance improvement as well as follow up on any concerns, within the hour and corrective action taken with 24 hrs.

The company will be assigned a member of our staff who will be available to meet with the Facilities Manager, on a bi-weekly or monthly basis for the purpose of reviewing the performance of the contracted workforce and effecting what changes, if any, are necessary.

Each three (3) months the company will be sending to the City of Miramar the Janitorial Services Performance Survey Customer Satisfaction and the action plan we will follow to improve the Services.

The Staff of Kelly Janitorial Systems Inc., are responsible to perform and follow up the scope of services in daily, weekly, monthly and semi-Annual basis as described in this BID package, ***sign in-out every day through the system named Mygeotracking/agent***, and make sure the facilities are secure and report any incident immediately.

BONDING CAPACITY

Bonding capacity is important to our company as the capacity will determine which projects we can pursue. Kelly Janitorial Systems, Inc have Bonds issued on a case by case scenario, depending on the job classification and are issued singularly, and limited to one bond per job amount as per our contractor.

Currently Kelly Janitorial Systems, Inc has projects assigned with different types of bond.

These are the municipalities of which we have provided bonds for, City of Aventura, City of Lake Worth, City of Miami Springs and Town of Cutler Bay.

Insurance

Kelly Janitorial Systems will furnish all forms of insurance and bonds required by law and shall maintain the same in force.

- Comprehensive General Liability
- Property Damage
- Workers' Compensation

LIST SUBMITTED OF CURRENT MAINTENANCE EQUIPMENT:

Kelly Janitorial Systems Inc. has in every facility all equipment needed to perform the tasks assigned. We only supply to our personnel commercial machines to assure the level of performance required by us and our clients. We will use eco-friendly cleaning products.

Kelly Janitorial Systems will furnish and maintain all necessary cleaning equipment inclusive of but not limited to: floor machines, buffers, carpet extractor, vacuums, maid carts, mop buckets, wringers, mops and brooms.

The customer agrees to provide a secure space for storage of this equipment, as may be necessary.

Kelly Janitorial Systems will comply with current OSHA regulations and proven procedures pertaining to all work performed at the customer's location. As well as the recycle/environmental program ISO14001.

List of Equipment that will be assigned to City of Fort Lauderdale, Parks

Item #	Title or Description of Equipment	Quantity
1	Van Vehicles	1
2	Buffering Machines	4
3	Stripping Machines	4
4	Carpet Extractor Machines	2
5	Water Vacuum Machines	3
6	Vacuum Cleaners	+40
7	Pressure Cleaners Machine	3
8	Carpet Cleaning Machines	3

1. MATERIALS

Kelly Janitorial Systems, Inc will furnish all cleaning products and supplies inclusive of but not limited to: Ecolab brand Soap plus all Ecolab cleaning agents and disinfectants, all paper products

by Georgia Pacific, liners, also will provide products for floor maintenance as Wax, strip, degreasers, pads and other cleaning chemicals, machines scrubbers, buffering equipment, spill vacuums, among others.

Data Sheets for all green products will be submitted prior of the beginning of this contract.




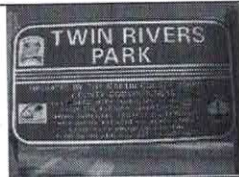
Cleaning products used by Kelly Janitorial Systems, Inc use environmentally friendly and attached you will find the Safety Data Sheet (SDS) for each cleaning product likely to be used in the performance of this contract.

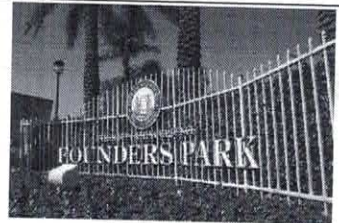


All chemical bottles will be labeled.






Mop heads will be cleaned professionally or replaced at least bi-weekly.

Old dirty mop heads will be removed from the buildings and mop buckets will be emptied and cleaned after each use.

4.2.5 REFERENCE

CLIENT NAME	MARTIN COUNTY PARKS AND RECREATIONS	
ADDRESS	Stuart, Palm City, Hobe Sound, Jensen Beach and Port Salerno	
CONTACT PERSON	Deborah Werner	
TELEPHONE	772-221-1353	
EMAIL	dwerner@martin.fl.us	
DESCRIPTION OF WORK	Custodial Services for 39 Parks restrooms, 16 Offices and Communities.	
YEAR DE PROJECT WAS COMPLETE	April 1 st , 2018 to Present.	
TOTAL COST OF THE PROJECT, ESTIMATE AND ACTUAL	\$200, 000. 00 Approx.	

CLIENT NAME	CITY OF AVENTURA	
ADDRESS	19200 W. Country Club Dr. Aventura FL 33180	
CONTACT PERSON	Julio Garcia	
TELEPHONE	305-525-0896	
EMAIL	garciaj@cityofaventura.com	
DESCRIPTION OF WORK	We provide custodial services for several buildings including: City Hall, Police Department, Parks, Community Center and Art and Cultural Center. Service includes porters, supplies and quarterly, semiannual maintenance of all the facilities mentioned.	
YEAR DE PROJECT WAS COMPLETE	Client since 1999-Current. (5 years of duration)	
TOTAL COST OF THE PROJECT, ESTIMATE AND ACTUAL	\$180, 000. 00 Approx	

CLIENT NAME	Town of Cutler Bay	
ADDRESS	10720 Caribbean Blvd. Suite 210 Cutler Bay, Florida 33189	
CONTACT PERSON	Patricia Vallejo	
TELEPHONE	(305) 234-4262	
EMAIL	PVallejo@cutlerbay-fl.gov	
DESCRIPTION OF WORK	Janitorial services for parks and Building, supplies and quarterly, semiannual maintenance of all facilities.	
YEAR DE PROJECT WAS COMPLETE	December 1 st , 2017	
TOTAL COST OF THE PROJECT, ESTIMATE AND ACTUAL	\$ 95,383.00	

4.2.6 MINORITY/WOMEN (M/WBE) PARTICIPATION.

N/A

4.2.7 SUBCONTRACTORS.

N/A

4.2.8 REQUIRED FORMS.

Please see attached Bids Forms.



Bid Forms

SECTION VI - COST PROPOSAL PAGE - REVISED

Proposer agrees to supply the products and services at the prices bid below in accordance with the terms, conditions and specifications contained in this RFP.

Cost to the City: Contractor shall quote firm, fixed, costs for all services identified in this request for proposal. These firm fixed costs for the project include any costs for travel and miscellaneous expenses. No other costs will be accepted.

Page 1 of 2

	LOCATIONS	DESCRIPTION	OPERATING HOURS	SERVICES PER YEAR	PRICE PER SERVICE (svc)	TOTAL ANNUAL COST PER LOCATION
1.	Bayview Park 4401 Bayview Dr. Located at northside of park. (Estimated Square Footage – 455 sqft.)	One Men and Women restroom. 1 Service per Day - Must be cleaned by 12-noon daily.	7AM to 8PM	365 SVC	\$__11.00__ /svc	\$__4,015.00__
2.	Floranada Park Located at 5100 NE 14 Way, on north side of the school by baseball fields third base. (Estimated Square Footage – 88 sqft.)	One Men and Women restroom. 1 Service per Day – Must be cleaned by 12-noon daily.	7AM to 8PM	365 SVC	\$__10.00__ /svc	\$__3,650.00__
3.	George English Park Located at 1101 Bayview Dr. (Estimated Square Footage – 600 sqft.)	One Men and Women restroom. 1 Service per Day – Must be cleaned by 12-noon daily.	7AM to 8PM	365 SVC	\$__10.00__ /svc	\$__3,650.00__
4.	George English Park Administrative Office Located at 1101 Bayview Dr. (Estimated Square Footage – 200 sqft.)	One unisex restroom with shower. 1 Service per Week– Must be cleaned once per week, by 12-noon.	7AM to 4PM	52 SVC	\$__11.00__ /svc	\$__572.00__
5.	Holiday Park multi-fields Located at 800 North Federal Highway. Located very close to Park Rangers office. (Estimated Square Footage – 660 sqft.)	One Men and Women restroom. 2 Services per Day - Must be cleaned 2 times a day. One cleaning by 9-am and the other must be 4 hours after first cleaning.	7AM to 8PM	730 SVC	\$__11.50 /svc	\$__8,395.00__
6.	Holiday Park Baseball fields, Located at most northern end of park, by NE 12 Way. (Estimated Square Footage – 744 sqft.)	One Men and Women restroom. 1 Service per Day – Must be cleaned by 12-noon daily.	7AM to 8PM	365 SVC	\$__12.00 /svc	\$__4,380.00__
7.	Holiday Park Jimmy Evert Tennis Center. Located at 800 North Federal Highway. (Estimated Square Footage – 648 sqft.)	One Men and Women restroom with showers. 1 Service per Day – Must be cleaned by 12-noon daily.	7AM to 4PM	365 SVC	\$__16.00__ /svc	\$__5,840.00__
8.	Floyd Hull Stadium – inside the Park at the corner of SW 8 th Avenue & SW 28 Street	One Men and One Women restrooms (in the new concessions)	7AM to 6PM	365 SVC	\$ 25.00 __ /svc	\$__9,125.00__

	(Estimated Square Footage – 288 sqft.)	1 Service per Day – Must be cleaned before 12-noon daily.				
9.	Floyd Hull Stadium Across from Morton Center – Outfield area (Estimated Square Footage – 260 sqft.)	One Men and Women restroom (Madera-Tyrell Building) 1 Service per Day – Must be cleaned by 12-noon daily.	7AM to 6PM	365 SVC	\$ 10.00 __/svc	\$ __3,650.00 __
10.	Dottie Mancini Park. Located at 6400 NE 22 Ave. (Estimated Square Footage – 52 sqft.)	One unisex restroom. 1 Service per Day – Must be cleaned by 12-noon daily.	7AM to 8PM	365 SVC	\$ _10.00 __/svc	\$ _3,650.00 _____
11.	Sunset Park. Located at 3775 SW 16 St., beside the school (Estimated Square Footage – 120 sqft.)	One Men and Women restroom. 1 Service per Day – Must be cleaned by 12-noon daily.	7AM to 8PM	365 SVC	\$ _10.00 __/svc	\$ _3,650.00 _____
12.	Parks Yard Restroom. Located at 220 SW 14 Ave., by the Foremen and Supervisors offices. (Estimated Square Footage – 314 sqft.)	Unisex bathroom and hallway with shower. Also, cleaning of the ladies restroom (3 sinks and 3 toilets and one utility sink) at the front of the building. 2 Services per Week (Monday and Thursday), by 12-noon.	7AM to 3PM	52 SVC Corrected to: 104 SVC	\$ _17.00 __/svc	\$ _1,768.00 _____
13.	Las Olas Esplanade at Riverwalk. Located directly across from the IMAX complex. (Estimated Square Footage – 1737 sqft.)	One Men and Women restroom. 1 Service per Day – Must be cleaned by 12-noon daily.	7AM to 8PM	365 SVC	\$ 12.00 __/svc	\$ _4,380.00 _____
14.	Riverland Park Located at 4000 Riverland Rd., on the north side of the park. (Estimated Square Footage – 120 sqft.)	One Men and Women restroom. 1 Service per Day – Must be cleaned by 12-noon daily.	7AM to 8PM	365 SVC	\$ _10.00 __/svc	\$ _3,650.00 _____
15.	Mills Pond Baseball Restrooms 2201 NW 9 Ave. (by concession stand) Gated park entrance. (Estimated Square Footage – 184 sqft.)	One Men and Women restroom. 1 Service per Day – Must be cleaned by 12-noon daily.	7AM to 6PM	365 SVC	\$ __11.00 __/svc	\$ _4,015.00 _____
16.	Mills Pond at the Multi-fields. Location is at southern end of park. Gated park entrance. (Estimated Square Footage – 668 sqft.)	One Men and Women restroom. 1 Service per Day – Must be cleaned by 12-noon daily.	7AM to 6PM	365 SVC	\$ 11.00 __/svc	\$ _4,015.00 _____

17.	Mills Pond Maintenance Located at: 2201 NW 9 Ave (Estimated Square Footage – 42 sqft.)	One unisex restroom – 1 Service per day	8AM to 4PM	365 SVC	\$__14.00_/svc	\$_5,110.00____
18.	Palm Aire Park Located at 3354 NW 63 St. (Estimated Square Footage – 636 sqft.)	One Men and Women restroom. 1 Service per Day – Must be cleaned by 12-noon daily.	8AM to 4PM	365 SVC	\$__11.00_/svc	\$_4,015.00____
19.	South Beach Restrooms Located at the beach at A1A and Harbor Drive, across from Bahia Mar Hotel and Marina (Estimated Square Footage – 1290 sqft.)	One Men and Women restroom. <u>Monday through Friday:</u> Must be cleaned three (3) times a day at 7 am, 12 noon, and 4 pm. <u>Weekends:</u> must be cleaned six (6) times a day at 6 am, 9 am, 12 noon, 3 pm, 5 pm, 7 pm.	6AM to 8PM	1404 SVC	\$__15.00_/svc	\$_21,060.00____
20.	Fort Lauderdale Stadium Located at 1301 NW 55 Street (Estimated Square Footage – 260 sqft.)	Men and Women Restroom used for Soccer behind the left field bleachers, Main Men and Women Bathrooms located behind the food court area and Men and Women restrooms located behind the outfield bleachers. 3 cleanings per week - MWF	8AM to 9PM	168 SVC Corrected to: 156 SVC	\$__17.00_/svc	\$_2,652.00____
21.	Cooley's Landing Restrooms – 420 SW 7 Ave (Estimated Square Footage – 612 sqft.)	One Men and Women restroom. 1 Service per Day –	6AM to 7PM	365 SVC	\$_10.00_/svc	\$_3,650.00____
22.	Hardy Park Located at 25 SW 9 Street (Estimated Square Footage – 600 sqft.)	One Men and Women restroom. 1 Service per Day –	8AM to 9PM	365 SVC	\$_10.00_/svc	\$_3,650.00____ _____
23.	Morton Activity Center Located at 2890 SW 8 Ave (Estimated Square Footage – 400 sqft.)	One Men and One Women Restroom – 1 Service per Day	8AM to 5PM	365 SVC	\$10.00____/svc	\$_3,650.00____
24.	15th Street Boat Basin/Cox Landing Located at: 1784 SE 15 Street (Estimated Square Footage – 288 sqft.)	Need a daily cleaning of all the picnic tables under the pavilion by the restroom room. They will also need to wash the floor washed down daily and empty the 2 garbage can on eastside of the pavilion	8AM to 5PM	365 SVC	\$_18.00_/svc	\$_6,570.00____

		<p>.This structure is 25'x16'.</p> <p>The bathroom structure is 20'x 15 and the mens and ladies bathroom both have one toilet and one sink in each room. The soap, toilet paper and paper towel dispensers need to be filled daily and the baby changing tables need to be cleaned daily. The garbage cans in each bathroom also need to be emptied daily. Clean 2 drinking fountains.</p> <p>The walls and floor and light fixtures need to fall under the same cleaning schedule as the other bathrooms.</p> <p>The fish cleaning table also needs to be cleaned daily with the right chemicals and no abrasive material should be used on it. Please report any damage or functioning issues. The floor also needs to be cleaned daily and lighting and walls should be cleaned on the same schedule as stated in contract. The garbage can will need to be cleaned daily as well.</p> <p>This whole facility needs to be cleaned daily before 12 noon.</p>				
25.	Mangurian Park Located at: 3850 N Federal Hwy	One Men and One Women Restroom (1 service per day)	8AM to 9PM	365 SVC	\$ 10.00 /svc	\$ 3,650.00

	(Estimated Square Footage – 288 sqft.)					
26.	Osswald Park Located at: 2220 NW 21 Ave (Estimated Square Footage – 630 sqft.)	One Men and One Woman Restroom – 1 cleaning per day	8AM to 9PM	365 SVC	\$ __14.00_/svc	\$ _5,110.00_____

(All cleaning schedules as outlined in Contract are subject to change by City)

TOTAL ANNUAL COST \$ __123,872.00_____

Special Events:

In addition, the City of Fort Lauderdale occasionally hosts special events which require a restroom monitor be present to ensure the restroom facilities are kept clean during City sponsored special events. Please indicate your cost for a restroom monitor below. This shall be a flat rate, regardless of nights/weekends/holidays.

\$ __30.00_____per hour



NON-COLLUSION STATEMENT:

By signing this offer, the vendor/contractor certifies that this offer is made independently and *free* from collusion. Vendor shall disclose below any City of Fort Lauderdale, FL officer or employee, or any relative of any such officer or employee who is an officer or director of, or has a material interest in, the vendor's business, who is in a position to influence this procurement.

Any City of Fort Lauderdale, FL officer or employee who has any input into the writing of specifications or requirements, solicitation of offers, decision to award, evaluation of offers, or any other activity pertinent to this procurement is presumed, for purposes hereof, to be in a position to influence this procurement.

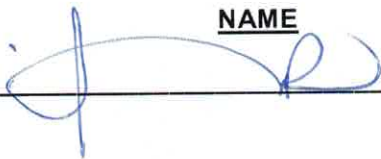
For purposes hereof, a person has a material interest if they directly or indirectly own more than 5 percent of the total assets or capital stock of any business entity, or if they otherwise stand to personally gain if the contract is awarded to this vendor.

In accordance with City of Fort Lauderdale, FL Policy and Standards Manual, 6.10.8.3,

3.3. City employees may not contract with the City through any corporation or business entity in which they or their immediate family members hold a controlling financial interest (e.g. ownership of five (5) percent or more).

3.4. Immediate family members (spouse, parents and children) are also prohibited from contracting with the City subject to the same general rules.

Failure of a vendor to disclose any relationship described herein shall be reason for debarment in accordance with the provisions of the City Procurement Code.

<u>NAME</u>	<u>RELATIONSHIPS</u>
	N/A
_____	_____
_____	_____
_____	_____

In the event the vendor does not indicate any names, the City shall interpret this to mean that the vendor has indicated that no such relationships exist.

**CONTRACTOR'S CERTIFICATE OF COMPLIANCE WITH
NON-DISCRIMINATION PROVISIONS OF THE CONTRACT**

The completed and signed form should be returned with the Contractor's submittal. If not provided with submittal, the Contractor must submit within three business days of City's request. Contractor may be deemed non-responsive for failure to fully comply within stated timeframes.

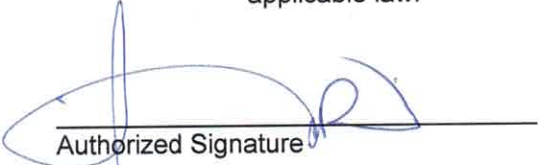
Pursuant to City Ordinance Sec. 2-17(a)(i)(ii), bidders must certify compliance with the Non-Discrimination provision of the ordinance.

- (a) Contractors doing business with the City shall not discriminate against their employees based on the employee's race, color, religion, gender (including identity or expression), marital status, sexual orientation, national origin, age, disability or any other protected classification as defined by applicable law.

Contracts. Every Contract exceeding \$100,000, or otherwise exempt from this section shall contain language that obligates the Contractor to comply with the applicable provisions of this section.

The Contract shall include provisions for the following:

- (i) The Contractor certifies and represents that it will comply with this section during the entire term of the contract.
- (ii) The failure of the Contractor to comply with this section shall be deemed to be a material breach of the contract, entitling the City to pursue any remedy stated below or any remedy provided under applicable law.


Authorized Signature

ADRIANA TOVAR - PRESIDENT
Print Name and Title

01.23.2019
Date

CONTRACT PAYMENT METHOD BY P-CARD

THIS FORM MUST BY SUBMITTED WITH YOUR RESPONSE

The City of Fort Lauderdale has implemented a Procurement Card (P-Card) program which changes how payments are remitted to its vendors. The City has transitioned from traditional paper checks to payment by credit card via MasterCard or Visa. This allows you as a vendor of the City of Fort Lauderdale to receive your payment fast and safely. No more waiting for checks to be printed and mailed.

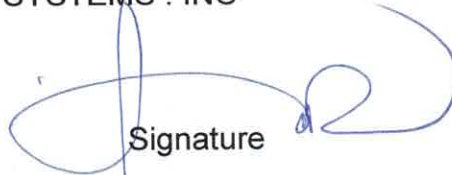
Payments will be made utilizing the City's P-Card (MasterCard or Visa). Accordingly, firms must presently have the ability to accept credit card payment or take whatever steps necessary to implement acceptance of a credit card before the commencement of a contract.

Please indicate which credit card payment you prefer:

☒ Master Card
☐ Visa Card

Company Name: KELLY JANITORIAL SYSTEMS . INC

ADRIANA TOVAR
Name (Printed)


Signature

01.23.2019
Date

PRESIDENT
Title

LOCAL BUSINESS PRICE PREFERENCE CERTIFICATION STATEMENT

The Business identified below certifies that it qualifies for the local business price preference classification as indicated herein, and further certifies and agrees that it will re-affirm its local preference classification annually no later than thirty (30) calendar days prior to the anniversary of the date of a contract awarded pursuant to this ITB. Violation of the foregoing provision may result in contract termination.

- (1) _____ is a **Class A** Business as defined in City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. A copy of the City of Fort Lauderdale current year Business Tax Receipt and a complete list of full-time employees and evidence of their addresses shall be provided within 10 calendar days of a formal request by the City.
Business Name
- (2) _____ is a **Class B** Business as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. A copy of the Business Tax Receipt or a complete list of full-time employees and evidence of their addresses shall be provided within 10 calendar days of a formal request by the City.
Business Name
- (3) _____ is a **Class C** Business as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. A copy of the Broward County Business Tax Receipt shall be provided within 10 calendar days of a formal request by the City.
Business Name
- (4) _____ requests a **Conditional Class A** classification as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. Written certification of intent shall be provided within 10 calendar days of a formal request by the City.
Business Name
- (5) _____ requests a **Conditional Class B** classification as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186. Written certification of intent shall be provided within 10 calendar days of a formal request by the City.
Business Name
- (6) Kelly Janitorial Systems Inc. is considered a **Class D** Business as defined in the City of Fort Lauderdale Ordinance No. C-17-26, Sec.2-186 and does not qualify for Local Preference consideration.
Business Name

BIDDER'S COMPANY: KELLY JANITORIAL SYSTEMS INC

AUTHORIZED COMPANY PERSON: ADRIANA TOVAR
NAME

SIGNATURE

01.23.2019
DATE

BID/PROPOSAL CERTIFICATION

Please Note: If responding to this solicitation through BidSync, the electronic version of the bid response will prevail, unless a paper version is clearly marked **by the bidder** in some manner to indicate that it will supplant the electronic version. All fields below must be completed. If the field does not apply to you, please note N/A in that field.

If you are a foreign corporation, you may be required to obtain a certificate of authority from the department of state, in accordance with Florida Statute §607.1501 (visit <http://www.dos.state.fl.us/>).

Company: (Legal Registration) KELLY JANITORIAL SYSTEMS, INC

EIN (Optional): 65-0779578

Address: 4805 NW 79 AV SUITE 05

City: DORAL

State: FL

Zip: 33166

Telephone No. 305-456-1864

FAX No. _____

Email: kelly@kellyjanitorial.com

Delivery: Calendar days after receipt of Purchase Order (section 1.02 of General Conditions): 10 days

Total Bid Discount (section 1.05 of General Conditions): \$ 123,872.00

Does your firm qualify for MBE or WBE status (section 1.09 of General Conditions): MBE _____ WBE _____

ADDENDUM ACKNOWLEDGEMENT - Proposer acknowledges that the following addenda have been received and are included in the proposal:

Addendum No.	Date Issued	Addendum No.	Date Issued	Addendum No.	Date Issued
<u>1</u>	<u>12.28.2018</u>	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

VARIANCES: If you take exception or have variances to any term, condition, specification, scope of service, or requirement in this competitive solicitation you must specify such exception or variance in the space provided below or reference in the space provided below all variances contained on other pages within your response. Additional pages may be attached if necessary. No exceptions or variances will be deemed to be part of the response submitted unless such is listed and contained in the space provided below. The City does not, by virtue of submitting a variance, necessarily accept any variances. If no statement is contained in the below space, it is hereby implied that your response is in full compliance with this competitive solicitation. If you do not have variances, simply mark N/A. **If submitting your response electronically through BIDS SYNC you must also click the "Take Exception" button.**

The below signatory hereby agrees to furnish the following article(s) or services at the price(s) and terms stated subject to all instructions, conditions, specifications addenda, legal advertisement, and conditions contained in the bid/proposal. I have read all attachments including the specifications and fully understand what is required. By submitting this signed proposal, I will accept a contract if approved by the City and such acceptance covers all terms, conditions, and specifications of this bid/proposal. The below signatory also hereby agrees, by virtue of submitting or attempting to submit a response, that in no event shall the City's liability for respondent's direct, indirect, incidental, consequential, special or exemplary damages, expenses, or lost profits arising out of this competitive solicitation process, including but not limited to public advertisement, bid conferences, site visits, evaluations, oral presentations, or award proceedings exceed the amount of Five Hundred Dollars (\$500.00). This limitation shall not apply to claims arising under any provision of indemnification or the City's protest ordinance contained in this competitive solicitation.

Submitted by:

ADRIANA TOVAR
Name (printed)


Signature

01.23.2018
Date:

President
Title



License and Permits

MICRO PRINT SIGNATURE LINE SHOWS UP UNDER MAGNIFICATION

2019009320

2018-2019
LOCAL BUSINESS TAX RECEIPT

CITY OF DORAL, FLORIDA
8401 Northwest 53rd Terrace
Doral, Florida 33166
(305) 593-6631

MACHINES:
SEATS:
STATE LIC. #:
EMPLOYEES:
LICENSE FEE:

3
\$60.00

213JAN JANITORIAL SERVICE

FOR THE PERIOD COMMENCING OCTOBER 1, 2018
AND ENDING SEPTEMBER 30, 2019 LICENSED TO
ENGAGE IN THE FOLLOWING BUSINESS:

KELLY JANITORIAL SYSTEMS INC

Business Name:

DBA:

4805 NW 79 AVE UNIT 5
DORAL, FL 33166

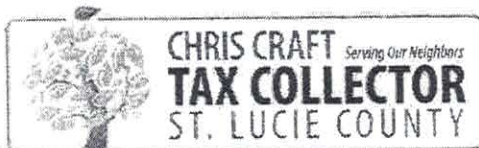
Address:

NO RETAIL SALES, NO CHEMICALS STORAGE, NO OUTSIDE
STORAGE OR DISPLAYS, DRY USE ONLY.

Conditions:

8401 NW 53rd Terrace, Doral, Florida 33166 • www.cityofdoral.com • 305-593-6631 • Fax 305-593-6616

ARTIFICIAL WATERMARK SCREENED ONTO BACK OF DOCUMENT



2018 - 2019

St. Lucie County Local Business Tax Receipt

Facilities or machines #	Rooms #	Seats #	Employees #7	Receipt #1023543
Type of business 7349 CLEANERS/JANITORIAL (Cleaning Service)				Expires SEPTEMBER 30, 2019
DBA name			Business Kelly Janitorial Systems Inc	
Mailing address: Kelly Janitorial Systems, Inc 4805 nw 79 av suite 05 Doral, Fl 33166			Business location: 2597 SW Calder Street Port Saint Lucie, Fl 34953	
RENEWAL		City of Pt St Lucie		
Original tax:	\$27.55		P97000078879	
Penalty:				
Collection cost:		Paid 07/11/2018 27.55	0025-20180711-024409	
Total:	\$27.55			

Law requires this Local Business Tax Receipt to be displayed conspicuously at the place of business in such a manner that it can be open to the view of the public and subject to inspection by all duly authorized officers of the county. Upon failure to do so, the local business taxpayer shall be subject to the payment of another Local Business Tax for the same business, profession or occupation.

Pursuant to Florida law, all Local Business Tax Receipts shall be sold by the Tax Collector beginning July 1 of each year and shall expire on September 30 of the succeeding year. Those Local Business Tax Receipts renewed beginning October 1 shall be delinquent and subject to a delinquency penalty of 10 percent for the month of October. An additional 5 percent penalty for each month of delinquency is added until paid, provided that the total delinquency penalty shall not exceed 25 percent of the Local Business Tax for the delinquent establishment.

In addition to the penalty, the Tax Collector is entitled to a collection fee of \$1 to \$5. This fee is based on the amount of Local Business Tax, which will be collected from delinquent taxpayers after September 30 of the business year.

This receipt is a Local Business Tax only. It does not permit the local business taxpayer to violate any existing regulatory or zoning laws of the state, county or city. It also does not exempt the local business taxpayer from any other taxes, licenses or permits that may be required by law.

Pursuant to Florida law, Local Business Taxes are subject to change.

Kelly Janitorial Systems, Inc
4805 nw 79 av
suite 05
Doral, Fl 33166

006439

Local Business Tax Receipt

Miami-Dade County, State of Florida

-THIS IS NOT A BILL - DO NOT PAY

7236968

BUSINESS NAME/LOCATION

KELLY JANITORIAL SYSTEMS INC
4805 NW 79TH AVE 5
DORAL FL 33166

RECEIPT NO.

**RENEWAL
7522992**

EXPIRES

SEPTEMBER 30, 2019

Must be displayed at place of business
Pursuant to County Code
Chapter 8A - Art. 9 & 10

OWNER

KELLY JANITORIAL SYSTEMS INC
C/O RUBEN OROPEZA PRES

Employee(s) 8

SEC. TYPE OF BUSINESS
213 SERVICE BUSINESS

**PAYMENT RECEIVED
BY TAX COLLECTOR**

\$45.00 07/23/2018
ECHECK-18-203796

This Local Business Tax Receipt only confirms payment of the Local Business Tax. The Receipt is not a license, permit, or a certification of the holder's qualifications, to do business. Holder must comply with any governmental or nongovernmental regulatory laws and requirements which apply to the business.

The RECEIPT NO. above must be displayed on all commercial vehicles - Miami-Dade Code Sec 8a-276.

For more information, visit www.miamidade.gov/taxcollector

CITY OF DORAL CERTIFICATE OF USE

10/31/2017

2018010082

KELLY JANITORIAL SYSTEMS INC

JANITORIAL SERVICES

4805 NW 79 AVE UNIT 5
DORAL, FL 33166

THE BUILDING ERECTED AND/OR ALTERED UPON THE ABOVE PREMISES HAS BEEN COMPLETED IN ACCORDANCE WITH ZONING AND CODE REQUIREMENTS AND WITH PLANS AND/OR SPECIFICATIONS SUBMITTED TO THE CITY OF DORAL COMMUNITY DEVELOPMENT DEPARTMENT. THIS CERTIFICATE IS ISSUED TO THE ABOVE NAMED APPLICANT FOR THE ABOVE NAMED LOCATION ONLY UPON THE EXPRESS CONDITION THAT THE APPLICANT WILL ABIDE BY AND COMPLY WITH ALL APPLICABLE ORDINANCES AND/OR BUILDING CODES PERTAINING TO THE ERECTION, CONTRUCTION, ALTERATION, REMODELING, OR USE OF BUILDINGS OR STRUCTURES.

Square Footage: 625

No. of Seats/Rooms: 0 / 0

RESTRICTIONS:

NO RETAIL SALES, NO CHEMICALS
STORAGE, NO OUTSIDE STORAGE OR
DISPLAYS, DRY USE ONLY.



Julian H. Perez, AICP, CFM
Planning and Zoning Department Director

CDPR3020CU

PLANNING AND ZONING DEPARTMENT



Insurance Certificates



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
1/9/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Commercial Lines - (813) 639-3000 USI Insurance Services LLC 2502 N. Rocky Point Drive, Suite 400 Tampa, FL 33607	CONTACT NAME: Certificate Department PHONE (A/C, No, Ext): 813-639-3000 FAX (A/C, No): E-MAIL ADDRESS: certificaterequest@alphastaff.com INSURER(S) AFFORDING COVERAGE <table style="width: 100%;"> <tr> <td style="width: 80%;">INSURER A: Wesco Insurance Company</td> <td style="width: 20%; text-align: center;">25011</td> </tr> <tr> <td>INSURER B: Technology Insurance Company</td> <td style="text-align: center;">42376</td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>	INSURER A: Wesco Insurance Company	25011	INSURER B: Technology Insurance Company	42376	INSURER C:		INSURER D:		INSURER E:		INSURER F:	
INSURER A: Wesco Insurance Company	25011												
INSURER B: Technology Insurance Company	42376												
INSURER C:													
INSURER D:													
INSURER E:													
INSURER F:													
INSURED AlphaStaff Group Inc Labor Contractor for leased workers to: Kelly Janitorial Systems, Inc. #440694 800 Corporate Drive Suite 600 Fort Lauderdale FL 33334													

COVERAGES **CERTIFICATE NUMBER:** 13818120 **REVISION NUMBER:** See below

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> N N/A	VWC3361031 (FL) TWC3724762 (AOS)	7/1/2018 7/1/2018	7/1/2019 7/1/2019	X PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

City of Fort Lauderdale Procurement Services Division 100 N. Andrews Avenue Fort Lauderdale, FL 33301	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

01/09/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Sardy's Group Corporation 10126 W. Flagler St. Miami, FL 33174	CONTACT NAME: Raul Sardina, CIC	FAX (A/C, No): (305) 485-0633	
	PHONE (A/C, No, Ext): (305) 485-0116	E-MAIL ADDRESS: sardy@bellsouth.net	
INSURED Kelly Janitorial Systems, Inc. 8200 Nw 52nd Ter Ste 103 Doral FL 33166	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Wesco Insurance Co.		
	INSURER B: Progressive Express Ins Company		
	INSURER C: Old Republic Surety Co.		40444
	INSURER D:		
	INSURER E:		
INSURER F:			

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		WPP1502767 02	10/23/2018	10/23/2019	EACH OCCURRENCE \$ 1,000,000.00 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000.00 MED EXP (Any one person) \$ 10,000.00 PERSONAL & ADV INJURY \$ 1,000,000.00 GENERAL AGGREGATE \$ 2,000,000.00 PRODUCTS - COMP/OP AGG \$ 2,000,000.00 \$
	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS		06239066-1	06/22/2018	06/22/2019	COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ 25,000.00 BODILY INJURY (Per accident) \$ 50,000.00 PROPERTY DAMAGE (Per accident) \$ 25,000.00 PIP \$ 10,000.00
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$	<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE				EACH OCCURRENCE \$ AGGREGATE \$ \$
	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y / N <input type="checkbox"/> N / A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
C	Kelly Janitorial Dishonesty Bond		W150193671	05/16/2018	05/16/2019	Bond Amount \$10,000.00

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Janitorial Service-Location: 4805 NW 79th Ave. Suite 05, Doral, FL 33166

2013 Ford Transit Connect NM0LS7AN0DT158740

2017 Ford T-250 Transit V 1FTYR2CM6HKA44748

CERTIFICATE HOLDER**CANCELLATION**

City of Fort Lauderdale
Procurement Services Division
100 N. Andrews Avenue
Fort Lauderdale FL 33301

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Scope Services



Scope of Services for City of Fort Lauderdale, Parks

SCOPE OF SERVICEES

Parks

**Days per Week Service –
7 days a Week**

	MON	TUE	WED	THUR	FRI	SAT	SUN
Restroom Cleaning							
Empty all trash receptacles and replace plastic bag liners.	X	X	X	X	X	X	X
Sweep and mop all flooring with a disinfectant cleaner and rinse flooring; pre-spot cleans any dirt or stains with appropriate cleaners and solvents as needed to maintain an acceptable appearance.	X	X	X	X	X	X	X
Replenish hand towels, toilet tissue, and soap dispensers. There shall be a minimum of two rolls of toilet tissue in each stall at all times.	X	X	X	X	X	X	X
Clean all mirrors with an appropriate mirror cleaner.	X	X	X	X	X	X	X
Clean and disinfect all basins, sinks and counter tops.	X	X	X	X	X	X	X
Clean inside and outside of all toilets and urinals with a disinfectant.	X	X	X	X	X	X	X
Clean and remove any debris, fecal matter, trash, cigarette residue, gum, food, dirt, as well as graffiti from the inside of restrooms and it's interior walls, partitions, floors, sinks and toilets.	X	X	X	X	X	X	X
Report graffiti on exterior surfaces.	X	X	X	X	X	X	X
Check all toilets, urinals, sinks, hand dryers, light fixtures, and soap dispensers to make sure they are operational; report inoperative equipment to the Contract Administrator.	X	X	X	X	X	X	X
Replace all urinal blocks ensuring plastic wrappers are completely removed; urinal blocks must be placed in plastic screen holders.	X	X	X	X	X	X	X
Restrooms with floor drains shall have a disinfectant and deodorizer poured into drains. Bleach shall not be used.	X	X	X	X	X	X	X
Clean all interior glass, windows, window frames,					X		

4805 NW 79 AV Suite 05 Doral, FL 33166
Phone: 305.456.1864
Fax: 786.953.7836
www.kellyjanitorial.com



and sills with a window cleaner.							
Clean all non-glass doors and door frames.			X				
Wipe down all shelving with a damp cloth.			X				
Clean and disinfect all showers (if applicable).			x				
Clean all locker tops (if applicable).			X				
Clean all walls; clean tile walls with a non-toxic tile cleaner.					X		
Clean all chrome, stainless steel or metal railings, fixtures and metallic wall panels with a stainless-steel cleaner/polish.					X		
Clean all blinds, window treatments, wall plates, window and door hardware.					X		



**Scope of Services for
City of Fort Lauderdale, Parks**

SCOPE OF SERVICES
<i>Parks City of Fort Lauderdale</i>
<i>Montly Services</i>

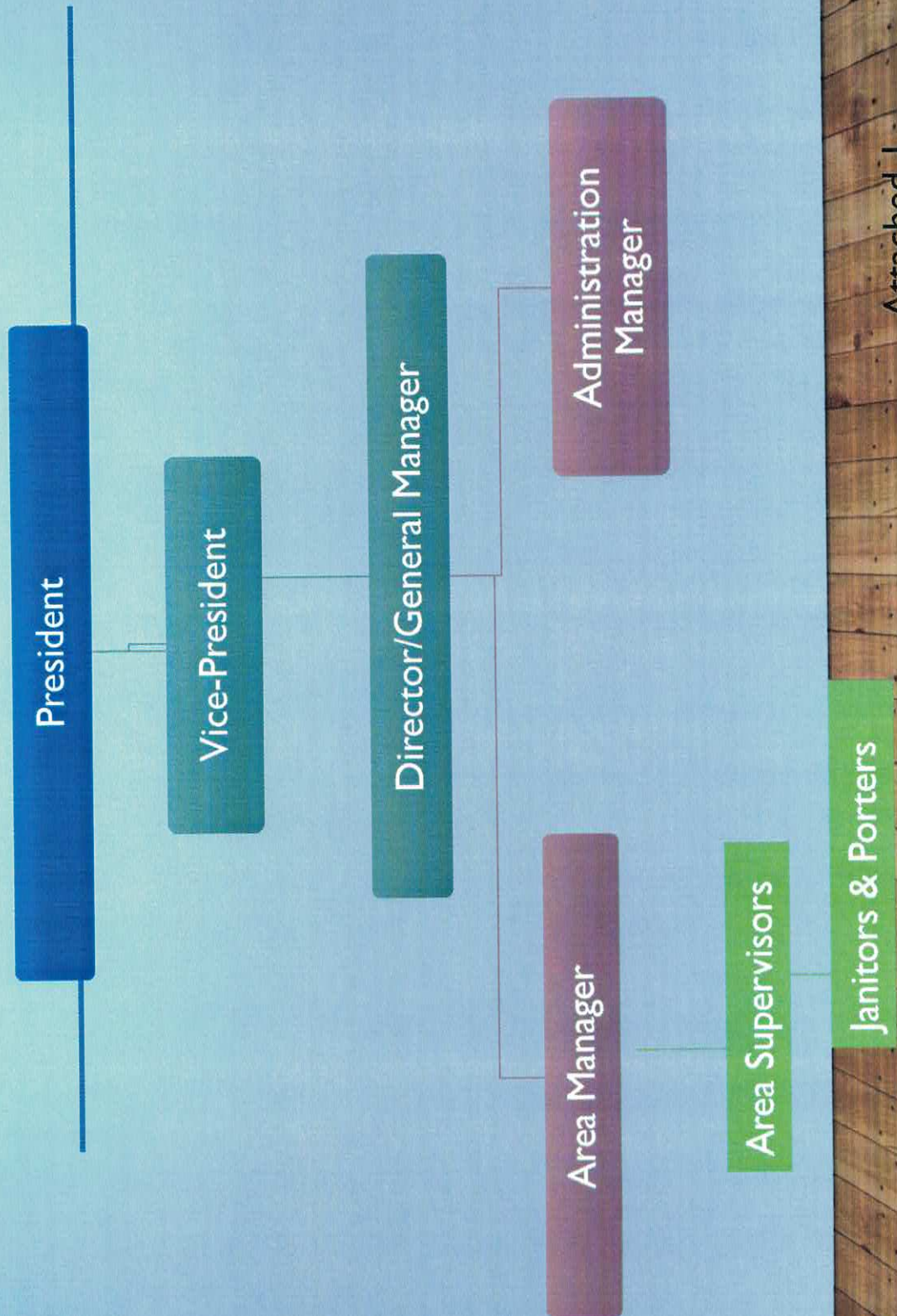
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Dust and clean all exhausts, air conditioning registers and air return vents.	X	X	X	X	X	X	X	X	X	X	X	X
Remove any/all cobwebs.	X	X	X	X	X	X	X	X	X	X	X	X
Clean baseboards.	X	X	X	X	X	X	X	X	X	X	X	X
Clean tile floor grout.	X	X	X	X	X	X	X	X	X	X	X	X
Clean trash receptacles.	X	X	X	X	X	X	X	X	X	X	X	X
Open and clean ceiling fixtures	X	X	X	X	X	X	X	X	X	X	X	X

4805 NW 79 AV Suite 05 Doral, FL 33166
 Phone: 305.456.1864
 Fax: 786.953.7836
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Organization Chart

KELLY JANITORIAL SYSTEMS INC ORGANIZATION CHART / LINE OF AUTHORITY



Attached I

Project Chart:

Janitorial Services City of Fort Lauderdale, Parks

Project Manager

Day Supervisor

Team Leader

Staff Janitorial

Night Supervisor

Team Leader

Staff Janitorial

Special Team
Floors
Maintenance
&
Windows /
Emergency

Project Chart: City of Fort Lauderdale, Parks

Project Manager

Supervisor

Staff (4)

Special Team
Floors Maintenance &
Windows / Emergency



Addendums



ADDENDUM NO. 1

RFP No. 12224-595
TITLE: Janitorial Services, Parks

ISSUED: January 14, 2019

This addendum is being issued to make the following change(s):

1. Section VI – Cost Proposal Page, Line Items 12 and 20 have been corrected. Bidder must use the Revised Section VI included with this addendum.
2. The end date has been changed to Wednesday, January 23, 2019.

All other terms, conditions, and specifications remain unchanged.

AnnDebra Diaz, CPPB
Procurement Administrator

Company Name: _____

Kelly Janitorial Systems Inc.,
(please print)

Bidder's Signature: _____

[Signature]

Date: _____

01/23/2019

SECTION VI - COST PROPOSAL PAGE - REVISED

Proposer agrees to supply the products and services at the prices bid below in accordance with the terms, conditions and specifications contained in this RFP.

Cost to the City: Contractor shall quote firm, fixed, costs for all services identified in this request for proposal. These firm fixed costs for the project include any costs for travel and miscellaneous expenses. No other costs will be accepted.

Page 1 of 2

	LOCATIONS	DESCRIPTION	OPERATING HOURS	SERVICES PER YEAR	PRICE PER SERVICE (svc)	TOTAL ANNUAL COST PER LOCATION
1.	Bayview Park 4401 Bayview Dr. Located at northside of park. (Estimated Square Footage – 455 sqft.)	One Men and Women restroom. 1 Service per Day - Must be cleaned by 12-noon daily.	7AM to 8PM	365 SVC	\$_____/svc	\$_____
2.	Floranada Park Located at 5100 NE 14 Way, on north side of the school by baseball fields third base. (Estimated Square Footage – 88 sqft.)	One Men and Women restroom. 1 Service per Day – Must be cleaned by 12-noon daily.	7AM to 8PM	365 SVC	\$_____/svc	\$_____
3.	George English Park Located at 1101 Bayview Dr. (Estimated Square Footage – 600 sqft.)	One Men and Women restroom. 1 Service per Day – Must be cleaned by 12-noon daily.	7AM to 8PM	365 SVC	\$_____/svc	\$_____
4.	George English Park Administrative Office Located at 1101 Bayview Dr. (Estimated Square Footage – 200 sqft.)	One unisex restroom with shower. 1 Service per Week– Must be cleaned once per week, by 12-noon.	7AM to 4PM	52 SVC	\$_____/svc	\$_____
5.	Holiday Park multi-fields Located at 800 North Federal Highway. Located very close to Park Rangers office. (Estimated Square Footage – 660 sqft.)	One Men and Women restroom. 2 Services per Day - Must be cleaned 2 times a day. One cleaning by 9-am and the other must be 4 hours after first cleaning.	7AM to 8PM	730 SVC	\$_____/svc	\$_____
6.	Holiday Park Baseball fields, Located at most northern end of park, by NE 12 Way. (Estimated Square Footage – 744 sqft.)	One Men and Women restroom. 1 Service per Day – Must be cleaned by 12-noon daily.	7AM to 8PM	365 SVC	\$_____/svc	\$_____
7.	Holiday Park Jimmy Evert Tennis Center. Located at 800 North Federal Highway. (Estimated Square Footage – 648 sqft.)	One Men and Women restroom with showers. 1 Service per Day – Must be cleaned by 12-noon daily.	7AM to 4PM	365 SVC	\$_____/svc	\$_____
8.	Floyd Hull Stadium – inside the Park at the corner of SW 8th Avenue & SW 28 Street	One Men and One Women restrooms (in the new concessions)	7AM to 6PM	365 SVC	\$_____/svc	\$_____

	(Estimated Square Footage – 288 sqft.)	1 Service per Day – Must be cleaned before 12-noon daily.				
9.	Floyd Hull Stadium Across from Morton Center – Outfield area (Estimated Square Footage – 260 sqft.)	One Men and Women restroom (Madera-Tyrell Building) 1 Service per Day – Must be cleaned by 12-noon daily.	7AM to 6PM	365 SVC	\$ _____/svc	\$ _____
10.	Dottie Mancini Park. Located at 6400 NE 22 Ave. (Estimated Square Footage – 52 sqft.)	One unisex restroom. 1 Service per Day – Must be cleaned by 12-noon daily.	7AM to 8PM	365 SVC	\$ _____/svc	\$ _____
11.	Sunset Park. Located at 3775 SW 16 St., beside the school (Estimated Square Footage – 120 sqft.)	One Men and Women restroom. 1 Service per Day – Must be cleaned by 12-noon daily.	7AM to 8PM	365 SVC	\$ _____/svc	\$ _____
12.	Parks Yard Restroom. Located at 220 SW 14 Ave., by the Foremen and Supervisors offices. (Estimated Square Footage – 314 sqft.)	Unisex bathroom and hallway with shower. Also, cleaning of the ladies restroom (3 sinks and 3 toilets and one utility sink) at the front of the building. 2 Services per Week (Monday and Thursday), by 12-noon.	7AM to 3PM	52-SVC Corrected to: 104 SVC	\$ _____/svc	\$ _____
13.	Las Olas Esplanade at Riverwalk. Located directly across from the IMAX complex. (Estimated Square Footage – 1737 sqft.)	One Men and Women restroom. 1 Service per Day – Must be cleaned by 12-noon daily.	7AM to 8PM	365 SVC	\$ _____/svc	\$ _____
14.	Riverland Park Located at 4000 Riverland Rd., on the north side of the park. (Estimated Square Footage – 120 sqft.)	One Men and Women restroom. 1 Service per Day – Must be cleaned by 12-noon daily.	7AM to 8PM	365 SVC	\$ _____/svc	\$ _____
15.	Mills Pond Baseball Restrooms 2201 NW 9 Ave. (by concession stand) Gated park entrance. (Estimated Square Footage – 184 sqft.)	One Men and Women restroom. 1 Service per Day – Must be cleaned by 12-noon daily.	7AM to 6PM	365 SVC	\$ _____/svc	\$ _____
16.	Mills Pond at the Multi-fields. Location is at southern end of park. Gated park entrance. (Estimated Square Footage – 668 sqft.)	One Men and Women restroom. 1 Service per Day – Must be cleaned by 12-noon daily.	7AM to 6PM	365 SVC	\$ _____/svc	\$ _____

17.	Mills Pond Maintenance Located at: 2201 NW 9 Ave (Estimated Square Footage – 42 sqft.)	One unisex restroom – 1 Service per day	8AM to 4PM	365 SVC	\$ _____/svc	\$ _____
18.	Palm Aire Park Located at 3354 NW 63 St. (Estimated Square Footage – 636 sqft.)	One Men and Women restroom. 1 Service per Day – Must be cleaned by 12-noon daily.	8AM to 4PM	365 SVC	\$ _____/svc	\$ _____
19.	South Beach Restrooms Located at the beach at A1A and Harbor Drive, across from Bahia Mar Hotel and Marina (Estimated Square Footage – 1290 sqft.)	One Men and Women restroom. <u>Monday through Friday:</u> Must be cleaned three (3) times a day at 7 am, 12 noon, and 4 pm. <u>Weekends:</u> must be cleaned six (6) times a day at 6 am, 9 am, 12 noon, 3 pm, 5 pm, 7 pm.	6AM to 8PM	1404 SVC	\$ _____/svc	\$ _____
20.	Fort Lauderdale Stadium Located at 1301 NW 55 Street (Estimated Square Footage – 260 sqft.)	Men and Women Restroom used for Soccer behind the left field bleachers, Main Men and Women Bathrooms located behind the food court area and Men and Women restrooms located behind the outfield bleachers. 3 cleanings per week - MWF	8AM to 9PM	168 SVC Corrected to: 156 SVC	\$ _____/svc	\$ _____
21.	Cooley's Landing Restrooms – 420 SW 7 Ave (Estimated Square Footage – 612 sqft.)	One Men and Women restroom. 1 Service per Day –	6AM to 7PM	365 SVC	\$ _____/svc	\$ _____
22.	Hardy Park Located at 25 SW 9 Street (Estimated Square Footage – 600 sqft.)	One Men and Women restroom. 1 Service per Day –	8AM to 9PM	365 SVC	\$ _____/svc	\$ _____
23.	Morton Activity Center Located at 2890 SW 8 Ave (Estimated Square Footage – 400 sqft.)	One Men and One Women Restroom – 1 Service per Day	8AM to 5PM	365 SVC	\$ _____/svc	\$ _____
24.	15th Street Boat Basin/Cox Landing Located at: 1784 SE 15 Street (Estimated Square Footage – 288 sqft.)	Need a daily cleaning of all the picnic tables under the pavilion by the restroom room. They will also need to wash the floor washed down daily and empty the 2 garbage can on eastside of the pavilion. .This structure is	8AM to 5PM	365 SVC	\$ _____/svc	\$ _____

		<p>25'x16'.</p> <p>The bathroom structure is 20'x 15 and the mens and ladies bathroom both have one toilet and one sink in each room. The soap, toilet paper and paper towel dispensers need to be filled daily and the baby changing tables need to be cleaned daily. The garbage cans in each bathroom also need to be emptied daily. Clean 2 drinking fountains.</p> <p>The walls and floor and light fixtures need to fall under the same cleaning schedule as the other bathrooms.</p> <p>The fish cleaning table also needs to be cleaned daily with the right chemicals and no abrasive material should be used on it. Please report any damage or functioning issues. The floor also needs to be cleaned daily and lighting and walls should be cleaned on the same schedule as stated in contract. The garbage can will need to be cleaned daily as well.</p> <p>This whole facility needs to be cleaned daily before 12 noon.</p>				
25.	<p>Mangurian Park Located at: 3850 N Federal Hwy (Estimated Square Footage – 288 sqft.)</p>	<p>One Men and One Women Restroom (1 service per day)</p>	8AM to 9PM	365 SVC	\$_____/svc	\$_____

26.	Osswald Park Located at: 2220 NW 21 Ave (Estimated Square Footage – 630 sqft.)	One Men and One Woman Restroom – 1 cleaning per day	8AM to 9PM	365 SVC	\$_____/svc	\$_____

(All cleaning schedules as outlined in Contract are subject to change by City)

TOTAL ANNUAL COST \$_____

Special Events:

In addition, the City of Fort Lauderdale occasionally hosts special events which require a restroom monitor be present to ensure the restroom facilities are kept clean during City sponsored special events. Please indicate your cost for a restroom monitor below. This shall be a flat rate, regardless of nights/weekends/holidays.

\$_____ per hour



Others

KELLY JANITORIAL SYSTEMS INC.
PERFORMANCE IMPROVEMENT

