

JANITORIAL SERVICES – PROPOSAL FORM

Date: September 22, 2011
2:00 p.m. Local Time

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

Mailing Address:
Shelby County Commission
Post Office Box 467
Columbiana, AL 35051

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

Janitorial Services
Shelby County, Alabama

Including Addenda _____

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

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 I understand that the Owner reserves the right to reject this Bid, but that this Bid shall remain open and not be withdrawn for a period of sixty (60) days from the date prescribed for its receiving.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within sixty (60) days after the date set for the receiving of this Bid, or at any other time thereafter before it is withdrawn, the undersigned shall execute and deliver the Contract Documents to the Owner in accordance with this Bid as accepted, and will also furnish and deliver to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

Manpower Plan

Area	Buildings Included	Staffing Anticipated per Area		Hours Anticipated per Area	
		# of Supervisors	# of Workers	Supervisor Hours	Worker Hours
1.	Courthouse Complex includes Courthouse and Courthouse Annex, IT Bldg., Butch Ellis Bldg., Administration Bldg., License Office				
2.	Columbiana includes Ray Bldg., Sheriff's Training Center, Agri-Center, Historic Society, Landfill, Juvenile Detention, Facilities Office & Warehouse				
3.	Pelham includes County Services, Estes Sr. Center, Sheriff's North Substation Bldg., and Inverness Tag & License Office				
4.	Westover Water Authority				
5.	American Village				

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Courthouse Employee: _____

Courthouse Employee: _____

Courthouse Employee: _____

Courthouse Employee: _____

Courthouse Employee: _____

Courthouse Employee: _____

If more employees need to be listed, please add at the bottom of page.

The required Bid Bond is attached to this Bid.

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

NAME OF COMPANY:

Signature:

Address:

Telephone:

Facsimile:

Bid Bond:

Sworn to and Subscribed before me

This the _____ day of _____, 2009.

Notary Public

My Commission Expires _____

JANITORIAL SERVICES – PROPOSAL FORM

Building Name	Location	Frequency Cleaned	Bid Per Month By Building
Shelby County Courthouse, Includes Courthouse Annex	100 N. Main Street - Columbiana	5 days / week	\$
Community Services Bldg. (Butch Ellis Bldg.)	100 W. College Street - Columbiana	5 days / week	\$
County Administration Bldg.	200 W. College Street - Columbiana	5 days / week	\$
IT Building	102 Depot Street - Columbiana	5 days / week	\$
Shelby County License Office	104 Depot Street - Columbiana	5 days / week	\$
Ray Building	504 Highway 70 - Columbiana	5 days / week	\$
John E. Jones Agri-Center	54 Kelly Lane – Columbiana	5 days / week	\$
Facilities Offices / Warehouse	280 McDow Drive - Columbiana	5 days / week	\$
Regional Juvenile Detention Only front lobby, front office space and restrooms, no secure or closed areas	222 McDow Drive - Columbiana	5 days / week	\$
County Services Building	1123 County Services Drive - Pelham	5 days / week	\$
Inverness Tag & License Office	310 Inverness Corners – Hoover	5 days / week	\$
Mary Ellen Estes Community Center no kitchen or concessions areas	5452 Cahaba Valley Road – Birmingham	5 days / week	\$
Westover Water Authority Billed separately to Shelby Co. Water Dept.	19027 US Highway 280 - Westover	5 days / week	\$
Historical Society	1854 Old Courthouse - Columbiana	3 days / week	\$
Landfill Scale House Billed separately to Shelby Co. Water Dept.	4154 Highway 70 - Columbiana	3 days / week	\$
Sheriff's Training Center	543 McDow Drive - Columbiana	3 days / week	\$
Sheriff's North Substation no interior offices	5458 Cahaba Valley Road - Birmingham	3 days / week	\$
Total Bid Per Month			\$
Alternate #1			
Shelby County Airport Terminal	265 Weathervane Road – Calera	Strip and wax floors / quarterly	\$

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Building Name	Location	Frequency Cleaned	Bid Per Month By Building
Alternate #2 – Per Specifications for American Village			
American Village	3727 Highway 119 Montevallo	Visitor Center	\$
American Village	3727 Highway 119 Montevallo	Ballroom	\$
American Village	3727 Highway 119 Montevallo	Courthouse	\$
American Village	3727 Highway 119 Montevallo	Washington Hall	\$
American Village	3727 Highway 119 Montevallo	Meeting House	\$
American Village	3727 Highway 119 Montevallo	Oval Office	\$
American Village	3727 Highway 119 Montevallo	Administration Building	\$
American Village	3727 Highway 119 Montevallo	Two Outside Restrooms	\$
American Village	3727 Highway 119 Montevallo	Randal Mini Museum	\$
American Village	3727 Highway 119 Montevallo	Annex	\$
American Village	3727 Highway 119 Montevallo	Chapel	\$
American Village	3727 Highway 119 Montevallo	Barn	\$
American Village	3727 Highway 119 Montevallo	Orientation House	\$
American Village	3727 Highway 119 Montevallo	President's House	\$
American Village	3727 Highway 119 Montevallo	Carriage House	\$