

City of Buffalo



329 Dodge Street Buffalo IA 52728

(563) 381-2226

Date 08/08/2019

**REQUEST FOR PROPOSALS (RFP)
BAC Cleaning**

The City of Buffalo will receive proposals for cleaning of the BAC. Attached is information relating to minimum specifications of services, data to be included in the proposal, evaluation criteria, and selected information.

Sealed proposals will be accepted until 4:00 p.m., April 7, 2025, at the City Hall in Buffalo, Iowa. If mailed, the proposals should be mailed to:

City of Buffalo

P.O. Box 557

Buffalo, Iowa 52728-0557

Those submitting sealed proposals should indicate on the outside of the envelope in the lower left-hand corner that it is a sealed proposal for the RFP BAC cleaning and the name of the Company submitting the proposal.

The contract for services will be opened and awarded on April 14, 2025 at the Council Meeting 6:00pm City Hall Council Chambers.

Further information may be obtained from Judy Blessing, Deputy City Clerk at 563-381-2226 or email buffaloasstclerk@mchsi.com

Please provide estimates:

- 1) 1 day a week cleaning

I. SPECIFIC REQUIREMENTS

1. Definitions.

(a) 4 restrooms (by city hall, in gym, by Food Pantry, by Library)

1. Clean toilets, sinks, urinals, mirrors, fixtures, partitions and walls
2. Empty trash
3. Stock toilet paper, paper towels, hand soap
4. Mop floors

(b) City Hall

1. Empty trash
2. Vacuum

(c) Building

3. Vacuum hallways
4. Mop gym entrance and east side hallway
5. Wipe down window ledges and display area

(d) Gym

6. Clean the counters, stove top, microwave, and sink in the kitchen.

2. Indemnification. The CONTRACTOR hereby agrees to indemnify and protect the CITY OF BUFFALO from all suits, claims, and actions brought against it, and all costs or damages, which the CITY OF BUFFALO may be put to by reason on injury, to the person or property of another in the execution of this contract, or the performance of said work, and to this end the CONTRACTOR agrees at all times hereunder to keep itself insured against liability in the following amounts:

1. Workmen's Compensation as required by statute;
2. Public Liability and Property Damage:
 - \$500,000 Each combined single incident
 - \$250,000 Motor Vehicle Bodily Injury per person
 - \$500,000 Each accident
 - \$1,000,000 Property damage
 - \$1,000,000 Excess, Blanket Basis, Liability Umbrella

Prior to cleaning, the CONTRACTOR shall name the CITY as a co-insured and file with the CITY Clerk certificates of insurance evidencing such coverage. Such certificates, or their replacements, shall be continuously on file with the CITY during the full term of this contract.