



CITY OF GAHANNA

County of Franklin
State of Ohio

Contract Documents

And

Specifications

For

JANITORIAL SERVICES FOR MUNICIPAL BUILDINGS

Proposal Submitted By: DOVE BUILDING SERVICES INC

Street Address: 1691 CLEVELAND AVE

City, State, Zip: COLUMBUS, OH 43211

Telephone #: 614-299-4700

Bid Opening Date: November 14, 2014 @ 11:00a.m.

Dottie Franey
Director of Public Service

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DISCLAIMER: All bid documents must be completed and submitted at the time of the bid opening. This includes the following: Statement of Qualifications, Subcontractors List, Affidavit, Affidavit ORC 5719.042, Noncollusion Affidavit, Escrow Waiver, Bid Guaranty and Contract Bond, Proposal and Bid Tab. If a paper copy of the Bid Tab is not included within the sealed bid package, the city reserves the right to reject the bid. The Contract is only to be filled out *after* project is awarded.

NOTICE TO BIDDERS

Sealed proposals for **JANITORIAL SERVICES FOR MUNICIPAL BUILDINGS** will be **received at the office of the Director of Public Service** of Gahanna, County of Franklin, State of Ohio, 200 South Hamilton Road, until 11:00AM on:

November 14, 2014

and at that time and place will be publicly opened and read aloud. All bids shall be considered valid until 60 days after the opening date, although not accepted or rejected.

The work for which proposals are invited consists of janitorial services at four (4) municipal buildings comprising approximately 54,320 square feet. A mandatory guided tour of the facilities will be given on November 7, 2014 at 10:00 am by the Facilities Maintenance Coordinator. Bidders are to meet in the lobby of the City of Gahanna City Hall, 200 S Hamilton Rd, Gahanna, OH 43230. No other tours will be given. Bids from those absent at the tour will not be considered.

Copies of the contract documents, specifications, proposal, bid guaranty and contract bond, are on file as of **October 23, 2014 after 9:00 AM** in the office of the Director of Public Service in the Municipal Building, 200 South Hamilton Road Gahanna, Ohio, where they are available for inspection and/or may be obtained by prospective bidders upon payment of **\$25.00** per set, which amount will not be refunded.

All bids must be accompanied by a bid guaranty payable to the City of Gahanna. The recommended form is a bond for the full amount of the bid as prescribed by Section 153.571 of the Ohio Revised Code. The bid is defined as the total annual cost of the services to be provided each year under the agreement. Bid guaranty issued in bond form must use the Bid Guaranty and Contract Bond form included in the bid book and must be issued by a surety company or corporation licensed in the state of Ohio.

Other acceptable forms of bid guaranty include a certified check, cashier's check or letter of credit of which must be equal to ten percent (10%) of the bid plus all add alternates. Certified or cashier's checks of unsuccessful bidders will be held by the City for 60 days after the bid opening.

If the bid is accepted, a satisfactory Payment and Performance Bond must be furnished, conditioned according to law in the amount of one hundred percent (100%) of the bid amount, within ten (10) days after the date of the bid opening. Sureties on all bonds must be satisfactory to the City.

All proposals shall be made on the standard bidding blanks, furnished by the City of Gahanna and shall be enclosed in sealed envelopes, addressed to the Director of Public Service, City of Gahanna, Ohio, and clearly marked: **"JANITORIAL SERVICES FOR MUNICIPAL BUILDINGS"**.

The bidder will be required to state in full detail his/her experience in this class of work under the statement of qualifications. Bids from contractors inexperienced in this particular class of work will not be considered.

The term of this contract shall be for three years with the provision for two separate extensions of one year each.

Each bidder must insure that all employees and applicants for employment are not discriminated against because of race, color, religion, sex, or national origin.

The City of Gahanna, Ohio, reserves the right to reject any and all bids, including any bids, which in the opinion of the Director of Public Service, show evidence of unbalanced prices, and also to waive technical defects as the interest of the City may require.

Dottie Franey
Director of Public Service

Publish: October 23, 2014
October 30, 2014

INFORMATION FOR BIDDERS

INTERPRETATION OF CONTRACT DOCUMENTS. If any person, firm or corporation contemplating the submission of a bid for the proposed contract is in doubt as to the true meaning of any part of the contract documents, they may submit a written request for an interpretation thereof to the Service Department a minimum of five (5) business days prior to the bid opening date. The person, firm or corporation submitting the request will be responsible for its prompt delivery.

Any interpretation of the contract documents will be made only by addendum or clarification duly issued by the Service Department. Addenda and clarifications will be sent to each person, firm or corporation that has obtained the bid package from the City or asked to be added to the plan holders list. Any addenda will be issued a minimum of 72 hours prior to the bid opening date and time. The Service Department will not be responsible for any other explanations of the contract documents made prior to the receipt of bids.

BID TAB. The standard forms contained in the contract documents shall be used by all bidders when submitting bids. The blank spaces in the bid tab shall be properly filled in. No additional or qualifying clauses shall be written in. Unit prices shall govern in the case of a discrepancy. Mathematical errors will be subject to correction.

RECEIPT AND OPENING OF BIDS. Bids will be received by the City of Gahanna, Ohio at the office of the Director of Public Service, 200 South Hamilton Road, Gahanna, Ohio 43230 until the date and time listed on the notice to bidders and will be publicly opened and read aloud at that time, all in accordance with the contract documents and any addenda thereto.

Bids must be submitted in a sealed envelope, addressed to the Director of Public Service, 200 South Hamilton Road, Gahanna, Ohio 43230. Each sealed envelope containing a bid should be plainly marked 'bid' on the outside along with the name of the stated project. The envelope should bear on the outside the name of the bidder and the bidder's address. If forwarded by mail, the sealed envelope containing the bid should be enclosed in another envelope addressed to the Director of Public Service, 200 South Hamilton Road, Gahanna, Ohio 43230.

It is the sole responsibility of the bidder to see that their bid is received in the proper time. All bids shall be considered valid until sixty (60) days after the opening date.

AWARD OF CONTRACT. The contract shall be awarded to the lowest and best bidder within sixty (60) days after the date on which the bids are opened. In determining the lowest and best bid, the following elements will be considered: whether the bidder involved (a) maintains a permanent place of business; (b) has adequate equipment to do the work properly and expeditiously; (c) has a suitable financial status to meet obligations incident to the work; (d) has appropriate technical experience. The city reserves the right to accept or reject any or all portions of the bid proposal.

WORKERS' COMPENSATION INSURANCE. The contractor shall take out and maintain during the life of this contract, adequate workers' compensation insurance for all his employees

employed at the site of the project, and in case any work is sublet, the contractor shall require the subcontractor similarly to provide workers' compensation insurance for the latter's employees. In case any class of employees engaged in hazardous work under the contract at the site of the project is not protected under the workers' compensation statute, the contractor shall provide and shall cause each subcontractor to provide suitable insurance for the protection of his employees not otherwise protected.

In order to comply with the above requirements the contractor shall furnish and attach to each executed copy of the contract, a workers' compensation certificate signed by the Ohio Industrial Commission, showing that the contractor has paid his industrial insurance premium.

LIABILITY INSURANCE REQUIRED. The contractor shall furnish proof to the City of public liability insurance. The amount of such public liability insurance shall be adequate to provide full coverage for any one occurrence of not of not less than \$1,000,000 for personal injury to any one person and a total of not less than \$1,000,000 for personal injury to all persons involved. The amount of such property damage insurance shall be adequate to provide full coverage for any one occurrence of not less than \$1,000,000 and a total of not less than \$1,000,000 for all occurrences.

Umbrella excess liability insurance to extend existing policies to the required limits shall be accepted. The City of Gahanna shall also be named as an additional insured. The certificate shall contain a provision that coverage afforded under the policy will not be canceled unless at least thirty (30) days prior written notice has been given to the City.

INDEMNIFICATION. The contractor shall indemnify and hold harmless the City of Gahanna and its employees and representatives from and against all claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from the performance of this contract, provided that any such claim, damage, loss or expense:

- (1) is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the work itself) including the loss of use resulting therefrom, and
- (2) is caused in whole or in part by any negligent act or omission of the contractor, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts may be liable, regardless of whether or not it is caused in part by a party indemnified thereunder. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnify which would otherwise exist as to any party or person described in this section.

In any and all claims against the City of Gahanna and its employees and representatives by any employee of the contractor, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts may be liable, the indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the contractor or any subcontractor under workmen's compensation acts, disability benefit acts or other employee benefit acts. The contractor shall defend, at their own

cost and expense, each and every suit or action brought against the City of Gahanna and its employees and representatives by reason thereof, until the contract has been completed.

NON-DISCRIMINATION/EQUAL EMPLOYMENT OPPORTUNITY CLAUSE:

Pursuant to ORC 125.111, the contractor agrees that the contractor, any subcontractor, and any person acting on behalf of the contractor or subcontractor, will not discriminate, by reason of race, creed, color, religion, sex, age, handicap, national origin, or ancestry, against any citizen of this state, in the employment of any person qualified and available to perform the work under this contract. The contractor further agrees that the contractor, any subcontractor, and any person acting on behalf of the contractor or subcontractor, shall not, in any manner, discriminate against, intimidate, or retaliate against any employee hired for the performance of work under this contract, on the account of race, creed, color, religion, sex, age, handicap, national origin, or ancestry. The contractor represents that it has a written affirmative action program for the employment and effective utilization of disadvantaged persons and will file a description of that program, and a progress report on its implementation, annually with the Ohio Civil Rights Commission and the minority business development office. The City agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Department setting forth provisions of this nondiscrimination clause.

OCCUPATIONAL SAFETY AND HEALTH ACT OF 1970. The contractor and subcontractor shall comply with the Occupational Safety and Health Act of 1970 during the conduct and performance on and in connection with this project.

The U.S. Department of Labor, Safety and Health Regulations identified as Chapter XVII of Title 29, Code of Federal Regulations (CFR) Parts 1910 and 1926 and subsequent amendments are hereby made a part of these contract documents. All federal OSHA standards must be enforced by contractors.

SAFETY REQUIREMENTS. The contractor shall be solely responsible for all federal, state and local safety requirements, together with exercising precautions at all times for the protection of persons and property. It is also the sole responsibility of the contractor to initiate, maintain and supervise all safety requirements, precautions and programs in connection with the work.

LICENSING OF CORPORATIONS. The contractor shall abide by the statutory requirements of the State of Ohio relative to licensing of corporations organized under the laws of any other state.

PERMITS AND LICENSES. The contractor shall procure at its own expense and maintain in full force and effect during the life of the contract, all permits and licenses required by the city, state and federal governments relative to the performance of the terms and conditions set forth herein.

CITY INCOME TAX TO BE WITHHELD. Said contractor hereby further agrees to withhold all City Income Tax due or payable under the provisions of Chapter 161 of the Codified Ordinances of Gahanna (as amended) for wages, salaries, and commission paid to its employees

and further agrees that any of its subcontractors shall be required to agree to withhold any such City Income Tax due under said Ordinance for services performed under this contract. In order to comply with this section and to avoid delay in receiving payment for work performed under this contract, it will be necessary that said contractor complete and file an "Income Tax Business Registration Form", if it is not already registered with the Gahanna Finance Department.

NON-APPROPRIATION CLAUSE. In the event funds for this contract are not appropriated by the Council of the City of Gahanna, then the contract will automatically be cancelled without recourse to the City.

NONPERFORMANCE. Nonperformance and/or failure to meet obligations and contract specifications shall constitute cause for cancellation. Such notification shall be in writing and shall take effect thirty (30) days after said notification.

SUPPLEMENTAL SPECIFICATIONS

CONTRACT TERM. The term of this contract shall be for three (3) years, commencing January 1, 2015 and ending December 31, 2017 with the provision for two (2) separate extensions of one (1) year each upon written mutual agreement of both parties.

SCOPE OF WORK. The contractor shall perform regular janitorial services as detailed in Attachment A. Upon completion of weekly, monthly and quarterly tasks, the contractor will be required to initial and date the provided work log indicating completion. The contractor is required to staff personnel accordingly in order to perform all work set forth in Attachment A in the frequency and timeframe designated below for each municipal building:

City Hall

200 S Hamilton Rd
approximately 32,000 sq ft
5 nights per week (Monday – Friday) after all evening activities have concluded

Police Department

460 Rocky Fork Blvd
approximately 10,000 sq ft
6 nights per week (Sunday – Friday) after 5:00pm

Senior Center

480 Rocky Fork Blvd
approximately 4,200 sq ft
6 nights per week (Sunday – Friday) after all evening activities have concluded

Oklahoma Ave Service Complex

152 Oklahoma Ave
approximately 8,120 sq ft
5 nights per week (Monday – Friday) after 3:30pm

Services shall be performed as scheduled with the exception of the following holidays: New Year's Day, Martin Luther King Day, President's Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day, day after Thanksgiving, Christmas Eve and Christmas Day.

The City reserves the right to modify work based on facility attendance and usage issues. The contractor will adhere to the cleaning frequency and hours for each facility as listed above unless otherwise agreed upon. The contractor, or authorized representative, shall meet with the Facilities Maintenance Coordinator each calendar month to inspect and review the services provided. The Facilities Maintenance Coordinator reserves the right to change the meeting frequency as necessary according to the City's needs.

GUIDED TOUR. A mandatory guided tour of the facilities will be given on November 7, 2014 at 10:00 am by the Facilities Maintenance Coordinator. Bidders are to meet in the lobby of the City of Gahanna City Hall, 200 S Hamilton Rd, Gahanna, OH 43230. No other tours will be given. *Bids from those absent at the tour will not be considered.*

BID TAB. Bids shall be based on a monthly rate (as specified in the bid tab). Bids shall include the cost of all labor, uniforms, personal safety equipment as deemed necessary to protect the health and welfare of the bidder's employees and all other expenses required to complete the work set forth in these specifications. For purposes of calculating the bid guaranty, the bid is defined as the total annual cost of the services to be provided under the agreement.

BID ACCEPTANCE. The City will accept bids only from bidders that have actively provided similar janitorial services listed in these specifications in similar facilities prior to the time of the initial bid advertisement.

WORKMANSHIP. All work performed by the contractor, or any of their agents or employees, in connection with the janitorial services shall be done in a competent and workmanlike manner. In addition, all work performed shall comply with the City, County and State health and safety regulations, as applicable, within the corporate boundaries of the City.

The contractor's employees will be working around City staff and the public on various occasions and thus shall be professional and work discretely without causing disturbances or interrupting public meetings, events, classes or other activities. During such instances, work should be done in other areas for the duration of the event and then returned to afterwards. After reasonable attempts, if the event is still ongoing, then that particular area may be skipped and taken care of during the next scheduled cleaning time. The City may require replacement of any of the contractor's employees that are negligent or discourteous in the performance of their duties.

PERSONNEL REQUIREMENTS. The contractor must supply to the Service Department a list with the names of employees, authorized representatives and cleaning technicians assigned to the contract along with a schedule identifying the times when said personnel will be working in the municipal buildings. Each of the contractor's employees, authorized representatives and cleaning technicians that will be working in the municipal buildings must undergo a police background check. The contractor shall also provide the City with I-9 documentation confirming that each employee, authorized representative and cleaning technician working in the municipal building is legally able to work in the United States. The City reserves the right to reject any of the contractor's employees, authorized representatives and cleaning technicians that do not meet the standards of the City in these regards.

Each cleaning technician must have the ability to lift fifty (50) pounds and physically perform all work listed in Attachment A. Uniforms must also be worn at all times with the individual's name and company identification in full view. Cleaning technician(s) are not to let unauthorized persons into the buildings. Any personal use of City equipment and property is prohibited. City telephones are only for emergency purposes. Smoking, consumption of alcohol, drug use or reporting to work while under the influence is prohibited on City property.

The contractor is required to notify the Service Department and the Facilities Maintenance Coordinator of any change in operations relating to this contract (new personnel, work schedules, etc). A strike shall not relieve the contractor from contract obligations. If the cleaning technician scheduled to work is not available, the contractor is required to send another approved cleaning technician.

SUPPLIES. The City will provide the cleaning supplies below in a locked utility room which the cleaning technician must be kept clean, neat, orderly and well stocked:

- Toilet Paper
- Paper Towels
- Hand Soap
- Trash Bags (15, 33 and 60 gallon)
- Sanitary Napkin Waxed Paper Liners
- Toilet Seat Covers
- Urinal Screens
- Baby Changing Liners
- Deodorizer Refills

The Service Department must be notified when supply levels are becoming low. The contractor is responsible to furnish all other cleaning supplies and cleaning equipment along with personal safety equipment included but not limited to gloves, goggles, aprons, respirators, etc as deemed necessary to protect the health and welfare of the bidder's employees. Mop heads are required to be replaced on a regular basis. The contractor shall consistently supply a disinfectant cleaner that is suitable for potentially infectious material.

IDENTIFICATION AND ACCESS. The City shall supply master keys and/or contractor keycards that will grant access to all necessary areas. Neither the contractor nor its employees or authorized representatives shall make copies of any keys or keycards.

Certain areas are not to be accessed at any time. The Facilities Maintenance Coordinator will inform the contractor of such areas.

CLEANING REQUEST FORM. The cleaning technician(s) must check the Service Department front desk nightly for cleaning request forms. The request must be addressed within 48 hours and any action taken must be documented on the cleaning request form. The form must then be returned to the Service Department front desk.

HAZARDOUS CONDITIONS. Conditions that may present a safety or building hazard (roof leaks, alarms, smoke odors, overflows, etc) must be reported immediately in person or by phone to the police dispatch non-emergency number, 614-342-4240.

DAMAGES. The contractor shall be solely responsible for all injuries and/or damages to persons and/or property resulting from the actions of its employees or other authorized representatives. Any damages to City property incurred by the contractor or its employees or authorized representatives will be deducted from the monthly payment.

PAYMENT FOR SERVICES. The City agrees to pay the contractor for services rendered and deemed satisfactory under the contract once each month, following receipt of an invoice. All invoices should be sent to:

Attn: Service Dept
City of Gahanna
200 S Hamilton Rd
Gahanna, OH 43230

PENALTY FOR NONPERFORMANCE. Nonperformance is defined as specified work not being performed on the required schedule as set forth in Attachment A. Each occurrence of nonperformance will result in notification via email to the contractor's designated contact. The contractor will have 5 business days from the date the email was sent to rectify the nonperformance. Failure to comply will result in a penalty fee of \$100 per occurrence and will be deducted from the City's monthly payment to the contractor. The penalty fee will be reissued every 5 business days thereafter until work is completed at a level deemed satisfactory by the City. If the contractor fails or refuses within a reasonable time to resolve each nonperformance occurrence, the City may take necessary action to resolve the situation. Associated costs with such action will be deducted from the City's monthly payment to the contractor.

Attachment A

	Nightly	Weekly	Monthly (2 nd week of the month)	Quarterly (3 rd week of Mar, June, Sept, Dec)
OFFICES, COUNCIL CHAMBERS, COMMITTEE ROOMS AND COMMON AREAS				
Empty trash receptacles and take trash to collection point	X			
Clean and sanitize trash receptacles as necessary	X			
Remove fingerprints and marks from glass, door frames and light switches	X			
Clean and sanitize door handles, push bars and handicap buttons	X			
Vacuum carpeting including corners, edges and beneath furniture and desks	X			
Spot clean carpeting	X			
Vacuum mats	X			
Dry sweep and then mop tile and non-carpeted floors with soap (mop water must be emptied nightly)	X			
Clean front of vending machines	X			
Clean and disinfect drinking fountains including handles	X			
Ensure all lights are off (if area not in use)	X			
Empty recycling receptacles and take recycling to collection point		X		
Clean and sanitize all horizontal surfaces (desks, tables, file cabinets, counters, windowsills, equipment, etc)		X		
Dry sweep and then mop chair mats (mop water must be emptied nightly)		X		
Remove cob webs			X	
Dust window blinds, partitions, frames and top of vending machines			X	
Spot clean wall papered walls of dirt, smudges and stains			X	
Clean and polish glass partitions			X	
Clean and wash baseboards				X
Buff resilient tile (Police Dept and Senior Center only, approx 5,184 sq ft)				X
KITCHENETTES AND BREAK ROOMS				
Empty trash receptacles and take trash to collection point	X			
Clean and sanitize trash receptacles as necessary	X			
Remove fingerprints and marks from glass, door frames and light switches	X			
Clean and sanitize door handles	X			
Dry sweep and then mop tile and non-carpeted floors with soap (mop water must be emptied nightly)	X			
Stock paper towels and hand soap (furnished by the City)	X			
Clean and sanitize sinks, fixtures, countertops, chairs, benches, tables and other horizontal surfaces	X			
Clean soap dispensers and paper towel cabinet covers	X			
Ensure all lights are off (if area not in use)	X			
Empty recycling receptacles and take recycling to collection point		X		
Clean and sanitize outside of refrigerator and microwave		X		
Remove cob webs			X	
Dust window blinds, top of refrigerator and top of other equipment			X	
Spot clean wall papered walls of dirt, smudges and stains			X	
Scrub and disinfect sinks and sanitize backsplash areas			X	
Clean and wash baseboards				X
Buff resilient tile (break rooms only, approx 360 sq ft)				X

Attachment A Cont'd

	Nightly	Weekly	Monthly (2 nd week of the month)	Quarterly (3 rd week of Mar, June, Sept, Dec)
RESTROOMS AND LOCKER ROOMS				
Empty trash receptacles and take trash to collection point	X			
Clean and sanitize trash receptacles as necessary	X			
Stock paper towels, toilet paper and hand soap (furnished by the City)	X			
Empty sanitary napkin receptacles, wipe with disinfectant and replace wax liners	X			
Clean and disinfect inside and outside of toilets and urinals including handles	X			
Clean and disinfect both sides of toilet seats	X			
Clean and sanitize door handles, push bars and handicap buttons	X			
Vacuum carpeting including corners, edges and beneath furniture	X			
Spot clean carpeting	X			
Clean and sanitize sinks, fixtures and countertops, chairs, benches, tables and other horizontal surfaces	X			
Clean soap dispensers and paper towel cabinet covers	X			
Clean and polish mirrors	X			
Dust partitions, tops of mirrors and frames	X			
Dry sweep and then mop tile and non-carpeted floors with soap (mop water must be emptied nightly)	X			
Remove splash marks from walls around toilets and showers	X			
Clean and disinfect all changing tables and restock bed liners	X			
Ensure all lights are off (if area not in use)	X			
Clean, scrub and disinfect showers (including floor, walls, partitions, curtains, ledges, etc)		X		
Remove cob webs			X	
Dust frames and tops of lockers			X	
Clean and sanitize all restroom stall partitions			X	
Clean and sanitize outside and inside of lockers			X	
Replace deodorizer refills as necessary			X	
Clean and wash baseboards				X
Machine scrub ceramic tile (approx 1,617 sq ft)				X
EXERCISE AREAS				
Ensure all lights are off (if area not in use)	X			
Empty trash receptacles and take trash to collection point		X		
Clean and sanitize trash receptacles as necessary		X		
Dry sweep and then mop tile and non-carpeted floors with soap (mop water must be emptied nightly)		X		
Dry sweep and then mop exercise mats		X		
Dust television and fans		X		
Dust and then clean and sanitize all surfaces of exercise equipment			X	
BUILDING EXTERIOR				
Empty outside cigarette receptacles and take contents to trash collection point	X			
Pick up trash, cigarette butts and debris from building entrances and walkways	X			

STATEMENT OF QUALIFICATIONS

JANITORIAL SERVICES FOR MUNICIPAL BUILDINGS

The bidder is required to state in full detail below, what work of a character similar to that included in the proposed Contract he has done, to give reference and such other detailed information as will enable the Council of the City of Gahanna, and the Director of Public Service to judge his responsibility, experience, skill, and financial standing. Among other things, this statement shall include the following:

Evidence to the effect that the bidder maintains a permanent place of business; list of plant equipment available for work under the proposed contract, together with statements as to when purchased or otherwise obtained, and statements as to its present physical condition; evidence to the effect that the bidder has a suitable financial status to meet obligations incident to the work; and evidence to the effect that the bidder has appropriate technical experience.

Dove Building Services has been in business since 1978, with its principal office located at 1691 Cleveland Avenue, Columbus OH 43211. At this location Dove has a warehouse facility housing equipment available for this contract. Equipment includes but not limited to vacuum's, brooms, mops, maid carts, buffers, scrubbers, rags, cleaning chemicals ect. Some of Dove's clients include Cardinal Health, City of Columbus, State of Ohio and Battelle Memorial Institute. Any questions about our financial standing can be directed to Fifth Third Bank Maxtown Rd Westerville.

SUBCONTRACTORS LIST

JANITORIAL SERVICES FOR MUNICIPAL BUILDINGS

The attention of bidders is directed, particularly to Section 0.42, page 34, of the General Provisions relative, respectively, to the requirements to sub-letting of assigning all or any portion of the work under this Contract.

The bidder is required to state, in detail, in the space provided below, the name, address, experience and the work to be performed by sub-contractors in this contract.

If no sub-contractors are to be used, so state.

Carpet Cleaning Subcontractor

Rite Rug

3949 Business Park Dr

Columbus, Oh

AFFIDAVIT

To be filed in and executed if the contractor is a corporation

STATE OF Ohio

COUNTY OF Franklin; ss:

Jason Gibson

being duly sworn, deposes and says that he/she is Secretary of

Dave Building Services Inc.

a corporation organized and existing under and by virtue of the laws of the state of Ohio and having its principal office at:

1691 Cleveland Avenue, Columbus, Oh 43211

Address/City/State/Zip

AFFIANT further says he/she is familiar with records, minutes, books, and by-laws of the said corporation and is duly authorized to sign the Contract for the construction of:

JANITORIAL SERVICES FOR MUNICIPAL BUILDINGS

for said corporation by virtue of: By-laws
(state whether a provision of by-laws or resolution by board. If resolution give date of adoption).

Jason Gibson
Signature

Sworn to before me and subscribed in my presence this 13th day of November, 2014.

[Signature]
Notary Public

My Commission Expires:

Seal:



JASON PETERSON
Notary Public, State of Ohio
My Commission Expires
November 14, 2018

AFFIDAVIT ORC 5719.042

STATE OF Ohio

COUNTY OF Franklin ; ss:

The affiant being first duly sworn states that he or she is the

Operations Manager Dave Building Services Inc.
Title and Name of Company

and that he/she or Dave Building Services Inc. was
Name of Company

Not charged at the time the bid for:

JANITORIAL SERVICES FOR MUNICIPAL BUILDINGS

was submitted, with any delinquent personal property taxes on the general tax list of personal property of Franklin County, Ohio; or

Charged at the time the bid for:

JANITORIAL SERVICES FOR MUNICIPAL BUILDINGS

was submitted, with delinquent property taxes on the general tax list of personal property of Franklin County, Ohio, and attached hereto is a statement setting forth the amount of such due and unpaid delinquent taxes and any due and unpaid penalties and interest thereon.

FURTHER AFFIANT sayeth naught:

COMPANY

Dave Building Services

AFFIANT AND TITLE

Jason Peterson Operations Manager

Sworn to before me and subscribed in my presence this 13th day of November, 2014.

[Signature]
Notary Public

My Commission Expires:

Seal:



JASON PETERSON
Notary Public, State of Ohio
My Commission Expires
November 14, 2018

NONCOLLUSION AFFIDAVIT

STATE OF Ohio

COUNTY OF Franklin; ss:

Bid Identification:

JANITORIAL SERVICES FOR MUNICIPAL BUILDINGS

CONTRACTOR Jason Gibson
Dove Building Services Inc., being first duly sworn, deposes and says that he is Operations Manager sole owner, a partner, president, secretary, etc.) of Dove Building Services the party making the foregoing BID; that such bid is not made in the interest of or on behalf of any undisclosed person, partnership, company, association, organization, or corporation; that such BID is genuine and not collusive or sham; that said BIDDER has not directly or indirectly induced or solicited any other BIDDER to put in a false or sham BID, and has not directly or indirectly colluded conspired, connived, or agreed with any BIDDER or anyone else to put in a sham BID, or that anyone shall refrain from bidding; that said BIDDER has not in any manner, directly or indirectly, sought by agreement, communication or conference with anyone to fix any overhead, profit, or cost element of such BID price, or of that of any other BIDDER, or to secure any advantage against the OWNER awarding the contract or anyone interested in the proposed contract; that all statements contained in such BID are true; and further, that said BIDDER has not, directly or indirectly, submitted his BID price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid and will not pay any fee in connection therewith, to any corporation, partnership, company, association, organization, BID depository, or to any member or agent thereof, of to any other individual except to such person or persons as have a partnership or other financial interest with said BIDDER in his general business.

Signed:

Jason Gibson
Signature

Sworn to before me and subscribed in my presence this 13th day of November, 20 14.

[Signature]
Notary Public

My Commission Expires:



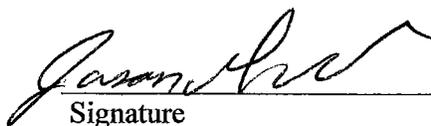
JASON PETERSON
Notary Public, State of Ohio
My Commission Expires
November 14, 2018

ESCROW WAIVER

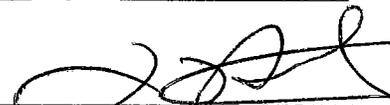
JANITORIAL SERVICES FOR MUNICIPAL BUILDINGS

In accordance with a certain Contract between the City of Gahanna Ohio, and contractor Dove Building Services, it is mutually agreed by and between the parties hereto that because of the short-term duration of the within contract, no escrow account will be established as is required pursuant to Sections 153.13, 153.14 and 153.63 of the Ohio Revised Code nor shall any interest be paid on retainage.

Signed:


Signature

Sworn to before me and subscribed in my presence this 13th day of November, 2014.


Notary Public

My Commission Expires:

Seal:



JASON PETERSON
Notary Public, State of Ohio
My Commission Expires
November 14, 2018

IF THE SAID Principal shall well and faithfully perform each and every condition of such contract; and indemnify the Obligees against all damage suffered by failure to perform such contract according to the provisions thereof and in accordance with the plans, details, specifications, and bills of material therefore; and shall pay all lawful claims of subcontractors, materialmen, and laborers for labor performed and materials furnished in the carrying forward, performing, or completing of said contract; we agreeing and assenting that this undertaking shall be for the benefit of any materialman or laborer having a just claim, as well as for the Obligees herein; then this obligation shall be void; otherwise the same shall remain in full force and effect; It being expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall in no event exceed the penal amount of this obligation as herein stated.

THE SAID Surety hereby stipulates and agrees that no modifications, omissions, or additions, in or to the terms of said contract or in or to the plans and specifications therefore shall in any wise affect the obligations of said Surety on this bond, and it does hereby waive notice of any such modifications, omissions, or additions to the terms of the contract or to the work or to the specifications.

SIGNED AND SEALED this 14th day of November, 2014

PRINCIPAL: Dove Building Services, Inc.

BY: *Jason Hill*

TITLE: Operations Manager

AMCO Insurance Company

BY: *Anthony Paul Painter*
Attorney-in-fact Anthony Paul Painter

SURETY COMPANY ADDRESS:

AMCO Insurance Company

Company Name

1100 Locust St

Street

Des Moines, IA 50391

City/State/Zip

SURETY AGENT'S ADDRESS

Surety Support Services, LLC

Agency Name

3006 N High St, Suite A3

Street

Columbus, OH 43202

City/State/Zip

(ORC Section 9.32 requires awarding authority give written notice of award to Surety and Agent.)

CITY OF GAHANNA

**** attach documents here ****

JANITORIAL SERVICES FOR MUNICIPAL BUILDINGS

PLEASE ATTACH THE FOLLOWING TO THIS SHEET:

1. Power of Attorney
2. Surety Financial Statement
3. Certificate of Compliance for Ohio

Power of Attorney

KNOW ALL MEN BY THESE PRESENTS THAT:

Nationwide Mutual Insurance Company, an Ohio corporation
Farmland Mutual Insurance Company, an Iowa corporation
Nationwide Agribusiness Insurance Company, an Iowa corporation

AMCO Insurance Company, an Iowa corporation
Allied Property and Casualty Insurance Company, an Iowa corporation
Depositors Insurance Company, an Iowa corporation

hereinafter referred to severally as the "Company" and collectively as the "Companies," each does hereby make, constitute and appoint:

**WILLIAM HAROLD ADKISSON
G. STEPHEN ADKISSON**

JENNIFER MARIE BELL

ANTHONY PAUL PAINTER

COLUMBUS OH

each in their individual capacity, its true and lawful attorney-in-fact, with full power and authority to sign, seal, and execute on its behalf any and all bonds and undertakings, and other obligatory instruments of similar nature, in penalties not exceeding the sum of

TWO MILLION AND NO/100 DOLLARS

\$ 2,000,000.00

and to bind the Company thereby, as fully and to the same extent as if such instruments were signed by the duly authorized officers of the Company; and all acts of said Attorney pursuant to the authority given are hereby ratified and confirmed.

This power of attorney is made and executed pursuant to and by authority of the following resolution duly adopted by the board of directors of the Company:

"RESOLVED, that the president, or any vice president be, and each hereby is, authorized and empowered to appoint attorneys-in-fact of the Company, and to authorize them to execute and deliver on behalf of the Company any and all bonds, forms, applications, memorandums, undertakings, recognizances, transfers, contracts of indemnity, policies, contracts guaranteeing the fidelity of persons holding positions of public or private trust, and other writings obligatory in nature that the business of the Company may require; and to modify or revoke, with or without cause, any such appointment or authority; provided, however, that the authority granted hereby shall in no way limit the authority of other duly authorized agents to sign and countersign any of said documents on behalf of the Company."

"RESOLVED FURTHER, that such attorneys-in-fact shall have full power and authority to execute and deliver any and all such documents and to bind the Company subject to the terms and limitations of the power of attorney issued to them, and to affix the seal of the Company thereto; provided, however, that said seal shall not be necessary for the validity of any such documents."

This power of attorney is signed and sealed under and by the following bylaws duly adopted by the board of directors of the Company.

Execution of Instruments. Any vice president, any assistant secretary or any assistant treasurer shall have the power and authority to sign or attest all approved documents, instruments, contracts, or other papers in connection with the operation of the business of the company in addition to the chairman of the board, the chief executive officer, president, treasurer or secretary; provided, however, the signature of any of them may be printed, engraved, or stamped on any approved document, contract, instrument, or other papers of the Company.

IN WITNESS WHEREOF, the Company has caused this instrument to be sealed and duly attested by the signature of its officer the 13th day of February, 2014.

Terrance Williams, President and Chief Operating Officer of Nationwide Agribusiness Insurance Company and Farmland Mutual Insurance Company; and **Vice President** of Nationwide Mutual Insurance Company, AMCO Insurance Company, Allied Property and Casualty Insurance Company, and Depositors Insurance Company



ACKNOWLEDGMENT

STATE OF IOWA, COUNTY OF POLK: ss

On this 13th day of February, 2014, before me came the above-named officer for the Companies aforesaid, to me personally known to be the officer described in and who executed the preceding instrument, and he acknowledged the execution of the same, and being by me duly sworn, deposes and says, that he is the officer of the Companies aforesaid, that the seals affixed hereto are the corporate seals of said Companies, and the said corporate seals and his signature were duly affixed and subscribed to said instrument by the authority and direction of said Companies.

Sandy Alitz
Notarial Seal - Iowa
Commission Number 152785
My Commission Expires March, 24, 2017

Notary Public
My Commission Expires
March 24, 2017

CERTIFICATE

I, Robert W Horner III, Secretary of the Companies, do hereby certify that the foregoing is a full, true and correct copy of the original power of attorney issued by the Company; that the resolution included therein is a true and correct transcript from the minutes of the meetings of the boards of directors and the same has not been revoked or amended in any manner; that said Terrance Williams was on the date of the execution of the foregoing power of attorney the duly elected officer of the Companies, and the corporate seals and his signature as officer were duly affixed and subscribed to the said instrument by the authority of said board of directors; and the foregoing power of attorney is still in full force and effect.

IN WITNESS WHEREOF, I have hereunto subscribed my name as Secretary, and affixed the corporate seals of said Companies this 14th day of November, 2014.

Secretary

This Power of Attorney Expires 08/10/17

COMBINED STATEMENT FOR THE YEAR 2012 OF THE NATIONWIDE MUTUAL INSURANCE COMPANY AND ITS
AFFILIATED FIRE AND CASUALTY INSURERS

ASSETS

	Current Year			Prior Year
	1 Assets	2 Nonadmitted Assets	3 Net Admitted Assets (Cols. 1 - 2)	4 Net Admitted Assets
1. Bonds (Schedule D)	20,389,178,150		20,389,178,150	17,574,959,734
2. Stocks (Schedule D):				
2.1 Preferred stocks	557,987		557,987	574,895
2.2 Common stocks	4,014,946,606	1,816,685	4,013,129,921	3,832,191,526
3. Mortgage loans on real estate (Schedule B):				
3.1 First liens	672,998,119		672,998,119	715,070,149
3.2 Other than first liens				
4. Real estate (Schedule A):				
4.1 Properties occupied by the company (less \$ encumbrances)	636,055,882		636,055,882	557,822,955
4.2 Properties held for the production of income (less \$ 15,951,338 encumbrances)	56,158,876		56,158,876	56,360,894
4.3 Properties held for sale (less \$ encumbrances)				1,695,174
5. Cash (\$ (352,036,181) , Schedule E - Part 1), cash equivalents (\$ 9,048,767 , Schedule E - Part 2) and short-term investments (\$ 1,053,871,080 , Schedule DA)	710,883,666		710,883,666	798,683,086
6. Contract loans (including \$ premium notes)				
7. Derivatives (Schedule DB)	75,163,965		75,163,965	112,595,441
8. Other invested assets (Schedule BA)	3,839,932,845	47,043,416	3,792,889,429	3,314,236,902
9. Receivable for securities	164,836		164,836	1,361,603
10. Securities lending reinvested collateral assets (Schedule DL)	47,111,210	15,436,066	31,675,144	94,861,961
11. Aggregate write-ins for invested assets	1,152,557,153		1,152,557,153	1,078,256,623
12. Subtotals, cash and invested assets (Lines 1 to 11)	31,595,709,295	64,296,167	31,531,413,128	28,138,670,944
13. Title plants less \$ charged off (for Title insurers only)				
14. Investment income due and accrued	255,002,976	175,278	254,827,698	231,103,495
15. Premiums and considerations:				
15.1 Uncollected premiums and agents' balances in the course of collection	1,388,086,905	125,239,920	1,262,846,985	678,749,068
15.2 Deferred premiums, agents' balances and installments booked but deferred and not yet due (including \$ earned but unbilled premiums)	2,240,331,508	24,556,679	2,215,774,829	2,258,678,367
15.3 Accrued retrospective premiums				
16. Reinsurance:				
16.1 Amounts recoverable from reinsurers	93,466,366		93,466,366	81,305,986
16.2 Funds held by or deposited with reinsured companies	14,080,735		14,080,735	8,925,944
16.3 Other amounts receivable under reinsurance contracts	177,743,281		177,743,281	135,134,224
17. Amounts receivable relating to uninsured plans				
18.1 Current federal and foreign income tax recoverable and interest thereon	30,169,956		30,169,956	146,499,912
18.2 Net deferred tax asset	2,380,839,317	716,197,658	1,664,641,659	1,461,391,985
19. Guaranty funds receivable or on deposit	25,956,133		25,956,133	25,863,588
20. Electronic data processing equipment and software	356,490,953	223,780,307	132,710,646	125,301,693
21. Furniture and equipment, including health care delivery assets (\$)	128,352,156	128,352,156		
22. Net adjustment in assets and liabilities due to foreign exchange rates	635,178		635,178	487,671
23. Receivables from parent, subsidiaries and affiliates	289,098,506	6,856,299	282,242,207	282,542,929
24. Health care (\$) and other amounts receivable				
25. Aggregate write-ins for other than invested assets	984,022,673	324,189,371	659,833,302	498,946,992
26. Total assets excluding Separate Accounts, Segregated Accounts and Protected Cell Accounts (Lines 12 to 25)	39,939,985,937	1,613,643,835	38,326,342,102	34,071,602,798
27. From Separate Accounts, Segregated Accounts and Protected Cell Accounts				
28. Total (Lines 26 and 27)	39,939,985,937	1,613,643,835	38,326,342,102	34,071,602,798
DETAILS OF WRITE-INS				
1199. Totals (Lines 1101 thru 1103 plus 1199)(Line 11 above)	1,152,557,153		1,152,557,153	1,078,256,623
2599. Totals (Lines 2501 thru 2503 plus 2599)(Line 25 above)	984,022,673	324,189,371	659,833,302	498,946,992

COMBINED STATEMENT FOR THE YEAR 2012 OF THE NATIONWIDE MUTUAL INSURANCE COMPANY AND ITS
AFFILIATED FIRE AND CASUALTY INSURERS

LIABILITIES, SURPLUS AND OTHER FUNDS

	1 Current Year	2 Prior Year
1. Losses (Part 2A, Line 35, Column 8)	10,815,428.723	9,318,851.896
2. Reinsurance payable on paid losses and loss adjustment expenses (Schedule F, Part 1, Column 6)	8,041,171	6,648,894
3. Loss adjustment expenses (Part 2A, Line 35, Column 9)	2,988,526.044	2,434,022.924
4. Commissions payable, contingent commissions and other similar charges	350,147,827	372,286,550
5. Other expenses (excluding taxes, licenses and fees)	132,198,909	109,680,550
6. Taxes, licenses and fees (excluding federal and foreign income taxes)	110,072,606	90,866,440
7.1 Current federal and foreign income taxes (including \$ 21,552,199 on realized capital gains (losses))		
7.2 Net deferred tax liability		
8. Borrowed money \$ 37,601,627 and interest thereon \$ 289,912	5,294,287	5,027,912
9. Unearned premiums (Part 1A, Line 38, Column 5) (after deducting unearned premiums for ceded reinsurance of \$ 489,705,906 and including warranty reserves of \$ 28,555,689 and accrued accident and health experience rating refunds including \$ for medical loss ratio rebate per the Public Health Service Act)	6,602,057,891	5,747,728,531
10. Advance premium	131,668,652	115,125,601
11. Dividends declared and unpaid:		
11.1 Stockholders		
11.2 Policyholders	7,276,130	6,276,521
12. Ceded reinsurance premiums payable (net of ceding commissions)	87,218,190	21,447,412
13. Funds held by company under reinsurance treaties (Schedule F, Part 3, Column 19)	2,008,660	(34,689)
14. Amounts withheld or retained by company for account of others	826,792,254	703,157,710
15. Remittances and items not allocated	145,291,959	129,027,388
16. Provision for reinsurance (including \$ certified) (Schedule F, Part 8)	37,023,034	33,148,584
17. Net adjustments in assets and liabilities due to foreign exchange rates		2,296
18. Drafts outstanding	18,370	
19. Payable to parent, subsidiaries and affiliates	274,347,829	234,981,872
20. Derivatives	154,461,094	149,202,793
21. Payable for securities	89,467,632	13,202,727
22. Payable for securities lending	63,918,206	135,531,956
23. Liability for amounts held under uninsured plans		
24. Capital notes \$ and interest thereon \$		
25. Aggregate write-ins for liabilities	1,659,437,140	1,613,333,797
26. Total liabilities excluding protected cell liabilities (Lines 1 through 25)	24,500,696,507	21,239,517,665
27. Protected cell liabilities		
28. Total liabilities (Lines 26 and 27)	24,500,696,507	21,239,517,665
29. Aggregate write-ins for special surplus funds		
30. Common capital stock		
31. Preferred capital stock		
32. Aggregate write-ins for other than special surplus funds		459,444,316
33. Surplus notes	2,146,771,071	2,204,150,000
34. Gross paid in and contributed surplus		
35. Unassigned funds (surplus)	11,678,874,524	10,168,490,817
36. Less treasury stock, at cost:		
36.1 shares common (value included in Line 30 \$)		
36.2 shares preferred (value included in Line 31 \$)		
37. Surplus as regards policyholders (Lines 29 to 35, less 36) (Page 4, Line 39)	13,825,645,595	12,832,085,133
38. TOTALS (Page 2, Line 28, Col. 3)	38,326,342,102	34,071,602,798
DETAILS OF WRITE-INS		
2599. Totals (Lines 2501 thru 2503 plus 2598)(Line 25 above)	1,659,437,140	1,613,333,797
2999. Totals (Lines 2901 thru 2903 plus 2998)(Line 29 above)		
3299. Totals (Lines 3201 thru 3203 plus 3298)(Line 32 above)		459,444,316

Office of Financial
Regulation Services
50 West Town Street
Third Floor- Suite 300
Columbus, Ohio 43215
(614) 644-2658
Fax (614) 644-3258
www.ohioinsurance.gov

Ohio Department of Insurance

John R. Kasich - Governor
Mary Taylor - Lt. Governor/Director

Certificate of Compliance



Issued 03/25/14
Effective 04/02/14
Expires 04/01/15

I, Mary Taylor, hereby certify that I am the Lt. Governor/Director of Insurance in the State of Ohio and have supervision of insurance business in said State and as such I hereby certify that

AMCO INSURANCE COMPANY

is authorized to transact the business of insurance under the following section(s) of the Ohio Revised Code:

Section 3929.01 (A)

Allied Lines

Boiler & Machinery

Burglary & Theft

Commercial Auto - Liability Other

Commercial Auto - No Fault

Commercial Auto - Phys. Damage

Earthquake

Fidelity

Fire

Glass

Inland Marine

Multiple Peril - Commercial

Multiple Peril - Farmowners

Multiple Peril - Homeowners

Other Liability

Private Passenger Auto - No Fault

Private Passenger Auto-Liability Other

Private Passenger-Phys Damage

Surety

Workers Compensation

AMCO INSURANCE COMPANY certified in its annual statement to this Department as of December 31, 2013 that it has admitted assets in the amount of \$1,067,791,961, liabilities in the amount of \$704,036,902, and surplus of at least \$363,755,059.

IN WITNESS WHEREOF, I have hereunto subscribed my name and caused my seal to be affixed at Columbus, Ohio, this day and date.

Mary Taylor

Mary Taylor

Lt. Governor/Director



PROPOSAL

JANITORIAL SERVICES FOR MUNICIPAL BUILDINGS

TO: Director of Public Service
City of Gahanna, Ohio

After careful examination of the specifications, form of contract and the site of the proposed work, the undersigned hereby proposes and agrees if this proposal be accepted, to enter into a contract using the form of contract provided for, to furnish all equipment, labor, materials and construction to complete the said work in accordance with the terms and conditions specified and to furnish a satisfactory bond in the amount of one hundred percent (100%) of the total amount of the contract, conditioned as and in form prescribed by law as a guarantee for the faithful performance of the contract for the following prices as described and contained herein.

The bidder shall fill in all unit prices shown in the proposal and make necessary extensions and add all totals. The unit prices shown, together with quantities shown shall determine the total amount of the bid. If there is an error made, unit prices shown shall govern. The City reserves the right to waive any irregularities of the bidding process, and to make any mathematical corrections as required.

NOTE: NO BIDDER MAY WITHDRAW UNTIL SIXTY DAYS AFTER THE DATE OPENING. THE CITY OF GAHANNA HAS THE OPTION OF ACCEPTING OR REJECTING ANY OR ALL PROPOSALS OR ANY PORTION THEREOF.

If the foregoing proposal shall be accepted by the City of Gahanna, State of Ohio, and the undersigned shall fail within a period of ten (10) days from the notice of acceptance to execute a satisfactory contract or furnish a satisfactory bond as stated in the notice to bidders hereto attached, then the City may, at its option, determine that the undersigned had abandoned the contract and thereupon this proposal shall be null and void and the bond or certified check accompanying this proposal shall be forfeited to and become the property of the City, otherwise the bond or certified check accompanying this proposal shall be returned to the undersigned on demand. (The appropriate blanks pertaining to the certified check or proposal bond shall be properly filled in by the bidder)

Attached hereto is a certified check on _____ Bank of Ohio, for the sum of \$ _____ according to the terms of the notice to bidders.

Attached hereto is the bid guaranty/contract bond executed by AMCO Insurance Company for the sum of \$ 44,568.⁰⁰ according to the terms of the notice to bidders.

The names and residences of all persons and parties interested in the foregoing bid as principals are:

Vern Gibson
Name

5967 Hunter Pl. Westerville,
Address Oh 43082

Name

Address

Name

Address

Vern Gibson
Signature of Bidder

1691 Cleveland Avenue
Business Address
Columbus, Oh 43211

Signed this 13th day of November, 2014.

BID TAB

JANITORIAL SERVICES FOR MUNICIPAL BUILDINGS

Contractor Name: Dove Building Services Inc.
Address: 1691 Cleveland Avenue
City: Columbus State: Ohio Zip: 43211
Phone: 614-299-4700 Fax: 614-299-5599

Authorized Company Representative (manager of contract)

Name: Jason Gibson Email: jgibson@dovebs.com
Title: Operations Manager Phone: 614-299-4700

BID ITEMS	Monthly Rate	Qty	Yearly Total
1. City Hall (5 nights per week)	\$ <u>2288.⁰⁰</u>	12	\$ <u>27,456.⁰⁰</u>
2. Police Department (6 nights per week)	\$ <u>731.⁰⁰</u>	12	\$ <u>8,772.⁰⁰</u>
3. Senior Center (6 nights per week)	\$ <u>416.⁰⁰</u>	12	\$ <u>4,992.⁰⁰</u>
4. Oklahoma Ave Service Complex (5 nights per week)	\$ <u>279.⁰⁰</u>	12	\$ <u>3,348.⁰⁰</u>
BID TOTAL (SUM OF LINES 1-4):			\$ <u>44,568.⁰⁰</u>

ADDITIONAL ITEMS (UPON CITY'S REQUEST)

Additional Cleaning (ie: special events): \$ 17.⁰⁰ / hour
Machine Scrub Ceramic Tile: \$.25 / square foot
Chemical Strip and Refinish Resilient Tile: \$.25 / square foot
Carpet Extraction: \$.10 / square foot

CONTRACT

JANITORIAL SERVICES FOR MUNICIPAL BUILDINGS

This Contract made this _____ day of _____, 20____, by and between the City of Gahanna, Ohio, Party of the First Part, and:

(Party of the Second Part)

WITNESSETH:

ARTICLE 1. Said Party of the Second Part hereby agrees to furnish at its own cost and expense all equipment, labor, materials, and construction for the improvement as listed in the legal notices according to the advertisement, specifications, proposal, bid guaranty and contract bond, and contract, therefore which are on file in the Department of Public Service of the municipal building of the City of Gahanna, Ohio, and which are each by reference made a part of this contract and attached hereto. All of the material and labor shall be furnished according to the plans and specifications and to the satisfaction of the city engineer and to the acceptance of the City of Gahanna, Ohio and at the prices set forth in the accompanying proposal which is made a part of this contract.

The Party of the First Part, in consideration of the full and faithful performance of all singular things herein, agrees that it will pay to said Party of the Second Part the prices and sums hereinabove written, payments to be made by said City upon estimates allowed by the Engineer of the said city as the work progresses.

IN TESTIMONY WHEREOF, the said parties hereunto set their hands the day and year first above written.

ATTEST:

CITY OF GAHANNA, OHIO

REBECCA W. STINCHCOMB
Mayor

(Contractor must indicate whether Corporation, Partnership, Company or Individual. THE PERSON SIGNING SHALL IN OWN HANDWRITING, SIGN THE PRINCIPAL'S NAME, OWN NAME, AND TITLE. WHERE THE PERSON SIGNING FOR A CORPORATION IS OTHER THAN PRESIDENT, HE MUST SHOW AUTHORITY TO BIND THE CORPORATION BY AFFIDAVIT).

Party of the Second Part

Signature

Printed Name

Title

Address

City/State/Zip

I, Jennifer Teal, hereby certify that funds for this Contract are available and/or in the process of collection.

JENNIFER TEAL
Director of Finance

I, Shane Ewald, hereby approve the form and correctness of the foregoing Contract Bond and Contract.

SHANE EWALD
City Attorney