

ADVANCE BUILDING SOLUTIONS, INC.

2022 Rte. 22, Ste. 105
Brewster NY 10509
845-278-5858

PROPOSAL

for

CLEANING SERVICES

for

Town of Fishkill

at

Town Hall, Recreation Center, Highway Administrative Office
and Police Building

For 1/1/2015 – 12/31/15 Service

Advance Building Solutions, Inc.
Service Agreement for the

Town of Fishkill

Town Hall, Justice Court, Recreation Center, Highway Administrative Office and Police Building

The Proposal set forth below is between **Advance Building Solutions, Inc.** (Contractor) and the **Town of Fishkill** located at 807 Route 52, Fishkill, NY 12524.

This Proposal outlines the **Office Cleaning** program as outlined in the **Scope of Work** as outlined in Attachment "A" of the Request for Proposal attached.

Scope of Work Specifications:

The Contractor is responsible for the following:

The Contractor will provide cleaning tasks five days a week.

1. Additional "special" cleaning projects and services, beyond the stated Contractor Scope of Work described above, as needed and agreed upon by both parties, and will be billable to Client as separate items.

I. EQUIPMENT:

- a. Contractor will provide the machinery necessary to clean the floors.
- b. Client will ensure that employees and other non-authorized personnel will not have access to or attempt to use Contractor's equipment when not in use.

II. CLEANING SUPPLIES AND PRODUCTS:

- a. All necessary cleaning supplies and products, paper towels, trash bags, toilet paper and dispenser soap will be provided by the Town of Fishkill.
- b. The contractor agrees to use all cleaning supplies in a safe and prudent manner, in accordance with all manufacturers' guidelines, and in accordance with all prescribed OSHA guidelines and requirements.

III. FREQUENCY –

- a. Office Cleaning – Monday through Friday during the hours of 4pm and 8pm.

IV. CONTRACT DURATION – 1/1/2015 to 12/31/2015.

V. LOCATION:

- a. 807 Route 52, Fishkill, NY 12524.

Our charges for performing the Cleaning service as shown above, including all labor, payroll taxes and insurance will be:

Proposal:

I. Monthly Costs for Each Location	<u>Monthly Cost</u>
Town Hall -	\$1,950.00
Justice Court -	760.00
Town Recreation -	1,400.00
Police Facility -	1,300.00
Highway Administrative Office -	115.00
II. Annual Total Cost for the Entire Contract -	\$66,300.00

III. 13 Working hours scheduled for the daily cleaning activities.

These costs include:

- **A strip and wax once a year**
- **Window cleaning twice a year**
- **Buffing of floors quarterly**
- **Damp mopping of Recreational Basketball Court 3 times a week**
- **Vacuuming of the Recreational Center carpet runner 3 times a week**

Additional charge if any equipment needs to be rented or any labor needs might be requested for special projects.

Invoicing will be on a monthly basis. All invoices are due and payable five (5) days from date of completion of that week's activity.

This pricing shall remain in effect for a one (1) year period, provided service requirements and/or specifications are not changed by Client. This agreement is in effect for one year from the date above, and may be terminated, by either party with cause, upon thirty (30) days written notice.

If there are any questions or comments regarding this proposal, please contact Anthony LoGiudice at 845-656-7748 by e-mail at alogiudice@corporatebuilding.com.

Respectfully,

Anthony LoGiudice
President
Advanced Building Solutions, Inc.