

REQUEST FOR PROPOSALS (RFP)

FOR FACILITIES MANAGEMENT SERVICES

CUSTODIAL, MAINTENANCE AND GROUNDS OPERATIONS

Mathis School District

March 2021

INSTRUCTIONS TO PROSPECTIVE VENDORS

The Mathis School District (“District”) is accepting Proposals for Qualifications from facilities management firms (“Vendors”) for the purpose of selecting a facilities management firm that is capable of developing and delivering a comprehensive Custodial, Grounds, and Maintenance Program for the District.

Any questions regarding this RFP should be directed to Gail Kennemer Shepler, District Finance Officer via email at gshepler@mathisisd.org. Responses and/or clarifications will be compiled and addressed in the form of an addendum to this RFP. All questions must be submitted on or before 2:00 p.m. on March 25, 2021.

Proposals will be at no cost or obligation to Mathis School District.

OVERVIEW

OBJECTIVE OF RFP

The objective of this RFP is for experienced, professional facilities management companies to present to the District a proposal that thoroughly details their experience and qualifications in assisting districts of similar size and scope as Mathis School District in the evaluation and improvement of the districts’ custodial, maintenance, and grounds operations.

This proposal is specifically requesting experienced and qualified facilities management companies to present their qualifications. Please see requirements for qualified Vendors.

The District expects to select one (1) experienced and qualified facilities management company from among those submitting proposals to proceed with a facilities management study. The management study will include the review and evaluation of methods, procedures, and processes used for the custodial and maintenance care of all buildings and grounds within the Mathis School District. The selected management firm will then report the findings and conclusions of the study, along with recommendations for improving and enhancing the facilities’ operations. The management firm will present cost-benefit analyses to support the recommendations. If approved by the District, the selected management firm will then work with the District and its administrators (“Administration”) in the implementation of the improvement processes selected to enhance the facilities’ operations.

VENDOR’S RESPONSIBILITY

All experienced and qualified management firms are requested to submit a Proposal of Qualifications based on their experience and capability. The District will select the firm deemed to be in the best interest of the District to proceed to the next phase of the district’s evaluation process.

The selected management firm will then conduct a facilities management study to review and evaluate the current facilities operations (all aspects of the program) of the Mathis School District Custodial, Grounds, and Maintenance Departments.

The selected management firm will then report to the Administration the results of the management study and include any recommendations for improvement and enhancement of the facilities’ operations.

The selected management firm will then work with the Administration to implement the accepted recommendations.

Terms and conditions of such action will be negotiated with the Administration. Administration is considering a five-year term renewal option annually.

SUBMISSION INSTRUCTIONS

During the proposal process, the Vendor shall direct all communications, comments, and questions, in writing to the contact person; no other employee, agent, or attorney-in-fact of the Mathis School District should be contacted. Failure to comply with this requirement may be cause for disqualification. If the District deems a response to a question is necessary, the query and response will be delivered to all Vendors who have previously acknowledged their intent to propose. Responses to this RFP must be submitted on or before 2:00 p.m. on March 25, 2021 to:

Gail Kennemer Shepler
Mathis ISD District Finance Officer
PO Box 1179
Mathis Texas, 78368
gshepler@mathisid.org

Any response received after this date and time will not be considered. Responses and proposals are to be valid for 90 days after the submission date. Faxed proposals will not be considered.

Responses and proposals may be withdrawn by written notice any time prior to the time specified for receipt of the proposals.

Each Vendor will submit one (1) original, two (2) copies and one (1) electronic copy of their responses to this RFP. Proposals are to be submitted in a sealed package addressed to the contact person. Proposals must be submitted by 2:00 p.m. on March 25, 2021.

SITE VISITS AND DISTRICT INFORMATION

This RFP is specifically for qualifications of experienced and professional facilities management firms with experience in K-12 public school districts. Therefore, for the purpose of this RFP, Vendors are not to visit any District sites, or request any additional information from District personnel other than clarification of information given.

EMPLOYEES

All existing employees who are participants in the retirement system with fifteen or more years of service will remain employees of the school district. Any employees with fourteen or less years of service will become employees of the selected facilities management company. Any new employees hired after program implementation will become employees of the selected firm.

DISTRICT INFORMATION:

- 1 – Administration Building
- 1 – McCraw Instruction/Business Support Building
- 1 – Early Scholars Campus (Pre-Kinder & Kindergarten)
- 1 – Elementary School
- 1 – Intermediate School
- 1 – Middle School
- 1 – High School
- 1 – Mathis Learning Center –
- 1 – Distribution Center/Warehouse
- 1 – Transportation Building
- 1 – Building currently rented to Community Action of the Coastal Bend

THE MATHIS SCHOOL DISTRICT RESERVATIONS AND RESPONSIVENESS OF PROPOSALS

The Mathis School District reserves the right to reject any or all proposals received. Therefore, proposals should be submitted initially in the most favorable manner. It is understood that the proposal will become a part of the official file on this matter without obligation to the Mathis School District.

All proposals must be in writing. A responsive proposal indicates a willingness and good faith intention to negotiate and enter into a contract with the District that, without condition or exception, complies with the scope of services called for in this Request for Qualifications. Non-responsive proposals shall not be considered. Proposals may be rejected if found to be irregular or not in conformance with the requirements and instructions contained herein. A proposal may be found to be irregular or non-responsive by reasons including, but not limited to, failure to complete or utilize prescribed forms, conditional proposals, incomplete proposals, indefinite or ambiguous proposals, or improper or undated signatures. The District reserves the right, in its sole discretion, to waive any informality.

Proposals may be rejected if more than one proposal is received from an individual, firm, partnership, or corporation, or combination thereof, under the same or different names. Such duplicate interest may cause the rejection of all proposals in which such Vendor has participated. Other conditions that may cause rejection of proposals include evidence of collusion among Vendors, obvious lack of experience or expertise to perform the required work, or failure to perform or meet financial obligations on previous contracts, or in the event an individual, firm, partnership, or corporation is on the United States Comptroller General's List of Ineligible Vendors for Federally Financed or Assisted Projects. Proposals will be rejected if not delivered or received on or before the date and time specified for submission.

The District will evaluate the proposals in accordance with the requirements for vendors beginning on page 5. The objective is to execute an agreement with the selected Vendor as soon as possible after the selection is made. If, in the sole discretion of the Mathis School District, the negotiations are unsuccessful, then the Mathis School District may discontinue them and begin negotiating with the next selected Vendor, and so on, until a satisfactory plan and agreement are reached. Notwithstanding any other statements in this RFP, the Mathis School District is under no obligation to enter an agreement with any of the Vendors. The Vendor is also required to provide as a part of its response to this RFP a sample contract format for evaluation in the event they are the successful Vendor.

ORAL INTERVIEWS

The Mathis School District may require qualified firms to participate in an oral interview to discuss their proposal and answer any questions the District may have regarding the proposal. If required, the District will contact the official contact name as listed in the proposal.

TOURS

The Mathis School District will host a tour of the school district Wednesday, March 10, 2020 at 9 a.m. All interested parties will check in at the Mathis Administration Office. You must have a valid I.D.

VENDOR REQUIREMENTS AND QUALIFICATIONS

Proposals should be as thorough and detailed as possible so that the district may properly evaluate the Vendor's capabilities to provide the required services.

1. Vendors must currently be providing facilities management services in the areas of custodial, maintenance and grounds care operations for at least five (5) K-12 public school districts. This must include districts of similar size and scope as the Mathis School District.
2. Vendors must have a state-of-the-art computerized facilities maintenance software program that includes all facets of a custodial, maintenance and grounds program. A sample of the software program must be included in the proposal. Vendor must have demonstrated ability to utilize a computerized custodial management system on-site for personnel management, production scheduling, financial management, project management and quality control, and a customized computerized maintenance management program that also includes preventative maintenance, safety programs and energy conservation.
3. Vendors must have a formalized in-service training and an educational program for all employees, whether management or hourly. Vendors must describe the scope of their training capabilities.
4. Vendors must have motivational programs, recognition programs, and systems designed to produce quantifiable improvements in effectiveness and morale of all employees.
5. Vendors must have written standards, procedures, and schedules to provide supportive management services.
6. Vendors must have the research and development resources needed to keep abreast of the changing technologies in custodial, maintenance and grounds care management.
7. Vendors must have a proven strategy to attract, develop, and retain qualified custodial, maintenance and grounds employees.

8. Vendors must show evidence of a quality control program, including inspections, staff interviews and formal reports to administration regarding progress of the program.
9. Vendors must show ability to guarantee cost-effectiveness as evidenced by the results of successful contracts with comparable school districts.
10. Mathis ISD would like a Cost-Plus Agreement with a contract start date of August 1, 2021.
11. Vendors must currently have, in its employment, the staff and resources to support a project of this magnitude, including the necessary technical and administrative personnel. Vendor must be able to administer the program of operation locally and to assign the necessary support staff on site.
12. Vendors must have the management and staff necessary to bring quality resources to the District as required for technical and engineering support in all facets of facilities management.
13. Vendors must have a record of at least ten (10) years of successful facilities management performance in K-12 public school districts.
14. Vendors must meet all laws, codes, and requirements of local, state, and federal law.
15. Vendors must show an audited financial report for the last three years.
16. Vendors must maintain appropriate insurance coverage to protect the interest of the Vendor and the District.
17. Vendors must be able to furnish a performance bond in the amount of 100 percent of the contract, if selected to proceed by the Mathis School District.
18. Vendors should provide any other pertinent information which demonstrates the vendor's corporate capability to successfully perform management services.
19. Vendors should indicate and identify those capabilities and resources produced within the professional management firm's organization versus those to be acquired through the use of third-party employees or subcontractors. If subcontractors are to be employed in the performance of the specified services, provide a written narrative describing the rationale used for utilizing these resources for the purposes of this contract.

PROOF OF REQUIREMENT

Mathis ISD will ensure compliance with the above requirements by checking references listed in the proposals, as well as checking other data/sources.

PROPOSAL FORMAT

Vendors are free to use any written format to present their experience and qualifications in providing facilities management services to the Mathis School District. Vendors are urged to keep their proposal clear and concise. Proposals must include the following information:

1. An introduction letter and/or brief overview of the firm, giving official name and location and the name, address, and phone number of the contact for this proposal.
2. Cost: will the management firm charge a cost for conducting the facilities management study? If so, what price is proposed? Additionally, what method will be used to determine costs for implementation of management plan?
3. References: Vendors must include a list of a minimum of five (5) K-12 public school districts, including districts similar in size to the Mathis School District, where the vendor is currently providing a successful Facilities Management Program. The following information should be included: contact name, address, phone number, size, and scope of services. Special consideration will be given to references within the State of Texas.
4. Technical Capability: Vendors should describe their capabilities in all aspects of facilities management, including human resources, maintenance operations, custodial and grounds operations, computer systems and capabilities, and training programs (management and non-management personnel). Vendors are encouraged to include any auxiliary or related services which may augment the proposed services and prove advantageous to the Mathis School District. If these services are listed, sufficient detail should be included to demonstrate proficiency and experience in the provision of these services. The District may choose a Vendor based on the written proposal only, so all firms are advised to be complete and precise in their documentation.

EVALUATION OF PROPOSALS

It must be understood by each management firm submitting a proposal that the nature of the Mathis School District's facilities maintenance operation is so complex that detailed specifications of services to be performed are not itemized in this RFP. Rather, it is for the management Vendor to show their expertise, experience, and capability in the proposal document. Again, please be complete, clear, and concise in your proposal. The following categories are the principal criteria that will be considered in the evaluation of the proposals:

- Technical Capability (50 points) – As shown by Vendor expertise, experience, and references. Auxiliary services capability will be considered.
- Business Stability (15 points) – As checked through various sources as well as the proposal.
- Financial Stability (15 points) – As documented by the last three years of audited statements.
- Human Resource Management (10) – As determined by references and other sources.
- RFP pricing (10) – As quoted in RFP.

The Mathis School District will evaluate the proposals, based on the above criteria as well as other methods, and select the management firm that the District feels is in the best interest of the District.

THE FOLLOWING SPECIFICATIONS, TERMS AND CONDITIONS ARE LISTED ONLY AS A GUIDE FOR WHICH DUTIES THE SUCCESSFUL VENDOR WILL BE RESPONSIBLE. THE FINAL SPECIFICATIONS WILL RESULT FROM NEGOTIATIONS BETWEEN THE CHOSEN VENDOR AND THE MATHIS SCHOOL DISTRICT. COST FOR COMPLETING THESE SPECIFICATIONS SHOULD NOT BE INCLUDED IN THE RESPONSE TO THE RFP.

BUILDING MAINTENANCE MANAGEMENT SPECIFICATIONS

SCOPE: The performance of this contract will include, but not be limited to, supportive management and assistance in the following Building Maintenance duties:

- A. **PREVENTIVE MAINTENANCE:** Oversee a sound preventive maintenance program, including use of a computerized preventive maintenance system, on all major electro-mechanical equipment. Such programs and systems are subject to the prior approval of the District.
- B. **WORK ORDER SYSTEM:** Maintain a work order system that will be used at the site level in requesting maintenance work and will serve as a means of instruction of work to be done. The system will record the cost and completion date of each work order. Historical corrective maintenance records on equipment, by school, will be made available by request to the site level or Central Office.
- C. **ADMINISTRATIVE, FINANCIAL AND MATERIALS MANAGEMENT:**
 - 1. Budgets: The District Administration will request the preparation of necessary budgets, the analysis and explanation of variances of actual expenditures as compared with budget, and the provision of financial and statistical data as requested.
 - 2. Purchasing: In conjunction with School District policies, provide consultation and technical advice in preparation of specifications for procurement of parts, supplies, and services incidental to operations as requested. Recommend vendors, as necessary. All purchasing must be process through MISD Skyward Financial Software/
 - 3. Organize with MISD Distribution Staff of the Receipt, Storage, and Issuance of Materials: Provide consultative and technical advice regarding the receipt, inspection, storage, safeguarding and issuing of materials or items purchased.
 - 4. Equipment Replacement and Performance: Recommend annually, or more often if necessary, the needs for replacement of capital equipment. Additionally, make recommendations for changes in existing equipment, or measures to extend its useful life or performance, as appropriate.
 - 5. Regulatory Requirements: Recommend programs to ensure the District complies with local, State of Texas, and federal regulations and other regulatory agencies, as they apply to the operation of maintenance and engineering. Assist in an Asbestos Management Program and Hazardous Substance Inventory.
- D. **FUNCTIONAL SAFETY AND RISK MANAGEMENT**
 - 1. Assist in the collection of available documentary evidence of structural safety and building safety compliance as needed for accreditation requirements.
 - 2. Maintain on file documents and certification of compliance with the requirements of applicable local, federal and Fire Marshall laws and regulations.
 - 3. Make recommendations to Administration to facilitate compliance with applicable building codes, fire prevention codes, State of Texas, and/or Federal Occupational Health and Safety Codes, and Life Safety codes.

4. Maintain good safety practices within the Maintenance Department and keep equipment, spaces, and shops in tidy condition.

E. QUALITY CONTROL OF SERVICES: Provide the following quality and performance reviews:

1. Weekly facility inspections made by the resident managers. This inspection will be noted, and a report will be given to a representative of the Administration office.
2. Records of work accomplished in the Department will be maintained for review by the District upon request.
3. It is agreed that the District shall retain complete and final jurisdiction in all determinations of the quality of services provided by the Vendor.

F. ADDITIONAL REQUESTS:

1. All district owned equipment, tools and assets will be retained by the district.
2. All district equipment, tools and assets are to be maintained by Facility Management Company.
3. All district equipment, tools and assets will be replaced by the district as approved by Administration.
4. Fully developed training and in-service programs for all employees.
5. Written standards, procedures, schedules, daily journals, and other records required by regulating and accrediting agencies and good business management and/or as may be required by the District.
6. Operating instructions for all major mechanical equipment.
7. Individual and preventive maintenance instructions for each preventive maintenance requirement.
8. A national manufacturer's index for items, parts, supplies and equipment.
9. Line and staff support personnel available on a scheduled and on-call basis, to provide effective quality, technical support, and consulting capabilities. All such support personnel will be on the Vendor's payroll.

CUSTODIAL MANAGEMENT SPECIFICATIONS

A. CUSTODIAL SERVICE: The Vendor's custodial services for the District will provide service to all buildings currently being cleaned by District personnel. Details of the buildings and areas to receive custodial services, as well as details of the present custodial duties and responsibilities, will be made available to the selected Vendor.

As a part of this program, the Vendor shall use all district equipment and supplies. All equipment repair, maintenance and replacement costs shall be paid through district budget.

1. Provide support involving the standardization of the custodial program.
2. Provide all management and technical personnel on the Vendor's payroll as may be required to efficiently assist in the cleaning and custodial service.
3. Assist in training, management, and direction of all custodial personnel in the performance of their respective custodial duties.
4. Assist in the administrative functions relating to the District's custodial personnel.
5. Provide the necessary supplies and equipment for the custodian to use for proper performance of their duties as a part of the custodial program.

6. Provide and maintain training equipment, films, videos, literature, daily work schedules, project schedules and training manuals to be used in the training of custodial personnel.

GROUND MANAGEMENT SPECIFICATIONS

- A. Vendor shall develop, implement, and manage an effective program of grounds maintenance for the District. The program shall be designed to promote the overall attractiveness of the grounds as well as the safe and enjoyable use of recreational facilities. All procedures will be in accordance with established environmental protection policies and shall be in line with the District budget. The levels and frequency of care for each site shall be established by mutual agreement between Vendor and District and will be based on specific site use, relative impact on overall site appearance, and safety factors.

The following services will be managed by the Vendor:

1. Mowing
 2. Aeration
 3. Weed control.
 4. Irrigation
 5. Tree care
 6. Care of shrubs and groundcovers
 7. Care of shrub beds
 8. Flowers
 9. Playgrounds
 10. Fence lines and signage
 11. Field and landscape structures
 12. Disposal of landscape waste
 13. Refuse pick up and removal.
 14. Paved surface care
 15. Project work and new installations
 16. Exterior setups and special events
 17. Grounds management planning calendar
 18. Training and certification
 19. All district owned equipment, tools and assets will be retained by the district.
 20. All district equipment, tools and assets are to be maintained by Facility Management Company.
 21. All district equipment, tools and assets will be replaced by the district as approved by Administration.
 22. Grounds inspections
- B. Vendor shall be able, when called upon by the District, to develop recommendations for standardization of grounds maintenance.

STANDARD TERMS AND CONDITIONS

CONTRACTUAL AGREEMENT

This RFP shall be included and incorporated in the negotiated contract. The order of contractual precedence will be the negotiated contract, followed by this RFP document, and finally Vendor's response to this RFP. Any and all legal action necessary to enforce the award will be held in Jackson County and the contractual obligations will be interpreted according to the laws of Texas. A standard contract or agreement required must be enclosed at time of proposal response submittal.

COMPLIANCE WITH LAWS

The parties to the resultant agreement shall comply with the provisions of all applicable federal, state, county, and local laws, ordinances, regulations, and codes (including procurement of any required permits or certificates) in their respective performance thereunder including, but not limited to, the standards promulgated by the Occupational Safety and Health Act, Executive Order 11246, as amended, relative to Equal Employment Opportunity, Section 503, or the Rehabilitation Act of 1973, and Section 402 of the Vietnam Era Veterans' Readjustment Assistance Act of 1974, and all applicable laws, ordinances, and regulations concerning immigrants and nondiscrimination in the employment of minorities, females, veterans, and the handicapped. Irrespective of whether a specification is furnished, if products, services, or containers furnished are required to be constructed, packaged, labeled, or registered in a prescribed manner, the service provider shall comply with the federal law and with applicable state or local law. The service provider agrees to indemnify the Mathis School District and defend the Mathis School District against any claims, loss, or damage sustained because of its noncompliance hereunder.

Federal, state, county and local laws, ordinances, rules, and regulations that in any manner affect the items covered herein apply. Lack of knowledge by the Vendor will in no way be a cause for relief from responsibility.

Vendors doing business with the District are prohibited from discriminating against any employee, applicant for employment, or client because of race, creed, color, ancestry, religion, national origin, sex, or age with regard to, but not limited to, the following: employment practices, rates of pay or other compensation methods and training selection.

UNIFORM COMMERCIAL CODE

The Uniform Commercial Code shall prevail as the basis for contractual obligations between the awarded Vendor and the Mathis School District for any terms and conditions not specifically stated in this RFP.

VENDOR'S RESPONSIBILITY

Each Vendor is required, before submitting their proposal, to carefully examine the RFP specifications and to completely familiarize themselves with all of the terms and conditions that are contained within this RFP. Ignorance on the part of the Vendor will in no way relieve them of any of the obligations and responsibilities that are part of this RFP.

CONFLICT OF INTEREST

The award hereunder is subject to provision of state statutes. All vendors must disclose with their RFP the name of any officer, director, or agent who is also an employee of the Mathis School District or on its Board. Further, all vendors must disclose the name of any District employee who owns, directly or indirectly, interest of 10 percent (10%) or more in the vendor's firm or any of its branches.

NON-COLLUSION

The vendor certifies their proposal is made without prior understanding, agreement, or connection with any corporation, firm or person submitting a response for the same materials, services, or equipment and is in all respects fair and without collusion or fraud.

AVAILABILITY OF FUNDS

The obligations of the Mathis School District under this award are subject to the availability of funds lawfully appropriated for its purpose by the state and the Mathis School District Board.

All purchases are contingent upon available District funding.

BANKRUPTCY OR INSOLVENCY

At the time of submittal of proposal, the firm shall not be in the process or engaged in any type of proceedings of insolvency or bankruptcy, either voluntary or involuntary, or receivership proceedings. If the firm is awarded a contract for six (6) months or longer and files for bankruptcy, insolvency, or receivership, the District may, at its option, terminate and cancel said contract, in which event all rights hereunder shall immediately cease and terminate.

RIGHT TO TERMINATE

In the event that any of the provisions of the proposal are violated by the successful Vendor, the District may serve written notice upon such Vendor of its intention to terminate the contract. However, the liability of such Vendor and his surety for any and all such violation(s) shall not be affected by any such termination.

ADMINISTRATOR OF FACILITIES MANAGEMENT

The Superintendent of Operations and Finance Officer are hereby designated as the direct representative of the Mathis School District and shall settle all disputes, questions, or doubts that may arise as to the meaning of any clause in these specifications and decisions shall be final and conclusive.

COMPENSATION INSURANCE

The Vendor shall maintain, during the life of the contract, Workers' Compensation insurance in accordance with Texas law. Vendors shall require all sub-vendors to maintain such insurance during the life of this contract.

E-VERIFY COMPLIANCE

Pursuant to Texas Revised Statute 285.530, Vendor shall be enrolled and participate in a federal work authorization program with respect to the employees working in connection with the contracted services being provided, or to be provided, to the District. In addition, Vendor must affirm the same through sworn affidavit and provision of documentation. In addition, Vendor must sign an affidavit that it does not knowingly employ any person who is an unauthorized alien in connection with the services being provided, or to be provided, to the District.

VENDOR'S PROTECTIVE LIABILITY

The policies for public liability and property damage insurance must be written as to include contingent liability and contingent property damage insurance to protect the contract against claims arising from the operation of sub-vendors.

PROOF OF INSURANCE

Certificates of Insurance, as outlined herein, shall be furnished to the Mathis School District within ten (10) business days of the notification of the intent to award the contract. Certificates of Insurance shall provide a minimum of thirty (30) day notice of cancellation to the Mathis School District. These Certificates of Insurance shall be sent to 13015 10th Street, Grandview, Texas 64030. All general liability policies must include wording covering sexual molestation and abuse. Mathis School District must be named as an additional insured under the Vendor's general liability policies.

DURATION OF INSURANCE POLICIES

All insurance policies herein specified shall be in force for the term of the contract and contain a rider that the insurance policies are non-cancelable without a thirty (30) day prior written notice to the parties insured.

PUBLIC LIABILITY INSURANCE

Insurance shall be in an amount not less than \$1,000,000 for bodily injuries, including wrongful death to any one person, and subject to the same limits for each person, in an amount not less than \$2,000,000 on account of all accidents.

PROPERTY DAMAGE INSURANCE

Insurance shall be in an amount not less than \$1,000,000 for damages on account of any one accident, and in an amount not less than \$2,000,000 for damages on account of all accidents. Automobile property damage shall be not less than \$1,000,000. The limits specified herein are minimum limits.

UMBRELLA POLICY

Insurance shall be in an amount not less than \$2,000,000 to cover general liability, automobile, and workers compensation.

HOLD HARMLESS AND INDEMNIFICATION AGREEMENT

The Vendor shall assume full responsibility for and shall indemnify the Mathis School District for any and all loss or damage of whatsoever kind and nature to all the Mathis School District property in their custody for service under this agreement, resulting in part from the negligent act or omission of the sub-vendor, or employee, agent or representative of the Vendor.

PROTECTION OF PROPERTY

The successful Vendor shall at all times guard from damage or loss the property of the Mathis School District or others, and Vendor shall replace or repair any loss or damage unless caused by a Mathis School District employee or others. The Mathis School District may withhold payment or make such deductions as it might deem necessary to ensure reimbursement for loss or damage to property through negligence of the successful Vendor or their agents.

PRIOR YEAR MAINTENANCE, CUSTODIAL AND LAWN CARE EXPENSES:

Year	Payroll	Contracted Serv.	Supplies	Other	Gross Total
2020	\$1,064,865	\$644,086	\$344,041	\$33,872	\$2,086,864
2019	\$905,698	\$657,333	\$223,790	\$ 6,510	\$1,793,331
2018	\$992,990	\$742,776	\$215,592	\$ 1,119	\$1,952,477