

**CONTRACTUAL JANITORIAL SERVICES FOR THE
CITY HALL & CITY HALL ANNEX &/OR POLICE DEPARTMENT & DISPATCH AREA**

Notice is hereby given that the City of Fort Stockton is accepting sealed bids from individuals interested in providing Contractual Janitorial Services for the City of Fort Stockton; on a daily basis; **5 days weekly after 6:00 p.m.** Offices include City Hall, City Hall Annex, Police Department and Dispatch Area. **Bid amounts can be submitted for City Hall & City Hall Annex OR the Fort Stockton Police Department and Dispatch Area OR a Complete Package for the Four (4) Locations.**

The individual(s) awarded the bid(s) must provide sufficient personnel to effectively manage the required duties to maintain a clean office environment for both locations, which means providing an alternate to clean in their absence. Eligibility to work in and around the buildings will be determined by the City Manager. Individuals being considered for this Contractual Service will be subject to an extensive background check.

Contractor(s) Shall Perform General Cleaning Tasks Daily &/or As May Be Required:

- **Interior & Exterior Areas:** Carpet/spot cleaning, vacuuming, deep mopping, sweeping, waxing/buffing floors, interior cleaning of all furnishings, glass and stainless steel cleaning, spot cleaning of walls, thorough cleaning of the breakroom and restrooms, trash removal, interior/exterior windows, etc.
- **The Contractor(s) Shall Furnish All of the Required Cleaning Products & Janitorial Equipment.**

Repeated failure to meet performance expectations may result in termination of the contract. Contractors are prohibited from being unauthorized children or persons to work.

Inquires related to this bid may be made by contacting City Secretary Marina Cantu @ (432) 336-8525, Ext. 115 or may be picked up at the City of Fort Stockton, 121 West Second Street, Fort Stockton, Texas 79735, between the hours of 8:00 a.m.-5:00 p.m., Monday through Friday.

Sealed bids must be received no later than **4:00 p.m., Thursday, October 14, 2021** and submitted to **City Secretary Marina A. Cantu, P.O. Box 1000 or 121 West Second Street, Fort Stockton, Texas 79735**, where they will be opened publicly and read aloud. The approved bid will be awarded during the Regular City Council Meeting scheduled for **Tuesday, October 26, 2021 @ 5:30 p.m.**

Sealed Envelopes Shall Be Marked:

“CUSTODIAL/JANITORIAL SERVICES FOR CITY HALL & CITY HALL ANNEX”

&/OR

“POLICE DEPARTMENT & DISPATCH AREA”

The City of Fort Stockton reserves the right to award a contract to a single contractor or to several contractors, if advantageous to the City. The City reserves the right to accept or to reject any &/or all bids, to waive irregularities or informalities in bids received. The City of Fort Stockton is an Affirmative Action/Equal Opportunity Employer.

By order of the City Council at a Regular Meeting held on the 14th day of September, 2021.



Marina A. Cantu, City Secretary