

NEBRASKA DEPARTMENT OF TRANSPORTATION

SERVICE CONTRACT AMENDMENT

	CONTRACT NUMBER 106195 O4 - QA2301 S2
CONTRACTOR 1893154 / 9710	BUYER Gayle Dietz
VENDOR NAME AND ADDRESS: ServiceMaster PBM of Lincoln 2626 O St. Lincoln, NE 68510	
VENDOR CONTACT INFORMATION	DESCRIPTION OF SERVICE
Name: Reid Morrow Phone: 402-476-2194 Cell: 402-429-8270 Fax: 402-476-2327 E-Mail: rmorrow@smpbm.com	Janitorial Services for Central Complex, Operations Campus, District One, Salt Valley Maintenance, Scale Buildings

Amendment Two as Attached (12/23/25 bjw)

EFFECTIVE DATES OF CONTRACT

November 01, 2025 through October 31, 2026.

EXPIRATION DATE

This contract will expire one (1) year from the effective date.

RENEWALS

This contract may be renewed for three (3) additional one (1) year period when mutually agreeable to the contractor and the Nebraska Department of Transportation (NDOT).

EXTENSION PERIOD

State reserves the right and sole discretion to extend this contract beyond the expiration date.

NON-EXCLUSIVITY

This contract is not an exclusive contract to furnish the services shown below and does not preclude the purchase of similar services from other sources.

ORIGINAL BID DOCUMENT: R306-23

Total Annual Contract: \$ 782,768.85

The parties have executed this contract as of the date of execution by both parties below:

State of Nebraska Dept. of Transportation

By: Rita Kucera

97519D62FFCF460...

Name: Rita Kucera

Title: NDOT Materiel Administrator

Date: January 23, 2026

Nebraska Department
Of Transportation
Operations Division
PO Box 94759
Lincoln, NE 68509-4759

PROJECT REQUIREMENTS

The work and responsibilities described in this section represents the minimum acceptable performance under proposal # R306-23 but are not intended to limit the activities of the Contractor, which are necessary to provide the degree of service intended by this proposal. All work will be performed utilizing best practices of the trade and of skilled workers.

1. The Contractor shall provide management, supervision, transportation, and required labor to plan, schedule, coordinate and ensure completion of all work and services as specified in RFP #R306-23. All work shall be performed in a professional manner and in the best interest of maintaining a clean presentable building at all times.
2. In addition, the Contractor shall provide the equipment, supplies, and consumable products as specified within RFP #R306-23 and any other items necessary to complete the work.
3. The Nebraska Department of Transportation reserves the right to increase or decrease facility square footage requiring janitorial cleaning. Contractor should provide an "Optional Bid Price" of a cost per square foot on Attachment B Cost Proposal Bid Sheet for the purpose of adding or deleting square footage.
4. The Contractor shall provide janitorial services on a periodic basis as specified under section V.O. Site Specific Information/Requirements and Work Schedule of the RFP. However, in undertaking this service, the contractor recognizes that some area of the building will receive more traffic and soil than others and agrees to perform all necessary services on a schedule directed by NDOT which will maintain a uniform high level of cleanliness throughout all the areas.
5. The minimum workforce hours are not specified; however, the Contractor must staff sufficient man hours to meet all requirements as specified in RFP # R306-23.
6. Janitorial services will not interfere with normal State of Nebraska activities without the prior approval of the NDOT Facilities Maintenance Manager or designated State representative in charge of the area. NDOT contact information shall be provided to the Contractor at the commencement of the contract.
7. The Contractor shall develop and implement a process of measurement in the area of customer satisfaction and a janitorial quality control program. A customer satisfaction survey process shall be approved by NDOT and distributed on a quarterly basis to employees throughout NDOT designated facilities by the Contractor and the results shall be compiled by the Contractor and made available to NDOT within seven (7) business days. The janitorial quality control program must be able to track and identify problem areas and provide daily inspections results and monthly performance reports and shall be submitted electronically on a daily and monthly basis to the NDOT Facilities Maintenance Manager or designated State representative for review.

INCORPORATION

This contract and the following documents constitute the entirety of the contract:

- a. Request for Proposal and Addenda;
- b. Amendments to the RFP;
- c. Questions and Answers;
- d. Contractor's proposal (RFP and properly submitted documents);
- e. The executed Contract and Addendum One to Contract, if applicable; and,
- f. Amendments/Addendums to the Contract.

ORDER OF PRECEDENCE

Unless otherwise specifically stated in a future contract amendment, in case of any conflict between the incorporated documents, the documents shall govern in the following order of preference with number one (1) receiving preference over all other documents and with each lower numbered document having preference over any higher numbered document: 1) Amendment to the executed Contract with the most recent dated amendment having the highest priority, 2) executed Contract and any attached Addenda, 3) Amendments to RFP and any Questions and Answers, 4) the original RFP document and any Addenda, and 5) the Contractor's submitted Proposal.

Line #	DESCRIPTION	QTY	PRICE	EXTENDED PRICE
1	#00201 Central Office Building Nightly, Daily, Weekly, and Monthly Core Duties	12 months	\$29,139.17	\$349,669.98
2	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	26 bi-weekly	\$443.56	\$11,532.46
3	Clean all marble and tile wall surfaces with appropriate cleaner	3 annually	\$739.26	\$2,217.78
4	Hot water extraction, clean all carpeted areas including all entrance mats	2 annually	\$6,976.15	\$13,952.30
5	Strip and Re-apply new finish to hard surface floors	1 annually	\$5,593.73	\$5,593.73
6	Clean all interior and exterior glass including transoms	1 annually	\$1,232.10	\$1,232.10
7	Clean both sides of the interior magnetic storm windows with a non-abrasive window cleaner	1 annually	\$369.63	\$369.63
Line #	OPTIONAL LINE ITEMS	QTY	PRICE	EXTENDED PRICE
8	Price per square foot for the purpose of adding or deleting square footage (<i>price per square foot</i>)	100	\$.065	\$6.50
9	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative (<i>hourly rate per custodian</i>)	10	\$32.00	\$320.00
10	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours (<i>hourly rate per custodian</i>)	10	\$65.00	\$650.00
Line #	DESCRIPTION	QTY	PRICE	EXTENDED PRICE
11	#00202 Nebraska Department of Transportation Building Daily, Nightly, Weekly, and Monthly Core Duties	12 months	\$4,558.77	\$54,705.24
12	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	26 bi-weekly	\$147.85	\$3,844.15
13	Clean all tile wall surfaces with appropriate cleaner	3 annually	\$369.63	\$1,108.89
14	Hot water extraction, clean all carpeted areas including all area mats	2 annually	\$1,437.86	\$2,875.72
15	Strip and Re-apply new finish to hard surface floors	1 annually	\$1,527.80	\$1,527.80
16	Clean all interior and exterior glass including transoms. Clean blinds in between the glazing panels of windows and remove the interior glazing panels and cleaned on both sides. Clean interior screens	1 annually	\$616.05	\$616.05
Line #	OPTIONAL LINE ITEMS	QTY	PRICE	EXTENDED PRICE
17	Price per square foot for the purpose of adding or deleting square footage (<i>price per square foot</i>)	100	\$.065	\$6.50
18	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative (<i>hourly rate per custodian</i>)	10	\$32.00	\$320.00
19	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours (<i>hourly rate per custodian</i>)	10	\$65.00	\$650.00
Line #	DESCRIPTION	QTY	PRICE	EXTENDED PRICE
20	#00203 Materials and Research (M&R) Building Nightly, Weekly, and Monthly Duties	12 months	\$5,014.65	\$60,175.76

21	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	26 bi-weekly	\$147.85	\$3,844.15
22	Clean all tile wall surfaces with appropriate cleaner	3 annually	\$123.21	\$369.63
23	Hot water extraction clean, all carpeted areas including all area mats	2 annually	\$1,786.55	\$3,573.09
24	Strip and Re-apply new finish to hard surface floors	1 annually	\$4,632.70	\$4,632.70
25	Clean all interior and exterior glass including transoms. Clean blinds in between the glazing panels of windows and remove the interior glazing panels and cleaned on both sides. Clean interior screens	1 annually	\$1,170.50	\$1,170.50
Line #	OPTIONAL LINE ITEMS	QTY	PRICE	EXTENDED PRICE
26	Price per square foot for the purpose of adding or deleting square footage (<i>price per square foot</i>)	100	\$.065	\$6.50
27	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative (<i>hourly rate per custodian</i>)	10	\$32.00	\$320.00
28	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours (<i>hourly rate per custodian</i>)	10	\$65.00	\$650.00
Line #	DESCRIPTION	QTY	PRICE	EXTENDED PRICE
29	#00101 Operations Nightly, Weekly, and Monthly Duties	12 monthly	\$4,946.88	\$59,362.58
30	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	26 bi-weekly	\$443.56	\$11,532.46
31	Clean all tile wall surfaces with appropriate cleaner	3 annually	\$123.21	\$369.63
32	Hot water extraction clean, all carpeted areas including all area mats	2 annually	\$154.01	\$308.03
33	Strip and Re-apply new finish to hard surface floors	1 annually	\$4,065.93	\$4,065.93
34	Clean all interior and exterior glass including transoms	1 annually	\$739.26	\$739.26
35	Wash all high bay shop light fixture lens in the Fleet Shop	1 annually	\$554.45	\$554.45
Line #	OPTIONAL LINE ITEMS	QTY	PRICE	EXTENDED PRICE
36	Price per square foot for the purpose of adding or deleting square footage (<i>price per square foot</i>)	100	\$.065	\$6.50
37	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative (<i>hourly rate per custodian</i>)	10	\$32.00	\$320.00
38	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours (<i>hourly rate per custodian</i>)	10	\$65.00	\$650.00
Line #	DESCRIPTION	QTY	PRICE	EXTENDED PRICE
39	#00102 Weld Shop Building Nightly, Weekly, and Monthly Duties	12 months	\$406.59	\$4,879.12
40	Hot Water Extraction clean, all carpeted areas including all area mats	2 annually	\$104.73	\$209.46
41	Clean all interior and exterior glass including transoms	1 annually	\$61.61	\$61.61

Line #	OPTIONAL LINE ITEMS	QTY	PRICE	EXTENDED PRICE
42	Price per square foot for the purpose of adding or deleting square footage (<i>price per square foot</i>)	100	\$.065	\$6.50
43	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative (<i>hourly rate per custodian</i>)	10	\$32.00	\$320.00
44	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours (<i>hourly rate per custodian</i>)	10	\$65.00	\$650.00
Line #	DESCRIPTION	QTY	PRICE	EXTENDED PRICE
45	#00103 Electronic-Traffic Counter Shop Nightly, Weekly, and Monthly Duties	12 months	\$813.19	\$9,758.23
46	Hot water extraction clean, all carpeted areas including all area mats	2 annually	\$104.73	\$209.46
47	Clean all interior and exterior glass including transoms	1 annually	\$61.61	\$61.61
Line #	OPTIONAL LINE ITEMS	QTY	PRICE	EXTENDED PRICE
48	Price per square foot for the purpose of adding or deleting square footage (<i>price per square foot</i>)	100	\$.065	\$6.50
49	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative (<i>hourly rate per custodian</i>)	10	\$32.00	\$320.00
50	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours (<i>hourly rate per custodian</i>)	10	\$65.00	\$650.00
Line #	DESCRIPTION	QTY	PRICE	EXTENDED PRICE
51	#00110 Groundskeeper Shop Nightly, Weekly, and Monthly Duties	12 monthly	\$1,030.04	\$12,360.43
52	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	26 bi-weekly	\$73.93	\$1,922.08
53	Hot water extraction clean, all carpeted areas including all area mats	2 annually	\$104.73	\$209.46
54	Clean all interior and exterior glass including transoms	1 annually	\$73.93	\$73.93
Line #	OPTIONAL LINE ITEMS	QTY	PRICE	EXTENDED PRICE
55	Price per square foot for the purpose of adding or deleting square footage (<i>price per square foot</i>)	100	\$.065	\$6.50
56	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative (<i>hourly rate per custodian</i>)	10	\$32.00	\$320.00
57	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours (<i>hourly rate per custodian</i>)	10	\$65.00	\$650.00
Line #	DESCRIPTION	QTY	PRICE	EXTENDED PRICE
58	#00111 Bridge Inspection Building Nightly, Weekly, and Monthly Duties	12 months	\$813.19	\$9,758.23
59	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	26 bi-weekly	\$73.93	\$1,922.08
60	Hot water extraction clean, all carpeted areas including all area mats	2 annually	\$104.73	\$209.46

61	Clean all interior and exterior glass including transoms	1 annually	\$73.93	\$73.93
Line #	OPTIONAL LINE ITEMS	QTY	PRICE	EXTENDED PRICE
62	Price per square foot for the purpose of adding or deleting square footage (<i>price per square foot</i>)	100	\$.065	\$6.50
63	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative (<i>hourly rate per custodian</i>)	10	\$32.00	\$320.00
64	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours (<i>hourly rate per custodian</i>)	10	\$65.00	\$650.00
Line #	DESCRIPTION	QTY	PRICE	EXTENDED PRICE
65	#00113 Engineering Field Office Nightly, Weekly, and Monthly Duties	12 months	\$813.19	\$9,758.23
66	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	26 bi-weekly	\$73.93	\$1,922.08
67	Hot water extraction clean, all carpeted areas including all area mats	2 annually	\$374.56	\$749.12
68	Strip and Re-apply new finish to hard surface floors	1 annually	\$172.49	\$172.49
69	Clean all interior and exterior glass including transoms	1 annually	\$73.93	\$73.93
Line #	OPTIONAL LINE ITEMS	QTY	PRICE	EXTENDED PRICE
70	Price per square foot for the purpose of adding or deleting square footage (<i>price per square foot</i>)	100	\$.065	\$6.50
71	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative (<i>hourly rate per custodian</i>)	10	\$32.00	\$320.00
72	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours (<i>hourly rate per custodian</i>)	10	\$65.00	\$650.00
Line #	DESCRIPTION	QTY	PRICE	EXTENDED PRICE
73	#10101 District One Shop and Office Building Nightly, Weekly, and Monthly Duties	12 months	\$5,739.12	\$68,869.46
74	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	26 bi-weekly	\$147.85	\$3,844.15
75	Hot water extraction clean, all carpeted areas including all area mats	2 annually	\$394.27	\$788.54
76	Clean all transoms, interior, and exterior windows including the windows in the shop area	2 annually	\$492.84	\$985.68
77	Strip and Re-apply new finish to hard surface floors including the hard surface floors in the main building and offices in the shop	1 annually	\$5,562.93	\$5,562.93
Line #	OPTIONAL LINE ITEMS	QTY	PRICE	EXTENDED PRICE
78	Price per square foot for the purpose of adding or deleting square footage (<i>price per square foot</i>)	100	\$.065	\$6.50
79	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative (<i>hourly rate per custodian</i>)	10	\$32.00	\$320.00

80	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours (<i>hourly rate per custodian</i>)	10	\$65.00	\$650.00
Line #	DESCRIPTION	QTY	PRICE	EXTENDED PRICE
81	#10201 Salt Valley Maintenance Shop and Office Building Nightly, Weekly, and Monthly Duties	12 months	\$209.46	\$2,513.48
82	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	26 bi-weekly	\$73.93	\$1,922.08
83	Clean all transoms, interior, and exterior windows including the windows in the shop area	2 annually	\$73.93	\$147.85
84	Hot water extraction clean, all carpeted areas including all area mats	2 annually	\$104.73	\$209.46
85	Strip and Re-apply new finish to hard surface floors including the hard surface floors in the offices in the shop	1 annually	\$443.56	\$443.56
Line #	OPTIONAL LINE ITEMS	QTY	PRICE	EXTENDED PRICE
86	Price per square foot for the purpose of adding or deleting square footage (<i>price per square foot</i>)	100	\$.065	\$6.50
87	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative (<i>hourly rate per custodian</i>)	10	\$32.00	\$320.00
88	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours (<i>hourly rate per custodian</i>)	10	\$65.00	\$650.00
Line #	DESCRIPTION	QTY	PRICE	EXTENDED PRICE
89	#15701 Eastbound I-80 Scale Office Thrice-Weekly, Weekly, and Monthly Duties	12 months	\$558.14	\$6,697.70
90	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	26 bi-weekly	\$73.93	\$1,922.08
91	Power wash deck and pit in the inspection bay	3 annually	\$246.42	\$739.26
92	Strip and Re-apply new finish to hard surface floors	1 annually	\$394.27	\$394.27
93	Clean all interior and exterior glass including transoms	1 annually	\$73.93	\$73.93
Line #	OPTIONAL LINE ITEMS	QTY	PRICE	EXTENDED PRICE
94	Price per square foot for the purpose of adding or deleting square footage (<i>price per square foot</i>)	100	\$.065	\$6.50
95	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative (<i>hourly rate per custodian</i>)	10	\$32.00	\$320.00
96	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours (<i>hourly rate per custodian</i>)	10	\$65.00	\$650.00
Line #	DESCRIPTION	QTY	PRICE	EXTENDED PRICE
97	#15801 Westbound I-80 Scale Office Thrice-Weekly, Weekly, and Monthly Duties	12 months	\$558.14	\$6,697.70
98	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	26 bi-weekly	\$73.93	\$1,922.08
99	Power wash deck and pit in the inspection bay	3 annually	\$246.42	\$739.26

100	Strip and Re-apply new finish to hard surface floors	1 annually	\$394.27	\$394.27
101	Clean all interior and exterior glass including transoms	1 annually	\$73.93	\$73.93
Line #	OPTIONAL LINE ITEMS	QTY	PRICE	EXTENDED PRICE
102	Price per square foot for the purpose of adding or deleting square footage (<i>price per square foot</i>)	100	\$.065	\$6.50
103	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative (<i>hourly rate per custodian</i>)	10	\$32.00	\$320.00
104	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours (<i>hourly rate per custodian</i>)	10	\$65.00	\$650.00
Line #	DESCRIPTION	QTY	PRICE	EXTENDED PRICE
105	#15601 Waverly Scale Office Weekly, and Monthly Duties	12 months	\$558.14	\$6,697.70
106	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	26 bi-weekly	\$73.93	\$1,922.08
107	Power wash deck and pit in the inspection bay	3 annually	\$246.42	\$739.26
108	Strip and Re-apply new finish to hard surface floors	1 annually	\$394.27	\$394.27
109	Clean all interior and exterior glass including transoms	1 annually	\$73.93	\$73.93
Line #	OPTIONAL LINE ITEMS	QTY	PRICE	EXTENDED PRICE
110	Price per square foot for the purpose of adding or deleting square footage (<i>price per square foot</i>)	100	\$.065	\$6.50
111	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative (<i>hourly rate per custodian</i>)	10	\$32.00	\$320.00
112	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours (<i>hourly rate per custodian</i>)	10	\$65.00	\$650.00
	Estimated Annual Total			\$782,768.85

AMENDMENT TWO
Contract Number 106195-O4/QA2301 S2

Central Complex, Operations and D1 Janitorial Services

Between
the Nebraska Department of Transportation
And
ServiceMaster PBM of Lincoln

THIS AMENDMENT is entered into by and between the Nebraska Department of Transportation ("NDOT") and ServiceMaster PBM of Lincoln ("Vendor").

WHEREAS, the NDOT has a contract with Vendor identified as 106195-O4/QA2301 S2 for use by the NDOT and other entities with an original start date of November 01, 2025 and end date of October 31, 2026.

WHEREAS, the terms of the contract specifically state that the contract may be amended when mutually agreeable to the NDOT and the Vendor.

WHEREAS, the second renewal of the above-named contract expires on October 31, 2026.

NOW, THEREFORE, it is agreed by the parties to amend the contract as follows:

1. Line(s) 1 through 110 will be deleted and replaced to the contract as follows:

Line #	DESCRIPTION	QTY	PRICE	EXTENDED PRICE
1	#00201 Central Office Building Nightly, Daily, Weekly, and Monthly Core Duties	12 months	\$29,139.17	\$349,669.98
2	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	26 bi-weekly	\$443.56	\$11,532.46
3	Clean all marble and tile wall surfaces with appropriate cleaner	3 annually	\$739.26	\$2,217.78
4	Hot water extraction, clean all carpeted areas including all entrance mats	2 annually	\$6,976.15	\$13,952.30
5	Strip and Re-apply new finish to hard surface floors	1 annually	\$5,593.73	\$5,593.73
6	Clean all interior and exterior glass including transoms	1 annually	\$1,232.10	\$1,232.10
7	Clean both sides of the interior magnetic storm windows with a non-abrasive window cleaner	1 annually	\$369.63	\$369.63
Line #	OPTIONAL LINE ITEMS	QTY	PRICE	EXTENDED PRICE
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11	#00202 Nebraska Department of Transportation Building Daily, Nightly, Weekly, and Monthly Core Duties	12 months	\$4,558.77	\$54,705.24

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13	Clean all tile wall surfaces with appropriate cleaner	3 annually	\$369.63	\$1,108.89
14	Hot water extraction, clean all carpeted areas including all area mats	2 annually	\$1,437.86	\$2,875.72
15	Strip and Re-apply new finish to hard surface floors	1 annually	\$1,527.80	\$1,527.80
16	Clean all interior and exterior glass including transoms. Clean blinds in between the glazing panels of windows and remove the interior glazing panels and cleaned on both sides. Clean interior screens	1 annually	\$616.05	\$616.05
Line #	OPTIONAL LINE ITEMS	QTY	PRICE	EXTENDED PRICE
17	Price per square foot for the purpose of adding or deleting square footage (<i>price per square foot</i>)	100	\$.065	\$6.50
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22	Clean all tile wall surfaces with appropriate cleaner	3 annually	\$123.21	\$369.63
23	Hot water extraction clean, all carpeted areas including all area mats	2 annually	\$1,786.55	\$3,573.09
24	Strip and Re-apply new finish to hard surface floors	1 annually	\$4,632.70	\$4,632.70
25	Clean all interior and exterior glass including transoms. Clean blinds in between the glazing panels of windows and remove the interior glazing panels and cleaned on both sides. Clean interior screens	1 annually	\$1,170.50	\$1,170.50
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Line #	DESCRIPTION	QTY	PRICE	EXTENDED PRICE
29	#00101 Operations Nightly, Weekly, and Monthly Duties	12 monthly	\$4,946.88	\$59,362.58
30	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	26 bi-weekly	\$443.56	\$11,532.46

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32	Hot water extraction clean, all carpeted areas including all area mats	2 annually	\$154.01	\$308.03
33	Strip and Re-apply new finish to hard surface floors	1 annually	\$4,065.93	\$4,065.93
34	Clean all interior and exterior glass including transoms	1 annually	\$739.26	\$739.26
35	Wash all high bay shop light fixture lens in the Fleet Shop	1 annually	\$554.45	\$554.45
Line #	OPTIONAL LINE ITEMS	QTY	PRICE	EXTENDED PRICE
36	Price per square foot for the purpose of adding or deleting square footage (<i>price per square foot</i>)	100	\$.065	\$6.50
37	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative (<i>hourly rate per custodian</i>)	10	\$32.00	\$320.00
38	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours (<i>hourly rate per custodian</i>)	10	\$65.00	\$650.00
Line #	DESCRIPTION	QTY	PRICE	EXTENDED PRICE
39	#00102 Weld Shop Building Nightly, Weekly, and Monthly Duties	12 months	\$406.59	\$4,879.12
40	Hot Water Extraction clean, all carpeted areas including all area mats	2 annually	\$104.73	\$209.46
41	Clean all interior and exterior glass including transoms	1 annually	\$61.61	\$61.61
Line #	OPTIONAL LINE ITEMS	QTY	PRICE	EXTENDED PRICE
42	Price per square foot for the purpose of adding or deleting square footage (<i>price per square foot</i>)	100	\$.065	\$6.50
43	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative (<i>hourly rate per custodian</i>)	10	\$32.00	\$320.00
44	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours (<i>hourly rate per custodian</i>)	10	\$65.00	\$650.00
Line #	DESCRIPTION	QTY	PRICE	EXTENDED PRICE
45	#00103 Electronic-Traffic Counter Shop Nightly, Weekly, and Monthly Duties	12 months	\$813.19	\$9,758.23
46	Hot water extraction clean, all carpeted areas including all area mats	2 annually	\$104.73	\$209.46
47	Clean all interior and exterior glass including transoms	1 annually	\$61.61	\$61.61
Line #	OPTIONAL LINE ITEMS	QTY	PRICE	EXTENDED PRICE
48	Price per square foot for the purpose of adding or deleting square footage (<i>price per square foot</i>)	100	\$.065	\$6.50
49	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative (<i>hourly rate per custodian</i>)	10	\$32.00	\$320.00
50	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours (<i>hourly rate per custodian</i>)	10	\$65.00	\$650.00

Line #	DESCRIPTION	QTY	PRICE	EXTENDED PRICE
51	#00110 Groundskeeper Shop Nightly, Weekly, and Monthly Duties	12 monthly	\$1,030.04	\$12,360.43
52	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	26 bi-weekly	\$73.93	\$1,922.08
53	Hot water extraction clean, all carpeted areas including all area mats	2 annually	\$104.73	\$209.46
54	Clean all interior and exterior glass including transoms	1 annually	\$73.93	\$73.93
Line #	OPTIONAL LINE ITEMS	QTY	PRICE	EXTENDED PRICE
55	Price per square foot for the purpose of adding or deleting square footage (<i>price per square foot</i>)	100	\$.065	\$6.50
56	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative (<i>hourly rate per custodian</i>)	10	\$32.00	\$320.00
57	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours (<i>hourly rate per custodian</i>)	10	\$65.00	\$650.00
Line #	DESCRIPTION	QTY	PRICE	EXTENDED PRICE
58	#00111 Bridge Inspection Building Nightly, Weekly, and Monthly Duties	12 months	\$813.19	\$9,758.23
59	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	26 bi-weekly	\$73.93	\$1,922.08
60	Hot water extraction clean, all carpeted areas including all area mats	2 annually	\$104.73	\$209.46
61	Clean all interior and exterior glass including transoms	1 annually	\$73.93	\$73.93
Line #	OPTIONAL LINE ITEMS	QTY	PRICE	EXTENDED PRICE
62	Price per square foot for the purpose of adding or deleting square footage (<i>price per square foot</i>)	100	\$.065	\$6.50
63	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative (<i>hourly rate per custodian</i>)	10	\$32.00	\$320.00
64	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours (<i>hourly rate per custodian</i>)	10	\$65.00	\$650.00
Line #	DESCRIPTION	QTY	PRICE	EXTENDED PRICE
65	#00113 Engineering Field Office Nightly, Weekly, and Monthly Duties	12 months	\$813.19	\$9,758.23
66	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	26 bi-weekly	\$73.93	\$1,922.08
67	Hot water extraction clean, all carpeted areas including all area mats	2 annually	\$374.56	\$749.12
68	Strip and Re-apply new finish to hard surface floors	1 annually	\$172.49	\$172.49
69	Clean all interior and exterior glass including transoms	1 annually	\$73.93	\$73.93
Line #	OPTIONAL LINE ITEMS	QTY	PRICE	EXTENDED PRICE

70	Price per square foot for the purpose of adding or deleting square footage (<i>price per square foot</i>)	100	\$.065	\$6.50
71	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative (<i>hourly rate per custodian</i>)	10	\$32.00	\$320.00
72	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours (<i>hourly rate per custodian</i>)	10	\$65.00	\$650.00
Line # DESCRIPTION QTY PRICE EXTENDED PRICE				
73	#10101 District One Shop and Office Building Nightly, Weekly, and Monthly Duties	12 months	\$5,739.12	\$68,869.46
74	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	26 bi-weekly	\$147.85	\$3,844.15
75	Hot water extraction clean, all carpeted areas including all area mats	2 annually	\$394.27	\$788.54
76	Clean all transoms, interior, and exterior windows including the windows in the shop area	2 annually	\$492.84	\$985.68
77	Strip and Re-apply new finish to hard surface floors including the hard surface floors in the main building and offices in the shop	1 annually	\$5,562.93	\$5,562.93
Line # OPTIONAL LINE ITEMS QTY PRICE EXTENDED PRICE				
78	Price per square foot for the purpose of adding or deleting square footage (<i>price per square foot</i>)	100	\$.065	\$6.50
79	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative (<i>hourly rate per custodian</i>)	10	\$32.00	\$320.00
80	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours (<i>hourly rate per custodian</i>)	10	\$65.00	\$650.00
Line # DESCRIPTION QTY PRICE EXTENDED PRICE				
81	#10201 Salt Valley Maintenance Shop and Office Building Nightly, Weekly, and Monthly Duties	12 months	\$209.46	\$2,513.48
82	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	26 bi-weekly	\$73.93	\$1,922.08
83	Clean all transoms, interior, and exterior windows including the windows in the shop area	2 annually	\$73.93	\$147.85
84	Hot water extraction clean, all carpeted areas including all area mats	2 annually	\$104.73	\$209.46
85	Strip and Re-apply new finish to hard surface floors including the hard surface floors in the offices in the shop	1 annually	\$443.56	\$443.56
Line # OPTIONAL LINE ITEMS QTY PRICE EXTENDED PRICE				
86	Price per square foot for the purpose of adding or deleting square footage (<i>price per square foot</i>)	100	\$.065	\$6.50
87	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative (<i>hourly rate per custodian</i>)	10	\$32.00	\$320.00
88	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours (<i>hourly rate per custodian</i>)	10	\$65.00	\$650.00

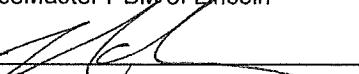
Line #	DESCRIPTION	QTY	PRICE	EXTENDED PRICE
89	#15701 Eastbound I-80 Scale Office Thrice-Weekly, Weekly, and Monthly Duties	12 months	\$558.14	\$6,697.70
90	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	26 bi-weekly	\$73.93	\$1,922.08
91	Power wash deck and pit in the inspection bay	3 annually	\$246.42	\$739.26
92	Strip and Re-apply new finish to hard surface floors	1 annually	\$394.27	\$394.27
93	Clean all interior and exterior glass including transoms	1 annually	\$73.93	\$73.93
Line #	OPTIONAL LINE ITEMS	QTY	PRICE	EXTENDED PRICE
94	Price per square foot for the purpose of adding or deleting square footage (<i>price per square foot</i>)	100	\$.065	\$6.50
95	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative (<i>hourly rate per custodian</i>)	10	\$32.00	\$320.00
96	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours (<i>hourly rate per custodian</i>)	10	\$65.00	\$650.00
Line #	DESCRIPTION	QTY	PRICE	EXTENDED PRICE
97	#15801 Westbound I-80 Scale Office Thrice-Weekly, Weekly, and Monthly Duties	12 months	\$558.14	\$6,697.70
98	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	26 bi-weekly	\$73.93	\$1,922.08
99	Power wash deck and pit in the inspection bay	3 annually	\$246.42	\$739.26
100	Strip and Re-apply new finish to hard surface floors	1 annually	\$394.27	\$394.27
101	Clean all interior and exterior glass including transoms	1 annually	\$73.93	\$73.93
Line #	OPTIONAL LINE ITEMS	QTY	PRICE	EXTENDED PRICE
102	Price per square foot for the purpose of adding or deleting square footage (<i>price per square foot</i>)	100	\$.065	\$6.50
103	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative (<i>hourly rate per custodian</i>)	10	\$32.00	\$320.00
104	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours (<i>hourly rate per custodian</i>)	10	\$65.00	\$650.00
Line #	DESCRIPTION	QTY	PRICE	EXTENDED PRICE
105	#15601 Waverly Scale Office Weekly, and Monthly Duties	12 months	\$558.14	\$6,697.70
106	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	26 bi-weekly	\$73.93	\$1,922.08
107	Power wash deck and pit in the inspection bay	3 annually	\$246.42	\$739.26
108	Strip and Re-apply new finish to hard surface floors	1 annually	\$394.27	\$394.27
109	Clean all interior and exterior glass including transoms	1 annually	\$73.93	\$73.93

Line #	OPTIONAL LINE ITEMS	QTY	PRICE	EXTENDED PRICE
110	Price per square foot for the purpose of adding or deleting square footage (<i>price per square foot</i>)	100	\$.065	\$6.50
111	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative (<i>hourly rate per custodian</i>)	10	\$32.00	\$320.00
112	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours (<i>hourly rate per custodian</i>)	10	\$65.00	\$650.00
	Estimated Annual Total			\$782,768.85

3. This Amendment and any attachments hereto will become part of the Contract. Except as set forth in this Amendment, the Contract is unaffected and shall continue in full force and effect in accordance with its terms. If there is conflict between this Amendment and the Contract or any earlier amendment, the terms of this Amendment will prevail.

IN WITNESS WHEREOF, this amendment is entered into as of January 01, 2026 (the "Effective Date").

Nebraska Department of Transportation
 Rita Kucera
 By: 97519D62FFCF460...
 Name: Rita Kucera
 Title: NDOT Materiel Administrator
 Date: January 23, 2026

ServiceMaster PBM of Lincoln

 By: Reid Morrow
 Name: Reid Morrow
 Title: Presi...
 Date: 1/6/2025

NEBRASKA DEPARTMENT OF TRANSPORTATION

SERVICE CONTRACT AWARD

PAGE 1 of 181	CONTRACT NUMBER QA2301 Supplement 2
CONTRACTOR # 9710	BUYER Gayle Dietz
VENDOR NAME AND ADDRESS: ServiceMaster PBM of Lincoln 2626 O St. Lincoln, NE 68510	
VENDOR CONTACT INFORMATION	DESCRIPTION OF SERVICE
Name: Reid Morrow Phone: 402-476-2194 Cell: 402-429-8270 Fax: 402-476-2327 E-Mail: rmorrow@smpbm.com	Janitorial Services for Central Complex, Operations Campus, District One, Salt Valley Maintenance, Scale Buildings

Nebraska Department
Of Transportation
Operations Division
PO Box 94759
Lincoln, NE 68509-4759

EFFECTIVE DATES OF CONTRACT

November 01, 2025 through October 31, 2026. This contract is effective for the period specified, so long as it is signed by both parties on or before November 01, 2025.

EXPIRATION DATE

This contract will expire one (1) year from the effective date.

RENEWALS

This contract may be renewed for three (3) additional one (1) year period when mutually agreeable to the contractor and the Nebraska Department of Transportation (NDOT).

EXTENSION PERIOD

State reserves the right and sole discretion to extend this contract beyond the expiration date.

NON-EXCLUSIVITY

This contract is not an exclusive contract to furnish the services shown below and does not preclude the purchase of similar services from other sources.

ORIGINAL BID DOCUMENT: R306-23

Total Annual Contract: \$ 692,880.87.00

The parties have executed this contract as of the date of execution by both parties below:

State of Nebraska Dept. of Transportation

By: Tom Renninger
Tom Renninger
Name: _____
Title: Operations Division Manager
Date: 09-11-2025

Contractor: ServiceMaster PBM of Lincoln

By: Reid Morrow
Name: Reid Morrow
Title: President
Date: 9/3/2025

PROJECT REQUIREMENTS

The work and responsibilities described in this section represents the minimum acceptable performance under proposal # R306-23 but are not intended to limit the activities of the Contractor, which are necessary to provide the degree of service intended by this proposal. All work will be performed utilizing best practices of the trade and of skilled workers.

1. The Contractor shall provide management, supervision, transportation, and required labor to plan, schedule, coordinate and ensure completion of all work and services as specified in RFP #R306-23. All work shall be performed in a professional manner and in the best interest of maintaining a clean presentable building at all times.
2. In addition, the Contractor shall provide the equipment, supplies, and consumable products as specified within RFP #R306-23 and any other items necessary to complete the work.
3. The Nebraska Department of Transportation reserves the right to increase or decrease facility square footage requiring janitorial cleaning. Contractor should provide an "Optional Bid Price" of a cost per square foot on Attachment B Cost Proposal Bid Sheet for the purpose of adding or deleting square footage.
4. The Contractor shall provide janitorial services on a periodic basis as specified under section V.O. Site Specific Information/Requirements and Work Schedule of the RFP. However, in undertaking this service, the contractor recognizes that some area of the building will receive more traffic and soil than others and agrees to perform all necessary services on a schedule directed by NDOT which will maintain a uniform high level of cleanliness throughout all the areas.
5. The minimum workforce hours are not specified; however, the Contractor must staff sufficient man hours to meet all requirements as specified in RFP # R306-23.
6. Janitorial services will not interfere with normal State of Nebraska activities without the prior approval of the NDOT Facilities Maintenance Manager or designated State representative in charge of the area. NDOT contact information shall be provided to the Contractor at the commencement of the contract.
7. The Contractor shall develop and implement a process of measurement in the area of customer satisfaction and a janitorial quality control program. A customer satisfaction survey process shall be approved by NDOT and distributed on a quarterly basis to employees throughout NDOT designated facilities by the Contractor and the results shall be compiled by the Contractor and made available to NDOT within seven (7) business days. The janitorial quality control program must be able to track and identify problem areas and provide daily inspections results and monthly performance reports and shall be submitted electronically on a daily and monthly basis to the NDOT Facilities Maintenance Manager or designated State representative for review.

INCORPORATION

This contract and the following documents constitute the entirety of the contract:

- a. Request for Proposal and Addenda;
- b. Amendments to the RFP;
- c. Questions and Answers;
- d. Contractor's proposal (RFP and properly submitted documents);
- e. The executed Contract and Addendum One to Contract, if applicable; and,
- f. Amendments/Addendums to the Contract.

ORDER OF PRECEDENCE

Unless otherwise specifically stated in a future contract amendment, in case of any conflict between the incorporated documents, the documents shall govern in the following order of preference with number one (1) receiving preference over all other documents and with each lower numbered document having preference over any higher numbered document: 1) Amendment to the executed Contract with the most recent dated amendment having the highest priority, 2) executed Contract and any attached Addenda, 3) Amendments to RFP and any Questions and Answers, 4) the original RFP document and any Addenda, and 5) the Contractor's submitted Proposal.

AMENDMENT ONE
Contract QA2301 Supplement 1
Lincoln Area Janitorial Services,
Between
The Nebraska Department of Transportation and
ServiceMaster PBM of Lincoln

This Amendment (the "Amendment") is made by the Nebraska Department of Transportation (NDOT) and ServiceMaster PBM of Lincoln, parties to Contract QA2301 Supplement 1 (the "Contract") and upon mutual agreement and other valuable consideration the parties agree to and hereby amend the Contract upon Execution of Amendment to change ownership of ServiceMaster PBM of Lincoln to Reid Morrow in Lincoln, Nebraska, effective March 01, 2025.

This Amendment and any attachments hereto will become part of the Contract. Except as set forth in this Amendment, the Contract is unaffected and shall continue in full force and effect in accordance with its terms. If there is conflict between this Amendment and the Contract or any earlier amendment, the terms of this Amendment will prevail.

IN WITNESS WHEREOF, the parties have executed this Amendment as of the date of execution by both parties below.

Nebraska Department of Transportation

Tom Renninger

Name: Tom Renninger

Title: NDOT, Operations Division Manager

Date: May 8, 2025

Contractor: ServiceMaster PBM of Lincoln

Reid Morrow

Name: Reid Morrow

Title: Owner

Date: 5/14/2025

NEBRASKA DEPARTMENT OF TRANSPORTATION

SERVICE CONTRACT AWARD

PAGE 1 of 13	CONTRACT NUMBER QA2301Supplement 1
CONTRACTOR # 9710	BUYER Gayle Dietz
VENDOR NAME AND ADDRESS: ServiceMaster PBM of Lincoln 2626 O St. Lincoln, NE 68510	
VENDOR CONTACT INFORMATION	DESCRIPTION OF SERVICE
Name: Jon Paolini Phone: 402-476-2194 Cell: 402-730-3036 Fax: 402-476-2327 E-Mail: jpaolini@smpbm.com	Janitorial Services for Central Complex, Operations Campus, District One, Salt Valley Maintenance, Scale Buildings

Nebraska Department
Of Transportation
Operations Division
PO Box 94759
Lincoln, NE 68509-4759

EFFECTIVE DATES OF CONTRACT

November 01, 2024 through October 31, 2025. This contract is effective for the period specified, so long as it is signed by both parties on or before November 01, 2024.

EXPIRATION DATE

This contract will expire one (1) year from the effective date.

RENEWALS

This contract may be renewed for four (4) additional one (1) year period when mutually agreeable to the contractor and the Nebraska Department of Transportation (NDOT).

EXTENSION PERIOD

State reserves the right and sole discretion to extend this contract beyond the expiration date.

NON-EXCLUSIVITY

This contract is not an exclusive contract to furnish the services shown below and does not preclude the purchase of similar services from other sources.

ORIGINAL BID DOCUMENT: R306-23

Total Annual Contract: \$ 692,880.87.00

The parties have executed this contract as of the date of execution by both parties below:

State of Nebraska Dept. of Transportation

By: Tom Renninger

Name: Tom Renninger

Title: Operations Division Manager

Date: November 8, 2024

Contractor: ServiceMaster PBM of Lincoln

By: JP

Name: Jon Paolini

Title: Owner

Date: 10/30/24

PROJECT REQUIREMENTS

The work and responsibilities described in this section represents the minimum acceptable performance under proposal # R306-23 but are not intended to limit the activities of the Contractor, which are necessary to provide the degree of service intended by this proposal. All work will be performed utilizing best practices of the trade and of skilled workers.

1. The Contractor shall provide management, supervision, transportation, and required labor to plan, schedule, coordinate and ensure completion of all work and services as specified in RFP #R306-23. All work shall be performed in a professional manner and in the best interest of maintaining a clean presentable building at all times.
2. In addition, the Contractor shall provide the equipment, supplies, and consumable products as specified within RFP #R306-23 and any other items necessary to complete the work.
3. The Nebraska Department of Transportation reserves the right to increase or decrease facility square footage requiring janitorial cleaning. Contractor should provide an "Optional Bid Price" of a cost per square foot on Attachment B Cost Proposal Bid Sheet for the purpose of adding or deleting square footage.
4. The Contractor shall provide janitorial services on a periodic basis as specified under section V.O. Site Specific Information/Requirements and Work Schedule of the RFP. However, in undertaking this service, the contractor recognizes that some area of the building will receive more traffic and soil than others and agrees to perform all necessary services on a schedule directed by NDOT which will maintain a uniform high level of cleanliness throughout all the areas.
5. The minimum workforce hours are not specified; however, the Contractor must staff sufficient man hours to meet all requirements as specified in RFP # R306-23.
6. Janitorial services will not interfere with normal State of Nebraska activities without the prior approval of the NDOT Facilities Maintenance Manager or designated State representative in charge of the area. NDOT contact information shall be provided to the Contractor at the commencement of the contract.
7. The Contractor shall develop and implement a process of measurement in the area of customer satisfaction and a janitorial quality control program. A customer satisfaction survey process shall be approved by NDOT and distributed on a quarterly basis to employees throughout NDOT designated facilities by the Contractor and the results shall be compiled by the Contractor and made available to NDOT within seven (7) business days. The janitorial quality control program must be able to track and identify problem areas and provide daily inspections results and monthly performance reports and shall be submitted electronically on a daily and monthly basis to the NDOT Facilities Maintenance Manager or designated State representative for review.

INCORPORATION

This contract and the following documents constitute the entirety of the contract:

- a. Request for Proposal and Addenda;
- b. Amendments to the RFP;
- c. Questions and Answers;
- d. Contractor's proposal (RFP and properly submitted documents);
- e. The executed Contract and Addendum One to Contract, if applicable; and,
- f. Amendments/Addendums to the Contract.

ORDER OF PRECEDENCE

Unless otherwise specifically stated in a future contract amendment, in case of any conflict between the incorporated documents, the documents shall govern in the following order of preference with number one (1) receiving preference over all other documents and with each lower numbered document having preference over any higher numbered document: 1) Amendment to the executed Contract with the most recent dated amendment having the highest priority, 2) executed Contract and any attached Addenda, 3) Amendments to RFP and any Questions and Answers, 4) the original RFP document and any Addenda, and 5) the Contractor's submitted Proposal.

Line #	Contract Price Increase/Decrease Request	Qty.	Price	Extended Price
Description				
1	#00201-Central Office Building: Nightly, Daily, Weekly, and Monthly Core Duties	12	\$26,251.50	\$315,018.00
2	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	26	\$399.60	\$10,389.60
3	Clean all marble and tile wall surfaces with appropriate cleaner	3	\$666.00	\$1,998.00
4	Hot water extraction clean all carpeted areas including all entrance mats	2	\$6,284.82	\$12,569.64
5	Strip and Re-apply new finish to hard surface floors	1	\$5,039.40	\$5,039.40
6	Clean all interior and exterior glass including transoms	1	\$1,110.00	\$1,110.00
7	Clean both sides of the interior magnetic storm windows with a non-abrasive window cleaner	1	\$333.00	\$333.00
8	#00202-Nebraska Department of Transportation Building: Daily, Nightly, Weekly, and Monthly Core Duties	12	\$4,107.00	\$49,284.00
9	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	26	\$133.20	\$3,463.20
10	Clean all tile wall surfaces with appropriate cleaner	3	\$333.00	\$999.00
11	Hot water extraction clean all carpeted areas including all area mats	2	\$1,295.37	\$2,590.74
12	Strip and Re-apply new finish to hard surface floors	1	\$1,376.40	\$1,376.40
13	Clean all interior and exterior glass including transoms. Clean blinds in between the glazing panels of windows and remove the interior glazing panels and cleaned on both sides. Clean interior screens	1	\$555.00	\$555.00
14	#00203-Materials and Research (M&R) Building: Nightly, Weekly, and Monthly Duties	12	\$4,517.70	\$54,212.40
15	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	26	\$133.20	\$3,463.20
16	Clean all tile wall surfaces with appropriate cleaner	3	\$111.00	\$333.00
17	Hot water extraction clean all carpeted areas including all area mats	2	\$1,609.50	\$3,219.00
18	Strip and Re-apply new finish to hard surface floors	1	\$4,173.60	\$4,173.60
19	Clean all interior and exterior glass including transoms. Clean blinds in between the glazing panels of windows and remove the interior glazing panels and cleaned on both sides. Clean Interior screens	1	\$1,054.50	\$1,054.50
20	#00101-Operations: Nightly, Weekly, and Monthly Duties	12	\$4,456.65	\$53,479.80
21	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	26	\$399.60	\$10,389.60
22	Clean all tile wall surfaces with appropriate cleaner	3	\$111.00	\$333.00
23	Hot water extraction clean all carpeted areas including all area mats	2	\$138.75	\$277.50
24	Strip and Re-apply new finish to hard surface floors	1	\$3,663.00	\$3,663.00
25	Clean all interior and exterior glass including transoms	1	\$666.00	\$666.00
26	Wash all high bay shop light fixture lens in the Fleet Shop	1	\$499.50	\$499.50
27	#00102-Weld Shop Building: Nightly, Weekly, and Monthly Duties	12	\$366.30	\$4,395.60
28	Hot Water Extraction clean all carpeted areas including all area mats	2	\$94.35	\$188.70
29	Clean all interior and exterior glass including transoms	1	\$55.50	\$55.50
30	#00103-Electronic-Traffic Counter Shop: Nightly, Weekly, and Monthly Duties	12	\$732.60	\$8,791.20
31	Hot water extraction clean all carpeted areas including all area mats	2	\$94.35	\$188.70
32	Clean all interior and exterior glass including transoms	1	\$55.50	\$55.50
33	#00110-Groundskeeper Shop: Nightly, Weekly, and Monthly Duties	12	\$927.96	\$11,135.52
34	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	26	\$66.60	\$1,731.60
35	Hot water extraction clean all carpeted areas including all area mats	2	\$94.35	\$188.70
36	Clean all interior and exterior glass including transoms	1	\$66.60	\$66.60
37	#00111-Bridge Inspection Building: Nightly, Weekly, and Monthly Duties	12	\$732.60	\$8,791.20
38	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	26	\$66.60	\$1,731.60
39	Hot water extraction clean all carpeted areas including all area mats	2	\$94.35	\$188.70
40	Clean all interior and exterior glass including transoms	1	\$66.60	\$66.60
41	#00113-Engineering Field Office : Nightly, Weekly, and Monthly Duties	12	\$732.60	\$8,791.20
42	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	26	\$66.60	\$1,731.60
43	Hot water extraction clean all carpeted areas including all area mats	2	\$337.44	\$674.88
44	Strip and Re-apply new finish to hard surface floors	1	\$155.40	\$155.40
45	Clean all Interior and exterior glass Including transoms	1	\$66.60	\$66.60
46	#10101-District One Shop and Office Building: Nightly, Weekly, and Monthly Duties	12	\$5,170.38	\$62,044.56
47	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	26	\$133.20	\$3,463.20
48	Hot water extraction clean all carpeted areas including all area mats	2	\$355.20	\$710.40

Contract Price Increase/Decrease Request

49	Clean all transoms, interior, and exterior windows including the windows in the shop area	2	\$444.00	\$888.00
50	Strip and Re-apply new finish to hard surface floors including the hard surface floors in the main building and offices in the shop	1	\$5,011.65	\$5,011.65
51	#10201-Salt Valley Maintenance Shop and Office Building: Nightly, Weekly, and Monthly Duties	12	\$188.70	\$2,264.40
52	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	26	\$66.60	\$1,731.60
53	Clean all transoms, interior, and exterior windows including the windows in the shop area	2	\$66.60	\$133.20
54	Hot water extraction clean all carpeted areas including all area mats	2	\$94.35	\$188.70
55	Strip and Re-apply new finish to hard surface floors including the hard surface floors in the offices in the shop	1	\$399.60	\$399.60
56	#15701-Eastbound I-80 Scale Office: Thrice-Weekly, Weekly, and Monthly Duties	12	\$502.83	\$6,033.96
57	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	26	\$66.60	\$1,731.60
58	Power wash deck and pit in the inspection bay	3	\$222.00	\$666.00
59	Strip and Re-apply new finish to hard surface floors	1	\$355.20	\$355.20
60	Clean all interior and exterior glass including transoms	1	\$66.60	\$66.60
61	#15801-Westbound I-80 Scale Office: Thrice-Weekly, Weekly, and Monthly Duties	12	\$502.83	\$6,033.96
62	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	26	\$00.00	\$1,731.60
63	Power wash deck and pit in the inspection bay	3	\$222.00	\$666.00
64	Strip and Re-apply new finish to hard surface floors	1	\$355.20	\$355.20
65	Clean all interior and exterior glass including transoms	1	\$66.60	\$66.60
66	#15601-Waverly Scale Office: Weekly, and Monthly Duties	12	\$502.83	\$6,033.96
67	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	26	\$66.60	\$1,731.60
68	Power wash deck and pit in the inspection bay	3	\$222.00	\$666.00
69	Strip and Re-apply new finish to hard surface floors	1	\$355.20	\$355.20
70	Clean all interior and exterior glass including transoms	1	\$66.60	\$66.60
				\$89,861.16
				\$692,880.87



Good Life. Great Journey.

DEPARTMENT OF TRANSPORTATION



October 30, 2024

Jim Pillen, Governor

ServiceMaster PBM of Lincoln
Attn: Jon Paolini
2626 O Street
Lincoln, Nebraska 68510

RE: Renewal Letter and Contract: # QA2301, District 1 Area Janitorial Services

Dear Mr. Paolini:

The above referenced contract will expire on November 01, 2024. The contract carries a provision for renewal when mutually agreeable to the Contractor and the State of Nebraska. The Nebraska Department of Transportation wishes to renew this contract for an additional year, i.e. through October 31, 2025 at the current terms and conditions, to include an eleven (11%) percent to the annual contract amount.

If this is agreeable to you, please sign below. Additionally, to expedite the renewal process enclosed is the contract and contract bond. Please mail a hard copy of the contract with a wet signature along with the executed contract bond and this signed renewal request letter to the mailing address below by **December 01, 2024**. Please keep a copy of these documents for your records.

Mailing Address: Nebraska Department of Transportation
 Attention: Operations Division, Gayle Dietz
 PO Box 94759
 Lincoln, NE 68509-4759

If you have any questions, please don't hesitate to call me at (402) 479-4350 or send an e-mail to gayle.dietz@nebraska.gov.

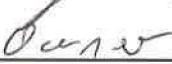
Sincerely,

Gayle J. Dietz

Gayle Dietz
Procurement Contracts Officer
NDOT Operations

NICS, Inc. agrees to the renewal of contract # QA2301 at the above terms and conditions. **The new contract will be effective November 01, 2024 through October 31, 2025.**

SIGNED: 

TITLE: 

Vicki Kramer, Director

Department of Transportation

Operations Division

MAILING ADDRESS

PO Box 94759
Lincoln, NE 68509-4759

dot.nebraska.gov

PHYSICAL ADDRESS

5001 South 14th St.
Lincoln, NE 68512

PHONE 402-479-4542

EMAIL NDOT.ContactUs@nebraska.gov

DATE: 

NEBRASKA DEPARTMENT OF TRANSPORTATION

SERVICE CONTRACT AWARD

PAGE 1 of 13	CONTRACT NUMBER QA2301 & 106195-O4
CONTRACTOR # 9710	BUYER Gayle Dietz
VENDOR NAME AND ADDRESS: ServiceMaster PBM of Lincoln 2626 O St. Lincoln, NE 68510	
VENDOR CONTACT INFORMATION	DESCRIPTION OF SERVICE
Name: Jon Paolini Phone: 402-476-2194 Cell: 402-730-3036 Fax: 402-476-2327 E-Mail: jpaolini@smpbm.com	Janitorial Services for Central Complex, Operations Campus, District One, Salt Valley Maintenance, Scale Buildings

Nebraska Department
Of Transportation
Operations Division
PO Box 94759
Lincoln, NE 68509-4759

EFFECTIVE DATES OF CONTRACT

November 01, 2023 through October 31, 2024. This contract is effective for the period specified, so long as it is signed by both parties on or before November 01, 2023.

EXPIRATION DATE

This contract will expire one (1) year from the effective date.

RENEWALS

This contract may be renewed for five (5) additional one (1) year period when mutually agreeable to the contractor and the Nebraska Department of Transportation (NDOT).

EXTENSION PERIOD

State reserves the right and sole discretion to extend this contract beyond the expiration date.

NON-EXCLUSIVITY

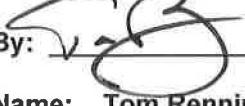
This contract is not an exclusive contract to furnish the services shown below and does not preclude the purchase of similar services from other sources.

ORIGINAL BID DOCUMENT: R306-23

Total Annual Contract: \$ 624,217.00

The parties have executed this contract as of the date of execution by both parties below:

State of Nebraska Dept. of Transportation

By: 

Name: Tom Renninger

Title: Operations Division Manager

Date: 10 - 11 - 23

Contractor: ServiceMaster PBM of Lincoln

By: 

Name: Jon Paolini

Title: Owner

Date: 10/10/23

PROJECT REQUIREMENTS

The work and responsibilities described in this section represents the minimum acceptable performance under proposal # R306-23 but are not intended to limit the activities of the Contractor, which are necessary to provide the degree of service intended by this proposal. All work will be performed utilizing best practices of the trade and of skilled workers.

1. The Contractor shall provide management, supervision, transportation, and required labor to plan, schedule, coordinate and ensure completion of all work and services as specified in RFP #R306-23. All work shall be performed in a professional manner and in the best interest of maintaining a clean presentable building at all times.
2. In addition, the Contractor shall provide the equipment, supplies, and consumable products as specified within RFP #R306-23 and any other items necessary to complete the work.
3. The Nebraska Department of Transportation reserves the right to increase or decrease facility square footage requiring janitorial cleaning. Contractor should provide an "Optional Bid Price" of a cost per square foot on Attachment B Cost Proposal Bid Sheet for the purpose of adding or deleting square footage.
4. The Contractor shall provide janitorial services on a periodic basis as specified under section V.O. Site Specific Information/Requirements and Work Schedule of the RFP. However, in undertaking this service, the contractor recognizes that some area of the building will receive more traffic and soil than others and agrees to perform all necessary services on a schedule directed by NDOT which will maintain a uniform high level of cleanliness throughout all the areas.
5. The minimum workforce hours are not specified; however, the Contractor must staff sufficient man hours to meet all requirements as specified in RFP # R306-23.
6. Janitorial services will not interfere with normal State of Nebraska activities without the prior approval of the NDOT Facilities Maintenance Manager or designated State representative in charge of the area. NDOT contact information shall be provided to the Contractor at the commencement of the contract.
7. The Contractor shall develop and implement a process of measurement in the area of customer satisfaction and a janitorial quality control program. A customer satisfaction survey process shall be approved by NDOT and distributed on a quarterly basis to employees throughout NDOT designated facilities by the Contractor and the results shall be compiled by the Contractor and made available to NDOT within seven (7) business days. The janitorial quality control program must be able to track and identify problem areas and provide daily inspections results and monthly performance reports and shall be submitted electronically on a daily and monthly basis to the NDOT Facilities Maintenance Manager or designated State representative for review.

INCORPORATION

This contract and the following documents constitute the entirety of the contract:

- a. Request for Proposal and Addenda;
- b. Amendments to the RFP;
- c. Questions and Answers;
- d. Contractor's proposal (RFP and properly submitted documents);
- e. The executed Contract and Addendum One to Contract, if applicable; and,
- f. Amendments/Addendums to the Contract.

ORDER OF PRECEDENCE

Unless otherwise specifically stated in a future contract amendment, in case of any conflict between the incorporated documents, the documents shall govern in the following order of preference with number one (1) receiving preference over all other documents and with each lower numbered document having preference over any higher numbered document: 1) Amendment to the executed Contract with the most recent dated amendment having the highest priority, 2) executed Contract and any attached Addenda, 3) Amendments to RFP and any Questions and Answers, 4) the original RFP document and any Addenda, and 5) the Contractor's submitted Proposal.

Line Item	Building # and Name	Monthly Base Cost	x 12 mo. =	One (1) Year Annual Cost
1	#00201-Central Office Building: Nightly, Daily, Weekly, and Monthly Core Duties	\$23,650.00		\$283,800.00
2	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	\$360.00	x 26 bi-weekly =	\$9,360.00
3	Quarterly Nightly Core Duties:	Cost Per Occurrence	x 3 times a year =	\$1,800.00
a.	Clean all marble and tile wall surfaces with appropriate cleaner	\$600.00		
4	Semi-Annual Nightly Core Duties:	Cost Per Occurrence	x 2 times a year =	\$11,324.00
a	Hot water extraction clean all carpeted areas including all entrance mats	\$5,662.00		
5	Annual Nightly Core Duties:	Cost Per Occurrence	x 1 time a year =	\$4,540.00
a	hard surface floors	\$4,540.00		
b	Clean all interior and exterior glass including transoms	\$1,000.00	x 1 time a year =	\$1,000.00
c	Clean both sides of the interior magnetic storm windows with a non-abrasive window cleaner	\$300.00	x 1 time a year =	\$300.00
6	Optional Pricing	UOM		Unit Cost
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:		\$0.065/month
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:		\$32.00
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:		\$65.00
Line Item	Building # and Name	Monthly Base Cost	x 12 mo. =	One Year (1) Annual Cost
7	#00202-Nebraska Department of Transportation Building: Daily, Nightly, Weekly, and Monthly Core Duties	\$3,700.00		\$44,400.00
8	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		

	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	\$120.00	x 26 bi-weekly =	\$3,120.00
9	Quarterly Nightly Core Duties:	Cost Per Occurrence		
a	Clean all tile wall surfaces with appropriate cleaner	\$300.00	x 3 times a year =	\$900.00
10	Semi-Annual Nightly Core Duties:	Cost Per Occurrence		
a	Hot water extraction clean all carpeted areas including all area mats	\$1,167.00	x 2 times a year =	\$2,334.00
11	Annual Nightly Core Duties:	Cost Per Occurrence		
a	Strip and Re-apply new finish to hard surface floors	\$1,240.00	x 1 time a year =	\$1,240.00
b	Clean all interior and exterior glass including transoms. Clean blinds in between the glazing panels of windows and remove the interior glazing panels and cleaned on both sides. Clean interior screens	\$500.00	x 1 time a year =	\$500.00
12	Optional Pricing	UOM	Unit Cost	
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:		\$0.065/month
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:		\$32.00
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:		\$65.00
Line Item	Building # and Name	Monthly Base Cost		One (1) Year Annual Cost
13	#00203-Materials and Research (M&R) Building: Nightly, Weekly, and Monthly Duties	\$4,070.00	x 12 mo. =	\$48,840.00
14	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	\$120.00	x 26 bi-weekly =	\$3,120.00

15	Quarterly Nightly Core Duties:	Cost Per Occurrence	x 3 times a year =	Year One (1) Annual Cost
a	Clean all tile wall surfaces with appropriate cleaner	\$100.00		\$300.00
16	Semi-Annual Nightly Core Duties:	Cost Per Occurrence	x 2 times a year =	Year One (1) Annual Cost
a	Hot water extraction clean all carpeted areas including all area mats	\$1,450.00		\$2,900.00
17	Annual Nightly Core Duties:	Cost Per Occurrence	x 1 time a year =	Year One (1) Annual Cost
a	Strip and Re-apply new finish to hard surface floors	\$3,760.00		\$3,760.00
b	Clean all interior and exterior glass including transoms. Clean blinds in between the glazing panels of windows and remove the interior glazing panels and cleaned on both sides. Clean interior screens	\$950.00	x 1 time a year =	\$950.00
18	Optional Bid	UOM		Unit Cost
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:		\$0.065/month
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:		\$32.00
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:		\$65.00
Line Item	Building # and Name	Monthly Base Cost	x 12 mo. =	Year One (1) Annual Cost
19	#00101-Operations: Nightly, Weekly, and Monthly Duties	\$4,015.00		\$48,180.00
20	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	\$360.00	x 26 bi-weekly =	\$9,360.00
21	Quarterly Nightly Core Duties:	Cost Per Occurrence	x 3 times a year =	\$300.00
a	Clean all tile wall surfaces with appropriate cleaner	\$100.00		
22	Semi-Annual Nightly Core Duties:	Cost Per Occurrence		

a	Hot water extraction clean all carpeted areas including all area mats	\$125.00	x 2 times a year =	\$250.00
23	Annual Nightly Core Duties:	Cost Per Occurrence	x 1 time a year =	\$3,300.00
a	Strip and Re-apply new finish to hard surface floors	\$3,300.00		
b	Clean all interior and exterior glass including transoms	\$600.00	x 1 time a year =	\$600.00
c	Wash all high bay shop light fixture lens in the Fleet Shop	\$450.00	x 1 time a year =	\$450.00
24	Optional Bid	UOM		Unit Cost
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:		\$0.065/month
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:		\$32.00
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:		\$65.00
Line Item	Building # and Name	Monthly Base Cost		Year One (1) Annual Cost
25	#00102-Weld Shop Building: Nightly, Weekly, and Monthly Duties	\$330.00	x 12 mo. =	\$3,960.00
26	Semi-Annual Core Duties:	Cost Per Occurrence		
a	Hot Water Extraction clean all carpeted areas including all area mats	\$85.00	x 2 times a year =	\$170.00
27	Annual Core Duties:	Cost Per Occurrence	x1 time a year =	\$50.00
a	Clean all interior and exterior glass including transoms	\$50.00		
28	Optional Bid	UOM		Unit Cost
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:		\$0.065/month
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:		\$32.00

c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$65.00		
Line Item	Building # and Name	Monthly Base Cost	x 12 mo. =	Year One (1) Annual Cost	
29	#00103-Electronic-Traffic Counter Shop: Nightly, Weekly, and Monthly Duties	\$660.00		\$7,920.00	
30	Semi-Annual Core Duties:	Cost Per Occurrence	x 2 times a year =	\$170.00	
a	Hot water extraction clean all carpeted areas including all area mats	\$85.00			
31	Annual Core Duties:	Cost Per Occurrence	x 1 time a year =	\$50.00	
a	Clean all interior and exterior glass including transoms	\$50.00			
32	Optional Bid	UOM	Unit Cost		
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$0.065/month		
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$32.00		
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$65.00		
Line Item	Building # and Name	Monthly Base Cost	x 12 mo. =	Year One (1) Annual Cost	
33	#00110-Groundskeeper Shop: Nightly, Weekly, and Monthly Duties	\$836.00		\$10,032.00	
34	Bi-Weekly Night time Core Duties:	Cost Per Occurrence	x 26 bi-weekly =	\$1,560.00	
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	\$60.00			
35	Semi-Annual Core Duties:	Cost Per Occurrence	x 2 times a year =	\$170.00	
a	Hot water extraction clean all carpeted areas including all area mats	\$85.00			
36	Annual Core Duties:	Cost Per Occurrence	x 1 time a year =	\$60.00	
a	Clean all interior and exterior glass including transoms	\$60.00			
37	Optional Bid	UOM	Unit Cost		

a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$0.065/month	
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$32.00	
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$65.00	
Line Item	Building # and Name	Monthly Base Cost		Year One (1) Annual Cost
38	#00111-Bridge Inspection Building: Nightly, Weekly, and Monthly Duties	\$660.00	x 12 mo. =	\$7,920.00
39	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	\$60.00	x 26 bi-weekly =	\$1,560.00
40	Semi-Annual Core Duties:	Cost Per Occurrence		
a	Hot water extraction clean all carpeted areas including all area mats	\$85.00	x 2 times a year =	\$170.00
41	Annual Core Duties:	Cost Per Occurrence		
a	Clean all interior and exterior glass including transoms	\$60.00	x 1 time a year =	\$60.00
42	Optional Bid	UOM		Unit Cost
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$0.065/month	
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$32.00	
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$65.00	
Line Item	Building # and Name	Monthly Base Cost		Year One (1) Annual Cost

43	#00113-Engineering Field Office : Nightly, Weekly, and Monthly Duties	\$660.00	x 12 mo. =	\$7,920.00
44	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	\$60.00	x 26 bi-weekly =	\$1,560.00
45	Semi-Annual Core Duties:	Cost Per Occurrence		
a	Hot water extraction clean all carpeted areas including all area mats	\$304.00	x 2 times a year =	\$608.00
46	Annual Core Duties:	Cost Per Occurrence		
a	Strip and Re-apply new finish to hard surface floors	\$140.00	x 1 time a year =	\$140.00
b	Clean all interior and exterior glass including transoms	\$60.00	x 1 time a year =	\$60.00
47	Optional Bid	UOM	Unit Cost	
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:		\$0.065/Month
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:		\$32.00
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:		\$65.00
Line Item	Building # and Name	Monthly Base Cost		Year One (1) Annual Cost
48	#10101-District One Shop and Office Building: Nightly, Weekly, and Monthly Duties	\$4,658.00	x 12 mo. =	\$55,896.00
49	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	\$120.00	x 26 bi-weekly =	\$3,120.00
50	Semi-Annual Core Duties:	Cost Per Occurrence		
a	Hot water extraction clean all carpeted areas including all area mats	\$320.00	x 2 times a year =	\$640.00

b	Clean all transoms, interior, and exterior windows including the windows in the shop area	\$400.00	x 2 times a year =	\$800.00
51	Annual Core Duties:	Cost Per Occurrence		
a	Strip and Re-apply new finish to hard surface floors including the hard surface floors in the main building and offices in the shop	\$4,515.00	x 1 time a year =	\$4,515.00
52	Optional Bid	UOM	Unit Cost	
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$0.065/month	
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$32.00	
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$65.00	
53	Building # and Name	Monthly Base Cost		Year One (1) Annual Cost
	#10201-Salt Valley Maintenance Shop and Office Building: Nightly, Weekly, and Monthly Duties	\$170.00	X 12 mo. =	\$2,040.00
54	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	\$60.00	x 26 bi-weekly =	\$1,560.00
55	Semi-Annual Core Duties:	Cost Per Occurrence		
a	Clean all transoms, interior, and exterior windows including the windows in the shop area	\$60.00	x 2 times a year =	\$120.00
b	Hot water extraction clean all carpeted areas including all area mats	\$85.00	x 2 times a year =	\$170.00
56	Annual Core Duties:	Cost Per Occurrence		
a	Strip and Re-apply new finish to hard surface floors including the hard surface floors in the offices in the shop	\$360.00	x 1 time a year =	\$360.00
57	Optional Bid	UOM	Unit Cost	
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$0.065/Month	

b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$32.00	
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$65.00	
Line Item	Building # and Name	Monthly Base Cost		Year One (1) Annual Cost
58	#15701-Eastbound I-80 Scale Office: Thrice-Weekly, Weekly, and Monthly Duties	\$453.00	x 12 mo. =	\$5,436.00
59	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	\$60.00	x 26 bi-weekly =	\$1,560.00
60	Quarterly Core Duties:	Cost Per Occurrence		
a	Power wash deck and pit in the inspection bay	\$200.00	x 3 times a year =	\$600.00
61	Annual Core Duties:	Cost Per Occurrence		
a	Strip and Re-apply new finish to hard surface floors	\$320.00	x 1 time a year =	\$320.00
b	Clean all interior and exterior glass including transoms	\$60.00	x 1 time a year =	\$60.00
62	Optional Bid	UOM	Unit Cost	
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$0.065/Month	
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$32.00	
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$65.00	
Line Item	Building # and Name	Monthly Base Cost		Year One (1) Annual Cost
63	#15801-Westbound I-80 Scale Office: Thrice-Weekly, Weekly, and Monthly Duties	\$453.00	x 12 mo. =	\$5,436.00

64	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	\$60.00	x 26 bi-weekly =	\$1,560.00
65	Quarterly Core Duties:	Cost Per Occurrence		
a	Power wash deck and pit in the inspection bay	\$200.00	x 3 times a year =	\$600.00
66	Annual Core Duties:	Cost Per Occurrence		
a	Strip and Re-apply new finish to hard surface floors	\$320.00	x 1 time a year =	\$320.00
b	Clean all interior and exterior glass including transoms	\$60.00	x 1 time a year =	\$60.00
67	Optional Bid	UOM	Unit Cost	
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:		\$0.065/Month
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:		\$32.00
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:		\$65.00
Line Item	Building # and Name	Monthly Base Cost		Year One (1) Annual Cost
68	#15601-Waverly Scale Office: Weekly, and Monthly Duties	\$453.00	x 12 mo. =	\$5,436.00
69	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	\$60.00	x 26 bi-weekly =	\$1,560.00
70	Quarterly Core Duties:	Cost Per Occurrence		
a	Power wash deck and pit in the inspection bay	\$200.00	x 3 times a year =	\$600.00
71	Annual Core Duties:	Cost Per Occurrence		
a	Strip and Re-apply new finish to hard surface floors	\$320.00	x 1 time a year =	\$320.00
b	Clean all interior and exterior glass including transoms	\$60.00	x 1 time a year =	\$60.00
72	Optional Bid	UOM	Unit Cost	

a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$0.065/Month
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$32.00
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$65.00
TOTAL ANNUAL COST, NOT INCLUDING OPTIONAL BID PRICING:		\$624,217.00	

STATE OF NEBRASKA SERVICE CONTRACT AWARD

PAGE 1 of 6	ORDER DATE 10/05/23
BUSINESS UNIT 27227040	BUYER DIETZ, GAYLE J
VENDOR NUMBER: 1893154	

VENDOR ADDRESS:
PAOLINI & COMPANY
DBA SERVICEMASTER PBM OF LINCOLN
2626 O ST
LINCOLN NE 68510-1339

CONTRACT NUMBER
106195 04

AN AWARD HAS BEEN MADE TO THE VENDOR/CONTRACTOR NAMED ABOVE FOR THE SERVICES AS LISTED BELOW FOR THE PERIOD:

NOVEMBER 01, 2023 THROUGH OCTOBER 31, 2024

THIS CONTRACT IS NOT AN EXCLUSIVE CONTRACT TO FURNISH THE SERVICES SHOWN BELOW, AND DOES NOT PRECLUDE THE PURCHASE OF SIMILAR SERVICES FROM OTHER SOURCES.

THE STATE RESERVES THE RIGHT TO EXTEND THE PERIOD OF THIS CONTRACT BEYOND THE TERMINATION DATE WHEN MUTUALLY AGREEABLE TO THE VENDOR/CONTRACTOR AND THE STATE OF NEBRASKA.

Line	Description	Quantity	Unit of Measure	Unit Price	Extended Price
1	CENTRAL OFFICE BLDG # 00201	12.0000	MO	23,650.0000	283,800.00
2	CENTRAL OFFICE BLDG # 00201	26.0000	BW	360.0000	9,360.00
3	CENTRAL OFFICE BLDG # 00201	3.0000	Q	600.0000	1,800.00
4	CENTRAL OFFICE BLDG # 00201	2.0000	SA	5,662.0000	11,324.00
5	CENTRAL OFFICE BLDG # 00201	1.0000	YR	5,840.0000	5,840.00
6	CENTRAL OFFICE BLDG # 00201 ADD/DELETE SQUARE FOOTAGE	100.0000	SF	0.0650	6.50
7	CENTRAL OFFICE BLDG # 00201 NON-CONTRACT CLEANING	100.0000	HR	32.0000	3,200.00
8	CENTRAL OFFICE BLDG # 00201 ON-CALL EMERGENCY CLEANING	100.0000	HR	65.0000	6,500.00
9	NDOT BLDG # 00202	12.0000	MO	3,700.0000	44,400.00
10	NDOT BLDG # 00202	26.0000	BW	120.0000	3,120.00
11	NDOT BLDG # 00202	3.0000	Q	300.0000	900.00
12	NDOT BLDG # 00202	2.0000	SA	1,167.0000	2,334.00
13	NDOT BLDG # 00202	1.0000	YR	1,740.0000	1,740.00

AGENCY SIGNATURE

STATE OF NEBRASKA SERVICE CONTRACT AWARD

PAGE 2 of 6	ORDER DATE 10/05/23
BUSINESS UNIT 27227040	BUYER DIETZ, GAYLE J
VENDOR NUMBER: 1893154	

CONTRACT NUMBER
106195 O4

Line	Description	Quantity	Unit of Measure	Unit Price	Extended Price
14	NDOT BLDG # 00202 ADD/DELETE SQUARE FOOTAGE	100.0000	SF	0.0650	6.50
15	NDOT BLDG # 00202 NON-CONTRACT CLEANING	100.0000	HR	32.0000	3,200.00
16	NDOT BLDG # 00202 ON-CALL EMERGENCY CLEANING	100.0000	HR	65.0000	6,500.00
17	M&R BLDG # 00203	12.0000	MO	4,070.0000	48,840.00
18	M&R BLDG # 00203	26.0000	BW	120.0000	3,120.00
19	M&R BLDG # 00203	3.0000	Q	100.0000	300.00
20	M&R BLDG # 00203	2.0000	SA	1,450.0000	2,900.00
21	M&R BLDG # 00203	1.0000	YR	4,710.0000	4,710.00
22	M&R BLDG # 00203 ADD/DELETE SQUARE FOOTAGE	100.0000	SF	0.0650	6.50
23	M&R BLDG # 00203 NON-CONTRACT CLEANING	100.0000	HR	32.0000	3,200.00
24	M&R BLDG # 00203 ON-CALL EMERGENCY CLEANING	100.0000	HR	65.0000	6,500.00
25	OPERATIONS BLDG # 00101	12.0000	MO	4,015.0000	48,180.00
26	OPERATIONS BLDG # 00101	26.0000	BW	360.0000	9,360.00
27	OPERATIONS BLDG # 00101	3.0000	Q	100.0000	300.00
28	OPERATIONS BLDG # 00101	2.0000	SA	125.0000	250.00
29	OPERATIONS BLDG # 00101	1.0000	YR	4,350.0000	4,350.00
30	OPERATIONS BLDG # 00101 ADD/DELETE SQUARE FOOTAGE	100.0000	SF	0.0650	6.50
31	OPERATIONS BLDG # 00101 NON-CONTRACT CLEANING	100.0000	HR	32.0000	3,200.00
32	OPERATIONS BLDG # 00101 ON-CALL EMERGENCY CLEANING	100.0000	HR	65.0000	6,500.00
33	WELD SHOP BLDG # 00102	12.0000	MO	330.0000	3,960.00

INITIALS

STATE OF NEBRASKA SERVICE CONTRACT AWARD

PAGE 3 of 6	ORDER DATE 10/05/23
BUSINESS UNIT 27227040	BUYER DIETZ, GAYLE J
VENDOR NUMBER: 1893154	

CONTRACT NUMBER
106195 O4

Line	Description	Quantity	Unit of Measure	Unit Price	Extended Price
34	WELD SHOP BLDG # 00102	2.0000	SA	85.0000	170.00
35	WELD SHOP BLDG # 00102	1.0000	YR	50.0000	50.00
36	WELD SHOP BLDG # 00102 ADD/DELETE SQUARE FOOTAGE	100.0000	SF	0.0650	6.50
37	WELD SHOP BLDG # 00102 NON-CONTRACT CLEANING	100.0000	HR	32.0000	3,200.00
38	WELD SHOP BLDG # 00102 ON-CALL EMERGENCY CLEANING	100.0000	HR	65.0000	6,500.00
39	ELECTRONIC SHOP BLDG #00103	12.0000	MO	660.0000	7,920.00
40	ELECTRONIC SHOP BLDG #00103	2.0000	SA	85.0000	170.00
41	ELECTRONIC SHOP BLDG #00103	1.0000	YR	50.0000	50.00
42	ELECTRONIC SHOP BLDG #00103 ADD/DELETE SQUARE FOOTAGE	100.0000	SF	0.0650	6.50
43	ELECTRONIC SHOP BLDG #00103 NON-CONTRACT CLEANING	100.0000	HR	32.0000	3,200.00
44	ELECTRONIC SHOP BLDG #00103 ON-CALL EMERGENCY CLEANING	100.0000	HR	65.0000	6,500.00
45	GROUNDKEEPER BLDG # 00110	12.0000	MO	836.0000	10,032.00
46	GROUNDKEEPER BLDG # 00110	26.0000	BW	60.0000	1,560.00
47	GROUNDKEEPER BLDG # 00110	2.0000	SA	85.0000	170.00
48	GROUNDKEEPER BLDG # 00110	1.0000	YR	60.0000	60.00
49	GROUNDKEEPER BLDG # 00110 ADD/DELETE SQUARE FOOTAGE	100.0000	SF	0.0650	6.50
50	GROUNDKEEPER BLDG # 00110 NON-CONTRACT CLEANING	100.0000	HR	32.0000	3,200.00
51	GROUNDKEEPER BLDG # 00110 ON-CALL EMERGENCY CLEANING	100.0000	HR	65.0000	6,500.00
52	BRIDGE INSPECTION BLDG # 00111	12.0000	MO	660.0000	7,920.00

INITIALS

STATE OF NEBRASKA SERVICE CONTRACT AWARD

PAGE 4 of 6	ORDER DATE 10/05/23
BUSINESS UNIT 27227040	BUYER DIETZ, GAYLE J

CONTRACT NUMBER
106195 O4

VENDOR NUMBER: 1893154

Line	Description	Quantity	Unit of Measure	Unit Price	Extended Price
53	BRIDGE INSPECTION BLDG # 00111	26.0000	BW	60.0000	1,560.00
54	BRIDGE INSPECTION BLDG # 00111	2.0000	SA	85.0000	170.00
55	BRIDGE INSPECTION BLDG # 00111	1.0000	YR	60.0000	60.00
56	BRIDGE INSPECTION BLDG # 00111 ADD/DELETE SQUARE FOOTAGE	100.0000	SF	0.0650	6.50
57	BRIDGE INSPECTION BLDG # 00111 NON-CONTRACT CLEANING	100.0000	HR	32.0000	3,200.00
58	BRIDGE INSPECTION BLDG # 00111 ON-CALL EMERGENCY CLEANING	100.0000	HR	65.0000	6,500.00
59	ENGINEERING SHOP BLDG # 00113	12.0000	MO	660.0000	7,920.00
60	ENGINEERING SHOP BLDG # 00113	26.0000	BW	60.0000	1,560.00
62	ENGINEERING SHOP BLDG # 00113	2.0000	SA	304.0000	608.00
63	ENGINEERING SHOP BLDG # 00113	1.0000	YR	200.0000	200.00
64	ENGINEERING SHOP BLDG # 00113 ADD/DELETE SQUARE FOOTAGE	100.0000	SF	0.0650	6.50
65	ENGINEERING SHOP BLDG # 00113 NON-CONTRACT CLEANING	100.0000	HR	32.0000	3,200.00
66	ENGINEERING SHOP BLDG # 00113 ON-CALL EMERGENCY CLEANING	100.0000	HR	65.0000	6,500.00
67	DISTRICT 1 OFFICE BLDG # 10101	12.0000	MO	4,658.0000	55,896.00
68	DISTRICT 1 OFFICE BLDG # 10101	26.0000	BW	120.0000	3,120.00
69	DISTRICT 1 OFFICE BLDG # 10101	2.0000	SA	720.0000	1,440.00
70	DISTRICT 1 OFFICE BLDG # 10101	1.0000	YR	4,515.0000	4,515.00
71	DISTRICT 1 OFFICE BLDG # 10101 ADD/DELETE SQUARE FOOTAGE	100.0000	SF	0.0650	6.50
72	DISTRICT 1 OFFICE BLDG # 10101 NON-CONTRACT CLEANING	100.0000	HR	32.0000	3,200.00
73	DISTRICT 1 OFFICE BLDG # 10101 ON-CALL EMERGENCY CLEANING	100.0000	HR	65.0000	6,500.00

INITIALS

STATE OF NEBRASKA SERVICE CONTRACT AWARD

PAGE 5 of 6	ORDER DATE 10/05/23
BUSINESS UNIT 27227040	BUYER DIETZ, GAYLE J
VENDOR NUMBER: 1893154	

CONTRACT NUMBER
106195 O4

Line	Description	Quantity	Unit of Measure	Unit Price	Extended Price
74	SALT VALLEY SHOP BLDG # 10201	12.0000	MO	170.0000	2,040.00
75	SALT VALLEY SHOP BLDG # 10201	26.0000	BW	60.0000	1,560.00
76	SALT VALLEY SHOP BLDG # 10201	2.0000	SA	145.0000	290.00
77	SALT VALLEY SHOP BLDG # 10201	1.0000	YR	360.0000	360.00
78	SALT VALLEY SHOP BLDG # 10201 ADD/DELETE SQUARE FOOTAGE	100.0000	SF	0.0650	6.50
79	SALT VALLEY SHOP BLDG # 10201 NON-CONTRACT CLEANING	100.0000	HR	32.0000	3,200.00
80	SALT VALLEY SHOP BLDG # 10201 ON-CALL EMERGENCY CLEANING	100.0000	HR	65.0000	6,500.00
81	I-80 EASTBOUND BLDG # 15701	12.0000	MO	453.0000	5,436.00
82	I-80 EASTBOUND BLDG # 15701	26.0000	BW	60.0000	1,560.00
83	I-80 EASTBOUND BLDG # 15701	3.0000	Q	200.0000	600.00
84	I-80 EASTBOUND BLDG # 15701	1.0000	YR	380.0000	380.00
85	I-80 EASTBOUND BLDG # 15701 ADD/DELETE SQUARE FOOTAGE	100.0000	SF	0.0650	6.50
86	I-80 EASTBOUND BLDG # 15701 NON-CONTRACT CLEANING	100.0000	HR	32.0000	3,200.00
87	I-80 EASTBOUND BLDG # 15701 ON-CALL EMERGENCY CLEANING	100.0000	HR	65.0000	6,500.00
88	I-80 WESTBOUND BLDG # 15801	12.0000	MO	453.0000	5,436.00
89	I-80 WESTBOUND BLDG # 15801	26.0000	BW	60.0000	1,560.00
90	I-80 WESTBOUND BLDG # 15801	3.0000	Q	200.0000	600.00
91	I-80 WESTBOUND BLDG # 15801	1.0000	YR	380.0000	380.00
92	I-80 WESTBOUND BLDG # 15801 ADD/DELETE SQUARE FOOTAGE	100.0000	SF	0.0650	6.50
93	I-80 WESTBOUND BLDG # 15801 NON-CONTRACT CLEANING	100.0000	HR	32.0000	3,200.00

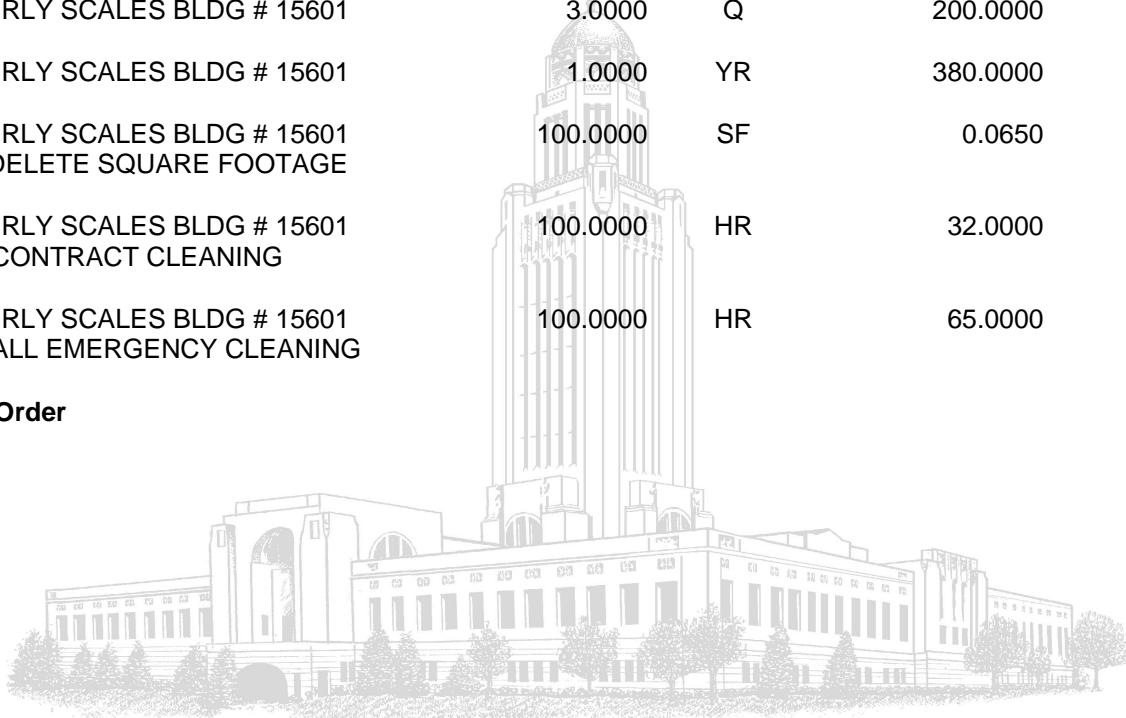
INITIALS

STATE OF NEBRASKA SERVICE CONTRACT AWARD

PAGE 6 of 6	ORDER DATE 10/05/23
BUSINESS UNIT 27227040	BUYER DIETZ, GAYLE J
VENDOR NUMBER: 1893154	

CONTRACT NUMBER
106195 O4

Line	Description	Quantity	Unit of Measure	Unit Price	Extended Price
94	I-80 WESTBOUND BLDG # 15801 ON-CALL EMERGENCY CLEANING	100.0000	HR	65.0000	6,500.00
95	WAVERLY SCALES BLDG # 15601	12.0000	MO	453.0000	5,436.00
96	WAVERLY SCALES BLDG # 15601	26.0000	BW	60.0000	1,560.00
97	WAVERLY SCALES BLDG # 15601	3.0000	Q	200.0000	600.00
98	WAVERLY SCALES BLDG # 15601	1.0000	YR	380.0000	380.00
99	WAVERLY SCALES BLDG # 15601 ADD/DELETE SQUARE FOOTAGE	100.0000	SF	0.0650	6.50
100	WAVERLY SCALES BLDG # 15601 NON-CONTRACT CLEANING	100.0000	HR	32.0000	3,200.00
101	WAVERLY SCALES BLDG # 15601 ON-CALL EMERGENCY CLEANING	100.0000	HR	65.0000	6,500.00
Total Order					760,108.00



INITIALS

State of Nebraska Department of Transportation
REQUEST FOR PROPOSAL FOR CONTRACTUAL SERVICES

REQUEST FOR PROPOSAL NUMBER	RELEASE DATE
RFP # R306-23	July 27, 2023
OPENING DATE AND TIME	PROCUREMENT CONTACT
September 06, 2023 at 3:00 p.m. Central Time	Gayle Dietz

PLEASE READ CAREFULLY!

SCOPE OF SERVICE

The State of Nebraska (State), Department of Transportation (NDOT), is issuing this Request for Proposal (RFP) Number R306-23 for the purpose of selecting a qualified Contractor to provide Janitorial Services. A more detailed description can be found in Section V. The resulting contract may not be an exclusive contract as the State reserves the right to contract for the same or similar services from other sources now or in the future.

The term of the contract will be one (1) year commencing upon execution of the contract by the Nebraska Department of Transportation. The Contract includes the option to renew for five (5) additional one (1) year periods upon mutual agreement of the Parties. The State reserves the right to extend the period of this contract beyond the termination date when mutually agreeable to the Parties.

In the event that a contract with the awarded bidder(s) is cancelled or in the event that the State needs additional contractors to supply the solicited services, this RFP may be used to procure the solicited services for up to eighteen (18) months from the date the Intent to Award is posted, provided that 1) the solicited goods or services will be provided by a bidder (or a successive owner) who submitted a bid pursuant to this RFP, 2) the bidder's proposal was evaluated, and 3) the bidder will honor the bidder's original proposal, including the proposed cost, allowing for any price increases that would have otherwise been allowed if the bidder would have received the initial award.

ALL INFORMATION PERTINENT TO THIS REQUEST FOR PROPOSAL CAN BE FOUND ON THE INTERNET AT:
<http://dot.nebraska.gov/business-center/business-opp/procure-service-opp/>.

Mandatory Pre-Proposal Conference will be held on August 15, 2023, 9:00 A.M. CDT at NDOT Central Complex, Bldg. # 00201, 1500 Nebraska Parkway, Lincoln, NE 68512.

IMPORTANT NOTICE: Pursuant to Neb. Rev. Stat. § 84-602.04, State contracts in effect as of January 1, 2014, and contracts entered into thereafter, must be posted to a public website. The resulting contract, the Request for Proposal, and the awarded bidder's proposal and response will be posted to a public website managed by DAS, which can be found at <http://statecontracts.nebraska.gov> And https://www.nebraska.gov/das/materiel/purchasing/contract_search/index.php.

In addition, and in furtherance of the State's public records Statute (Neb. Rev. Stat. § 84-712 et seq.), all proposals or responses received regarding this Request for Proposal will be posted to the State Purchasing Bureau public website.

These postings will include the entire proposal or response. Bidder must request that proprietary information be excluded from the posting. The bidder must identify the proprietary information, mark the proprietary information according to state law, and submit the proprietary information in a separate file named conspicuously as "PROPRIETARY INFORMATION". The bidder should submit a detailed written document showing that the release of the proprietary information would give a business advantage to named business competitor(s) and explain how the named business competitor(s) will gain an actual business advantage by disclosure of information. The mere assertion that information is proprietary or that a speculative business advantage might be gained is not sufficient. (See Attorney General Opinion No. 92068, April 27, 1992). THE BIDDER MAY NOT ASSERT THAT THE ENTIRE PROPOSAL IS PROPRIETARY. COST PROPOSALS WILL NOT BE CONSIDERED PROPRIETARY AND ARE A PUBLIC RECORD IN THE STATE OF NEBRASKA. The State will determine, in its sole discretion, if the disclosure of the information designated by the Bidder as proprietary would 1) give advantage to business competitors and 2) serve no public purpose. The Bidder will be notified of the State's decision. Absent a determination by the State that the information may be withheld pursuant to Neb. Rev. Stat. § 84-712.05, the State will consider all information a public record subject to disclosure.

If the State determines it is required to release withheld proprietary information, the bidder will be informed. It will be the bidder's responsibility to defend the bidder's asserted interest in non-disclosure.

To facilitate such public postings, with the exception of proprietary information, the State of Nebraska reserves a royalty-free, nonexclusive, and irrevocable right to copy, reproduce, publish, post to a website, or otherwise use any contract, proposal, or response to this Request for Proposal for any purpose, and to authorize others to use the documents. Any individual or entity awarded a contract, or who submits a proposal or response to this Request for Proposal, specifically waives any copyright or other protection the contract, proposal, or response to the Request for Proposal may have; and acknowledges that they have the ability and authority to enter into such waiver. This reservation and waiver are a prerequisite for submitting a proposal or response to this Request for Proposal, and award of a contract. Failure to agree to the reservation and waiver will result in the proposal or response to the Request for Proposal being found non-responsive and rejected.

Any entity awarded a contract or submitting a proposal or response to the Request for Proposal agrees not to sue, file a claim, or make a demand of any kind, and will indemnify and hold harmless the State and its employees, volunteers, agents, and its elected and appointed officials from and against any and all claims, liens, demands, damages, liability, actions, causes of action, losses, judgments, costs, and expenses of every nature, including investigation costs and expenses, settlement costs, and attorney fees and expenses, sustained or asserted against the State, arising out of, resulting from, or attributable to the posting of the contract or the proposals and responses to the Request for Proposal, awards, and other documents.

TABLE OF CONTENTS

REQUEST FOR PROPOSAL FOR CONTRACTUAL SERVICES	i
TABLE OF CONTENTS.....	ii
GLOSSARY OF TERMS.....	v
ACRONYM LIST	viii
I. PROCUREMENT PROCEDURE	1
A. GENERAL INFORMATION.....	1
B. PROCURING OFFICE AND COMMUNICATION WITH STATE STAFF AND EVALUATORS.....	1
C. SCHEDULE OF EVENTS.....	1
D. WRITTEN QUESTIONS AND ANSWERS.....	3
E. PRE-PROPOSAL CONFERENCE	3
F. NOTICE OF INTENT TO ATTEND MANDATORY PRE-PROPOSAL CONFERENCE	3
G. SECRETARY OF STATE/TAX COMMISSIONER REGISTRATION REQUIREMENTS.....	3
H. ETHICS IN PUBLIC CONTRACTING	3
I. DEVIATIONS FROM THE REQUEST FOR PROPOSAL	3
J. PRICES & COST CLARIFICATION.....	4
K. SUBMISSION OF PROPOSALS	4
L. BID BOND	4
M. PROPOSAL PREPARATION COSTS	4
N. FAILURE TO COMPLY WITH REQUEST FOR PROPOSAL	4
O. PROPOSAL CORRECTIONS.....	4
P. LATE PROPOSALS.....	4
Q. PROPOSAL OPENING.....	4
R. REQUEST FOR PROPOSAL/PROPOSAL REQUIREMENTS	5
S. EVALUATION OF PROPOSALS	5
T. BEST AND FINAL OFFER.....	5
U. REFERENCE AND CREDIT CHECKS	5
V. AWARD	5
W. LUMP SUM OR "ALL OR NONE" PROPOSALS	6
X. REJECTION OF PROPOSALS	6
Y. RESIDENT BIDDER	6
II. TERMS AND CONDITIONS	7
a. GENERAL.....	7
b. NOTIFICATION	7
c. BUYER'S REPRESENTATIVE	7
d. GOVERNING LAW (Nonnegotiable).....	7
e. DISCOUNTS.....	8
f. PRICES	8
g. BEGINNING OF WORK & SUSPENSION OF SERVICES	8
h. AMENDMENT.....	8
i. CHANGE ORDERS OR SUBSTITUTIONS	8
j. RECORD OF VENDOR PERFORMANCE	8
k. CORRECTIVE ACTION PLAN	9
l. NOTICE OF POTENTIAL CONTRACTOR BREACH	9
m. BREACH.....	9
n. NON-WAIVER OF BREACH.....	9
o. SEVERABILITY	9
p. INDEMNIFICATION	9
q. ATTORNEY'S FEES	10
r. PERFORMANCE BOND.....	10
s. ASSIGNMENT, SALE, OR MERGER.....	10
t. CONTRACTING WITH OTHER NEBRASKA POLITICAL SUB-DIVISIONS OF THE STATE OR ANOTHER STATE	10
u. FORCE MAJEURE	10

V.	CONFIDENTIALITY	10
W.	EARLY TERMINATION	11
X.	CONTRACT CLOSEOUT	11
III.	CONTRACTOR DUTIES	12
a.	INDEPENDENT CONTRACTOR / OBLIGATIONS.....	12
b.	EMPLOYEE WORK ELIGIBILITY STATUS.....	12
c.	COMPLIANCE WITH CIVIL RIGHTS LAWS AND EQUAL OPPORTUNITY EMPLOYMENT / NONDISCRIMINATION (Nonnegotiable)	12
d.	COOPERATION WITH OTHER CONTRACTORS	13
e.	PERMITS, REGULATIONS, LAWS	13
f.	OWNERSHIP OF INFORMATION AND DATA / DELIVERABLES.....	13
g.	INSURANCE REQUIREMENTS.....	13
h.	ANTITRUST.....	15
i.	CONFLICT OF INTEREST	15
j.	STATE PROPERTY.....	15
k.	SITE RULES AND REGULATIONS.....	15
l.	ADVERTISING	15
m.	DISASTER RECOVERY/BACK UP PLAN.....	15
n.	WARRANTY	15
o.	TIME IS OF THE ESSENCE.....	15
IV.	PAYMENT	16
a.	PROHIBITION AGAINST ADVANCE PAYMENT (Nonnegotiable).....	16
b.	TAXES (Nonnegotiable).....	16
c.	INVOICES.....	16
d.	INSPECTION AND APPROVAL	16
e.	PAYMENT (Nonnegotiable)	16
f.	LATE PAYMENT (Nonnegotiable)	16
g.	SUBJECT TO FUNDING / FUNDING OUT CLAUSE FOR LOSS OF APPROPRIATIONS (Nonnegotiable)	16
h.	RIGHT TO AUDIT (First Paragraph is Nonnegotiable)	16
V.	PROJECT DESCRIPTION AND SCOPE OF WORK	17
A.	PROJECT REQUIREMENTS	17
B.	CONTRACT PERFORMANCE	17
C.	EMPLOYEES.....	17
D.	CRIMINAL BACKGROUND INVESTIGATION POLICY	18
E.	FACILITY SECURITY	18
F.	LOST AND FOUND	18
G.	DAMAGED AND BROKEN ITEMS	18
H.	EQUIPMENT AND SUPPLIES	19
I.	FEMININE PRODUCTS.....	19
J.	ENTRYWAY MATS	19
K.	DAYS AND HOURS OF WORK	19
L.	SCHEDULED CLEANING	20
M.	EXCLUDED AREAS	20
N.	WORK PLAN	20
O.	SITE SPECIFIC INFORMATION / REQUIREMENTS AND WORK SCHEDULE	20
P.	DELIVERABLES.....	36
Q.	COST PROPOSAL REQUIREMENTS	36
R.	COST SHEET.....	36
S.	PRICES	36
	Form A Bidder Proposal Point of Contact.....	37
	Form B Notification of Intent to Attend Pre-Proposal Conference	38
	Form C Notification of Intent to Submit Proposal	39
	REQUEST FOR PROPOSAL FOR CONTRACTUAL SERVICES FORM.....	40

GLOSSARY OF TERMS

Addendum: Something to be added or deleted to an existing document; a supplement.

Agency: Any state agency, board, or commission other than the University of Nebraska, the Nebraska State colleges, the courts, the Legislature, or any other office or agency established by the Constitution of Nebraska.

Agent/Representative: A person authorized to act on behalf of another.

Amend: To alter or change by adding, subtracting, or substituting.

Amendment: A written correction or alteration to a document.

Appropriation: Legislative authorization to expend public funds for a specific purpose. Money set apart for a specific use.

Automated Clearing House: (ACH) Electronic network for financial transactions in the United States

Award: All purchases, leases, or contracts which are based on competitive proposals will be awarded according to the provisions in the Request for Proposal.

Best and Final Offer (BAFO): In a competitive proposal, the final offer submitted which contains the bidder's most favorable terms for price.

Bid Bond: An insurance agreement, accompanied by a monetary commitment, by which a third party (the surety) accepts liability and guarantees that the contractor will not withdraw the bid.

Bidder: A contractor who submits a proposal in response to a written Request for Proposal.

Breach: Violation of a contractual obligation by failing to perform or repudiation of one's own promise.

Business: Any corporation, partnership, individual, sole proprietorship, joint-stock company, joint venture, or any other private legal entity.

Business Day: Any weekday, except State-recognized holidays.

Calendar Day: Every day shown on the calendar including Saturdays, Sundays, and State/Federal holidays.

Cancellation: To call off or revoke a purchase order or contract without expectation of conducting or performing it at a later time.

Change Order: Document that provides an addendum and/or amendments to an executed purchase order or contract.

Collusion: An agreement or cooperation between two or more persons or entities to accomplish a fraudulent, deceitful, or unlawful purpose.

Confidential Information: Unless otherwise defined below, "Confidential Information" shall also mean proprietary trade secrets, academic and scientific research work which is in progress and unpublished, and other information which if released would give advantage to business competitors and serve no public purpose (see Neb. Rev. Stat. §84-712.05(3)). In accordance with Nebraska Attorney General Opinions 92068 and 97033, proof that information is proprietary requires identification of specific, named competitor(s) who would be advantaged by release of the information and the specific advantage the competitor(s) would receive.

Contract: An agreement between two or more parties creating obligations that are enforceable or otherwise recognizable at law; the writing that sets forth such an agreement.

Contract Administration: The administration of the contract which includes and is not limited to; contract signing, contract amendments and any necessary legal actions.

Contract Award: Occurs upon execution of the State document titled "Service Contract Award" by the proper authority.

Contract Management: The management of day-to-day activities at the agency which includes and is not limited to ensuring deliverables are received, specifications are met, handling meetings and making payments to the Contractor.

Contract Period: The duration of the contract.

Contractor: An individual or entity lawfully conducting business in the State, or licensed to do so, who seeks to provide goods or services under the terms of a written Request for Proposal.

Copyright: A property right in an original work of authorship fixed in any tangible medium of expression, giving the holder the exclusive right to reproduce, adapt and distribute the work.

Customer Service: The process of ensuring customer satisfaction by providing assistance and advice on those products or services provided by the Contractor.

Default: The omission or failure to perform a contractual duty.

Deviation: Any proposed change(s) or alteration(s) to either the terms and conditions or deliverables within the scope of the written Request for Proposal or contract.

Evaluation: The process of examining an offer after opening to determine the bidder's responsibility, responsiveness to requirements, and to ascertain other characteristics of the offer that relate to determination of the successful award.

Evaluation Committee: Individuals selected by the requesting agency for the evaluation of proposals (offers made in response to written Request for Proposals).

Extension: Continuance of a contract for a specified duration upon the agreement of the parties beyond the original Contract Period. Not to be confused with "Renewal Period".

Foreign Corporation: A foreign corporation that was organized and chartered under the laws of another state, government, or country.

Installation Date: The date when the procedures described in "Installation by Contractor", and "Installation by State", as found in the Request for Proposal, or contract, are completed.

Interested Party: A person, acting in their personal capacity, or an entity entering into a contract or other agreement creating a legal interest therein.

Late Proposal: An offer received after the Opening Date and Time.

Mandatory/Must: Required, compulsory, or obligatory.

May: Discretionary, permitted; used to express possibility.

Must: See Mandatory/Must and Shall/Will/Must.

Non-Responsive Proposal: Any proposal that does not comply with the requirements of the Request for Proposal.

Opening Date and Time: Specified date and time for the public opening of received, labeled, and sealed formal proposals.

Performance Bond: An insurance agreement, accompanied by a monetary commitment, by which a third party (the surety) accepts liability and guarantees that the Contractor fulfills any and all obligations under the contract.

Point of Contact (POC): The person designated to receive communications and to communicate.

Pre-Proposal Conference: A meeting scheduled for the purpose of clarifying a written Request for Proposal and related expectations.

Project: The total scheme, program, or method worked out for the accomplishment of an objective, including all documentation, commodities, and services to be provided under the contract.

Proposal: Bidder's response to a written Request for Proposal.

Proposal Opening: The process of opening correctly submitted offers at the time and place specified in the written Request for Proposal and in the presence of anyone who wished to attend.

Protest/Grievance: A complaint about a governmental action or decision related to a Request for Proposal or resultant contract, brought by a bidder who has submitted a proposal response by the opening date and time in connection with the award in question, to AS Materiel Division or another designated agency with the intention of achieving a remedial result.

Release Date: The date of public release of the written Request for Proposal to seek offers.

Renewal Period: Optional contract periods subsequent to the original Contract Period for a specified duration with previously agreed to terms and conditions. Not to be confused with Extension.

Request for Proposal (RFP): A written solicitation utilized for obtaining competitive offers.

Responsible Contractor: A contractor who has the capability in all respects to perform fully and lawfully all requirements with integrity and reliability to assure good faith performance.

Responsive Bidder: A vendor who has submitted a proposal which conforms to all requirements of the Request for Proposal document.

Shall/Will/Must: An order/command; mandatory.

Should: Expected; suggested, but not necessarily mandatory.

Specifications: The detailed statement, especially of the measurements, quality, materials, and functional characteristics, or other items to be provided under a contract.

Subcontractor: Individual or entity with whom the contractor enters a contract to perform a portion of the work awarded to the contractor.

Termination: Occurs when either Party, pursuant to a power created by agreement or law, puts an end to the contract prior to the stated expiration date. All obligations which are still executory on both sides are discharged but any right based on prior breach or performance survives.

Third Party: Any person or entity, including but not limited to fiduciaries, shareholders, owners, officers, managers, employees, legally disinterested persons, and sub-contractors or agents, and their employees. It shall not include any entity or person who is an interested Party to the contract or agreement.

Trade Secret: Information, including, but not limited to, a drawing, formula, pattern, compilation, program, device, method, technique, code, or process that (a) derives independent economic value, actual or potential, from not being known to, and not being ascertainable by proper means by, other persons who can obtain economic value from its disclosure or use; and (b) is the subject of efforts that are reasonable under the circumstances to maintain its secrecy (see Neb. Rev. Stat. § 87-502(4)).

Trademark: A word, phrase, logo, or other graphic symbol used by a manufacturer or contractor to distinguish its product from those of others, registered with the U.S. Patent and Trademark Office.

Vendor: An individual or entity lawfully conducting business with the State.

Vendor Performance Report: A report issued to the Contractor by State Purchasing Bureau when products or services delivered or performed fail to meet the terms of the purchase order, contract, and/or specifications, as reported to State Purchasing Bureau by the agency. The State Purchasing Bureau shall contact the Contractor regarding any such report. The vendor performance report will become a part of the permanent record for the Contractor. The State may require vendor to cure. Two such reports may be cause for immediate termination.

Will: See Mandatory/Shall/Will/Must.

Work Day: See Business Day.

ACRONYM LIST

ACH – Automated Clearing House

BAFO – Best and Final Offer

COI – Certificate of Insurance

DAS – Department of Administrative Services

NDOT – Nebraska Department of Transportation

RFP – Request for Proposal

I. PROCUREMENT PROCEDURE

A. GENERAL INFORMATION

The Request for Proposal is designed to solicit proposals from a qualified bidder who will be responsible for providing janitorial Services at a competitive and reasonable cost. Terms and Conditions, Project Description and Scope of Work, Proposal instructions, and Cost Proposal Requirements may be found in Sections II through VI.

Proposals shall conform to all instructions, conditions, and requirements included in the Request for Proposal. Prospective bidders are expected to carefully examine all documents, schedules, and requirements in this Request for Proposal, and respond to each requirement in the format prescribed. Proposals may be found non-responsive if they do not conform to the Request for Proposal.

B. PROCURING OFFICE AND COMMUNICATION WITH STATE STAFF AND EVALUATORS

Procurement responsibilities related to this Request for Proposal reside with Nebraska Department of Transportation. The point of contact (POC) for the procurement is as follows:

RFP Number: R306-23
Name: Gayle Dietz
Agency: Nebraska Department of Transportation (NDOT)
Address: 5001 So. 14th Street
Lincoln, NE 68512
Telephone: (402) 479-4350
E-Mail: NDOT.ProcurementServices@nebraska.gov

From the date the Request for Proposal is issued until the Intent to Award is issued, communication from the bidder is limited to the POC listed above. After the Intent to Award is issued, the bidder may communicate with individuals the State has designated as responsible for negotiating the contract on behalf of the State. No member of the State Government, employee of the State, or member of the Evaluation Committee is empowered to make binding statements regarding this Request for Proposal. The POC will issue any answers, clarifications, or amendments regarding this Request for Proposal in writing. Only the SPB or awarding agency can award a contract. Bidders shall not have any communication with or attempt to communicate or influence any evaluator involved in this Request for Proposal.

The following exceptions to these restrictions are permitted:

1. Contact made pursuant to pre-existing contracts or obligations;
2. Contact required by the schedule of events, or an event scheduled later by the RFP POC; and
3. Contact required for negotiation and execution of the final contract.

The State reserves the right to reject a bidder's proposal, withdraw an Intent to Award, or terminate a contract if the State determines there has been a violation of these procurement procedures.

C. SCHEDULE OF EVENTS

The State expects to adhere to the procurement schedule shown on the following page, but all dates are approximate and subject to change.

Schedule of Events		
ACTIVITY		DATE/TIME
1.	Release RFP	July 27, 2023
2.	Last day to submit "Notification of Intent to Attend Pre-Proposal Conference"	August 11, 2023
3.	Mandatory Pre-Proposal Location: NDOT Central Complex Building No. 00201 Auditorium – Room 139A 1500 Nebraska Parkway Lincoln, NE 68512 <i>* Registration Advisement:</i> <i>Proposals will only be accepted from those Companies/Firms which properly register their attendance at this meeting by completing all of the required information on the State Registration Sheet.</i>	August 15, 2023 at 9:00 a.m.
4.	Last day to submit written questions after Pre-Proposal Conference	August 22, 2023
5.	State responds to written questions through RFP "Addendum" and/or "Amendment" to be posted to the Internet at: http://dot.nebraska.gov/business-center/business-opp/procure-service-opp/	August 25, 2023
6.	Proposal Opening Location: Nebraska Department of Transportation, Operations Division, Bldg. #00101 5001 S. 14 th Street Lincoln, NE 68512	September 06, 2023 3:00 PM Central Time
7.	Review for conformance to RFP requirements	September 06, 2023
8.	Evaluation period	September 07, 2023
9.	Post "Notification of Intent to Award" to Internet at: http://dot.nebraska.gov/business-center/business-opp/procure-service-opp/	September 07, 2023
10.	Contract finalization period	September 11, 2023 Through October 10, 2023
11.	Contract award	October 11, 2023
12.	Contractor start date	November 01, 2023

D. WRITTEN QUESTIONS AND ANSWERS

Questions regarding the meaning or interpretation of any Request for Proposal provision must be submitted in writing to Nebraska Department of Transportation and clearly marked "RFP Number R306-23; Janitorial Services Questions". The POC is not obligated to respond to questions that are received late per the Schedule of Events.

Bidders should present, as questions, any assumptions upon which the bidder's proposal is or might be developed. Any proposal containing assumptions may be deemed non-responsive. Non-responsive proposals may be rejected by the State. Proposals will be evaluated without consideration of any known or unknown assumptions of a bidder. The contract will not incorporate any known or unknown assumptions of a bidder.

It is preferred that questions be sent via e-mail to NDOT.ProcurementServices@nebraska.gov, but may be delivered by hand or by U.S. Mail. It is recommended that Bidders submit questions using the following format.

RFP Section Reference	RFP Page Number	Question

Written answers will be posted at <http://dot.nebraska.gov/business-center/business-opp/procure-service-opp/> per the Schedule of Events.

E. PRE-PROPOSAL CONFERENCE

A pre-proposal conference will be held per the Schedule of Events. Attendance at the pre-proposal conference is mandatory. Bidders will have an opportunity to ask questions at the conference to assist in the clarification and understanding of the Request for Proposal requirements. Questions that have a material impact on the Request for Proposal or process, and questions that are relevant to all bidders, will be answered in writing and posted at <http://dot.nebraska.gov/business-center/business-opp/procure-service-opp/>. An answer must be posted to be binding on the State. The State will attempt to provide verbal answers to questions that do not impact the Request for Proposal or process and are only of interest to an individual bidder during the conference. If a bidder feels it necessary to have a binding answer to a question that was answered verbally, the question should be submitted in writing per the Schedule of Events.

F. NOTICE OF INTENT TO ATTEND MANDATORY PRE-PROPOSAL CONFERENCE

Bidders should notify the POC of their intent to attend by submitting a "Notification of Intent to Attend the Pre-Proposal Conference Form" (see Form B) via e-mail to NDOT.ProcurementServices@nebraska.gov.

G. SECRETARY OF STATE/TAX COMMISSIONER REGISTRATION REQUIREMENTS

All bidders must be authorized to transact business in the State of Nebraska and comply with all Nebraska Secretary of State Registration requirements. The bidder who is the recipient of an Intent to Award may be required to certify that it has complied and produce a true and exact copy of its current (within ninety (90) calendar days of the intent to award) Certificate or Letter of Good Standing, or in the case of a sole proprietorship, provide written documentation of sole proprietorship and complete the United States Citizenship Attestation Form, available on the Nebraska Department of Transportation website at: <http://dot.nebraska.gov/media/2802/ndot289.pdf>. This should be accomplished prior to execution of the contract.

H. ETHICS IN PUBLIC CONTRACTING

The State reserves the right to reject proposals, withdraw an intent to award or award, or terminate a contract if an ethical violation has been committed, which includes, but is not limited to:

1. Offering or giving, directly or indirectly, a bribe, fee, commission, compensation, gift, gratuity, or anything of value to any person or entity in an attempt to influence the bidding process;
2. Utilizing the services of lobbyists, attorneys, political activists, or consultants to influence or subvert the bidding process;
3. Being considered for, presently being, or becoming debarred, suspended, ineligible, or excluded from contracting with any state or federal entity;
4. Submitting a proposal on behalf of another Party or entity; and
5. Colluding with any person or entity to influence the bidding process, submit sham proposals, preclude bidding, fix pricing or costs, create an unfair advantage, subvert the proposal, or prejudice the State.

The bidder shall include this clause in any subcontract entered into for the exclusive purpose of performing this contract.

Bidder shall have an affirmative duty to report any violations of this clause by the bidder throughout the bidding process and throughout the term of this contract for the awarded bidder and their subcontractors.

I. DEVIATIONS FROM THE REQUEST FOR PROPOSAL

The requirements contained in the Request for Proposal (Sections II thru VI) become a part of the terms and conditions of the contract resulting from this Request for Proposal. Any deviations from the Request for Proposal in Sections II through VI must be clearly defined by the bidder in its proposal and, if accepted by the State, will become part of the contract. Any specifically defined deviations must not be in conflict with the basic nature of the Request for Proposal, requirements, or applicable state or federal laws or statutes. "Deviation", for the purposes of this Request for Proposal, means any proposed changes or alterations to either the contractual language or deliverables within the scope of this Request for Proposal. The State discourages deviations and reserves the right to reject proposed deviations.

J. PRICES & COST CLARIFICATION

Discount and Price provisions are discussed in Section II. E. & F. The State reserves the right to review all aspects of cost for reasonableness and to request clarification of any proposal where the cost component indicates a significant and unsupported deviation from industry standards or in areas where detailed pricing is required.

K. SUBMISSION OF PROPOSALS

State will not accept proposals by mail, email, voice, or telephone, unless otherwise explicitly stated in writing by the State.

Pages may be consecutively numbered for the entire proposal or may be numbered consecutively within sections. Figures and tables should be numbered and referenced in the text by that number. They should be placed as close as possible to the referencing text. The Technical Proposal should not contain any reference to dollar amounts. However, information such as data concerning labor hours and categories, materials, subcontracts and so forth, shall be considered in the Technical Proposal so that the bidder's understanding of the scope of work may be evaluated. The Technical Proposal shall disclose the bidder's technical approach in as much detail as possible, including, but not limited to, the information required by the Technical Proposal instructions.

No late proposals will be accepted.

It is the responsibility of the bidder to check the website for all information relevant to this RFP to include addenda and/or amendments issued prior to the opening date. The website can be found here: <http://dot.nebraska.gov/business-center/business-opp/procure-service-opp/>.

Emphasis should be concentrated on conformance to the RFP instructions, responsiveness to requirements, completeness, and clarity of content. If the bidder's proposal is presented in such a fashion that makes evaluation difficult or overly time consuming the State reserves the right to reject the proposal as non-conforming.

The "Request for Proposal for Contractual Services" form must be signed manually in ink or by DocuSign and returned by the proposal opening date and time along with the bidder's Request for Proposal and any other requirements as stated in the Request for Proposal document in order for the bidder's Request for Proposal response to be evaluated.

By signing the "Request for Proposal for Contractual Services" form, the bidder guarantees compliance with the provisions stated in this Request for Proposal.

L. BID BOND

Bidders shall submit a bid bond with their proposal. The bid bond must be in the amount of five (5%) percent of their total proposal prices. The bid bond will be released upon execution of the awarded contract.

M. PROPOSAL PREPARATION COSTS

The State shall not incur any liability for any costs incurred by bidder's in replying to this Request for Proposal, including any activity related to bidding on this Request for Proposal.

N. FAILURE TO COMPLY WITH REQUEST FOR PROPOSAL

Violation of the terms and conditions contained in this Request for Proposal or any resultant contract, at any time before or after the award, shall be grounds for action by the State which may include, but is not limited to, the following:

1. Rejection of a bidder's proposal,
2. Withdrawal of the Intent to Award,
3. Withdrawal of the Award,
4. Negative documentation regarding Vendor Performance,
5. Termination of the resulting contract,
6. Legal action; and
7. Suspension of the bidder from further bidding with the State for the period of time relative to the seriousness of the violation. Such period to be within the sole discretion of the State.

O. PROPOSAL CORRECTIONS

A bidder may correct a mistake in a bid prior to the time of opening by giving written notice to the State of intent to withdraw the bid for modification or to withdraw the bid completely.

Changing a proposal after opening may be permitted if the change is made to correct a minor error that does not affect price, quantity, quality, delivery, or contractual conditions. In case of a mathematical error in extension of price, unit price shall govern.

P. LATE PROPOSALS

Proposals received after the time and date of the proposal opening will be considered late proposals. Late proposals will be considered non-responsive. The State is not responsible for proposals that are late or lost regardless of cause or fault.

Q. PROPOSAL OPENING

The opening of proposals will be public, and the bidders will be announced. Proposals **WILL NOT** be available for viewing by those present at the proposal opening. Proposals will be posted to the NDOT website once an Intent to Award has been posted to the website. Once proposals are opened, they become the property of the State of Nebraska and will not be returned.

R. REQUEST FOR PROPOSAL/PROPOSAL REQUIREMENTS

The proposals will first be examined to determine if all requirements listed below have been addressed and whether further evaluation is warranted. Proposals not meeting the requirements may be rejected as non-responsive. The requirements are:

1. Original Request for Proposal for Contractual Services form signed manually in ink or by DocuSign;
2. Clarity and responsiveness of the proposal;
3. Completed State Cost Proposal Template.

S. EVALUATION OF PROPOSALS

All proposals that are responsive to the Request for Proposal will be evaluated based on the following:

1. Cost Proposal

Neb. Rev. Stat. § 73-107 allows for a preference for a resident disabled veteran or business located in a designated enterprise zone. When a state contract is to be awarded to the lowest responsible bidder, a resident disabled veteran or a business located in a designated enterprise zone under the Enterprise Zone Act shall be allowed a preference over any other resident or nonresident bidder, if all other factors are equal.

Resident disabled veterans means any person (a) who resides in the State of Nebraska, who served in the United States Armed Forces, including any reserve component or the National Guard, who was discharged or otherwise separated with a characterization of honorable or general (under honorable conditions), and who possesses a disability rating letter issued by the United States Department of Veterans Affairs establishing a service-connected disability or a disability determination from the United States Department of Defense and (b)(i) who owns and controls a business or, in the case of a publicly owned business, more than fifty percent of the stock is owned by one or more persons described in (a) of this paragraph and (ii) the management and daily business operations of the business are controlled by one or more persons described in (a) of this paragraph. Any contract entered into without compliance with this section shall be null and void.

Therefore, if a resident disabled veteran or business located in a designated enterprise zone submits a proposal in accordance with Neb. Rev. Stat. § 73-107 and has so indicated on the Request for Proposal cover page under "Contractor must complete the following" requesting priority/preference to be considered in the award of this contract, the following will need to be submitted by the contractor within ten (10) business days of request:

1. Documentation from the United States Armed Forces confirming service,
2. Documentation of discharge or otherwise separated characterization of honorable or general (under honorable conditions),
3. Disability rating letter issued by the United States Department of Veterans Affairs establishing a service-connected disability or a disability determination from the United States Department of Defense; and
4. Documentation which shows ownership and control of a business or, in the case of a publicly owned business, more than fifty percent of the stock is owned by one or more persons described in subdivision (a) of this subsection; and the management and daily business operations of the business are controlled by one or more persons described in subdivision (a) of this subsection.

Failure to submit the requested documentation within ten (10) business days of notice will disqualify the bidder from consideration of the preference.

T. BEST AND FINAL OFFER

Each bidder should provide its best offer with their original proposal response and should not expect the State to request a best and final offer (BAFO).

The State reserves the right to conduct more than one BAFO or to not offer every bidder an opportunity to submit a BAFO. If requested by the State, the BAFO must be submitted on the BAFO Cost Proposal form and in accordance with the State's instructions. Failure to submit a requested BAFO or failure to submit a BAFO in accordance with the State's instructions may result in rejection of the bidder's entire proposal response.

U. REFERENCE AND CREDIT CHECKS

The State reserves the right to conduct and consider reference and credit checks. The State reserves the right to use third parties to conduct reference and credit checks. By submitting a proposal in response to this Request for Proposal, the bidder grants to the State the right to contact or arrange a visit in person with any or all of the bidder's clients. Reference and credit checks may be grounds to reject a proposal, withdraw an intent to award, or rescind the award of a contract.

V. AWARD

The State reserves the right to evaluate proposals and award contracts in a manner utilizing criteria selected at the State's discretion and in the State's best interest. After evaluation of the proposals, or at any point in the Request for Proposal process, the State of Nebraska may take one or more of the following actions:

1. Amend the Request for Proposal,
2. Extend the time of or establish a new proposal opening time,
3. Waive deviations or errors in the State's Request for Proposal process and in bidder proposals that are not material, do not compromise the Request for Proposal process or a bidder's proposal, and do not improve a bidder's competitive position,
4. Accept or reject a portion of or all of a proposal,
5. Accept or reject all proposals,
6. Withdraw the Request for Proposal;

7. Elect to rebid the Request for Proposal;
8. Award single lines or multiple lines to one or more bidders; or,
9. Award one or more all-inclusive contracts.

The Request for Proposal does not commit the State to award a contract. Once intent to award decision has been determined, it will be posted to the Internet at: <http://dot.nebraska.gov/business-center/business-opp/procure-service-opp/>.

Any protests must be filed by a bidder within ten (10) business days after the intent to award decision is posted to the Internet. Grievance and protest procedure is available on the Internet at: <http://dot.nebraska.gov/business-center/business-opp/pre-maint/>.

W. LUMP SUM OR "ALL OR NONE" PROPOSALS

The State reserves the right to purchase item-by-item, by groups or as a total when the State may benefit by so doing. Bidders may submit a proposal on an "all or none" or "lump sum" basis but should also submit a proposal on an item-by-item basis. The term "all or none" means a conditional proposal which requires the purchase of all items on which proposals are offered and bidder declines to accept award on individual items; a "lump sum" proposal is one in which the bidder offers a lower price than the sum of the individual proposals if all items are purchased but agrees to deliver individual items at the prices quoted.

X. REJECTION OF PROPOSALS

The State reserves the right to reject any or all proposals, wholly or in part, in the best interest of the State.

Y. RESIDENT BIDDER

Pursuant to Neb. Rev. Stat. §§ 73-101.01 & 73-101.02, a Resident Bidder shall be allowed a preference against a Non-resident Bidder from a state which gives or requires a preference to Bidders from that state. The preference shall be equal to the preference given or required by the state of the Nonresident Bidders. Where the lowest responsible bid from a resident Bidder is equal in all respects to one from a nonresident Bidder from a state which has no preference law, the resident Bidder shall be awarded the contract. The provision of this preference shall not apply to any contract for any project upon which federal funds would be withheld because of the provisions of this preference.

II. TERMS AND CONDITIONS

Bidder is expected to read the Terms and Conditions. By signing the Request for Proposal, bidder is agreeing to be legally bound by all the accepted terms and conditions, and any proposed alternative terms and conditions submitted with the proposal. The State reserves the right to negotiate rejected or proposed alternative language. If the State and bidder fail to agree on the final Terms and Conditions, the State reserves the right to reject the proposal. The State of Nebraska is soliciting proposals in response to this Request for Proposal. The State of Nebraska reserves the right to reject proposals that attempt to substitute the bidder's commercial contracts and/or documents for this Request for Proposal.

The bidders should submit with their proposal any license, user agreement, service level agreement, or similar documents that the bidder wants incorporated in the Contract. The State will not consider incorporation of any document not submitted with the bidder's proposal as the document will not have been included in the evaluation process. These documents shall be subject to negotiation and will be incorporated as addendums if agreed to by the Parties.

If a conflict or ambiguity arises after the Addendum to Contract Award have been negotiated and agreed to, the Addendum to Contract Award shall be interpreted as follows:

1. If only one Party has a particular clause then that clause shall control,
2. If both Parties have a similar clause, but the clauses do not conflict, the clauses shall be read together,
3. If both Parties have a similar clause, but the clauses conflict, the State's clause shall control.

a. GENERAL

1. The contract resulting from this Request for Proposal shall incorporate the following documents:
 - a. Request for Proposal, including any attachments and addenda;
 - b. Amendments to the Request for Proposal;
 - c. Questions and Answers;
 - d. Bidder's properly submitted proposal, including any terms and conditions or agreements submitted by the bidder; and
 - e. Amendments and Addendums to the Contract.

These documents constitute the entirety of the contract.

Unless otherwise specifically stated in a future contract amendment, in case of any conflict between the incorporated documents, the documents shall govern in the following order of preference with number one (1) receiving preference over all other documents and with each lower numbered document having preference over any higher numbered document: 1) Amendment or Addendum to the executed Contract with the most recent dated amendment or addendum having the highest priority, 2) Amendments to the Request for Proposal, 3) Questions and Answers, 4) the original Request for Proposal document and any Addenda or attachments, and 4)

the Contractor's submitted Proposal, including any terms and conditions or agreements submitted by the that are accepted by the State.

For the avoidance of doubt, unless otherwise explicitly and specifically agreed to in writing by the State, the State's standard terms and conditions, as executed by the State and, shall always control over any terms and conditions or agreements submitted or included by the Contractor.

Any ambiguity or conflict in the contract discovered after its execution, not otherwise addressed herein, shall be resolved in accordance with the rules of contract interpretation as established in the State of Nebraska.

b. NOTIFICATION

Bidder and State shall identify the contract manager who shall serve as the point of contact for the executed contract.

Communications regarding the executed contract shall be in writing and shall be deemed to have been given if delivered personally; electronically, return receipt requested; or mailed, return receipt requested. All notices, requests, or communications shall be deemed effective upon receipt.

Either party may change its address for notification purposes by giving notice of the change and setting forth the new address and an effective date.

c. BUYER'S REPRESENTATIVE

The State reserves the right to appoint a Buyer's Representative to manage or assist the Buyer in managing the contract on behalf of the State. The Buyer's Representative will be appointed in writing, and the appointment document will specify the extent of the Buyer's Representative authority and responsibilities. If a Buyer's Representative is appointed, the bidder will be provided a copy of the appointment document and is expected to cooperate accordingly with the Buyer's Representative. The Buyer's Representative has no authority to bind the State to a contract, amendment, addendum, or other change or addition to the contract.

d. GOVERNING LAW (Nonnegotiable)

Notwithstanding any other provision of this contract, or any amendment or addendum(s) entered into contemporaneously or at a later time, the parties understand and agree that, (1) the State of Nebraska is a sovereign state and its authority to contract is therefore subject to limitation by the State's Constitution, statutes, common law, and regulation; (2) this contract will be interpreted and enforced under the laws of the State of Nebraska; (3) any action to enforce the provisions of this agreement must be brought

in the State of Nebraska per state law; (4) the person signing this contract on behalf of the State of Nebraska does not have the authority to waive the State's sovereign immunity, statutes, common law, or regulations; (5) the indemnity, limitation of liability, remedy, and other similar provisions of the final contract, if any, are entered into subject to the State's Constitution, statutes, common law, regulations, and sovereign immunity; and, (6) all terms and conditions of the final contract, including but not limited to the clauses concerning third party use, licenses, warranties, limitations of liability, governing law and venue, usage verification, indemnity, liability, remedy or other similar provisions of the final contract are entered into specifically subject to the State's Constitution, statutes, common law, regulations, and sovereign immunity.

The Parties must comply with all applicable local, state, and federal laws, ordinances, rules, orders, and regulations.

e. DISCOUNTS

Prices quoted shall be inclusive of ALL trade discounts. Cash discount terms of less than thirty (30) days will not be considered as part of the proposal. Cash discount periods will be computed from the date of receipt of a properly executed claim voucher or the date of completion of delivery of all items in a satisfactory condition, whichever is later.

f. PRICES

Prices quoted shall be net, including transportation and delivery charges fully prepaid by the bidder, F.O.B. destination named in the Request for Proposal. No additional charges will be allowed for packing, packages, or partial delivery costs. When an arithmetic error has been made in the extended total, the unit price will govern.

Prices submitted on the cost proposal form shall remain fixed for the first one (1) year of the contract. Any request for a price increase subsequent to the first year of the contract shall not exceed five (5%) percent of the previous Contract period. Increases will be cumulative across the remaining periods of the contract. Requests for an increase must be submitted in writing to NDOT a minimum of 120 days prior to the end of the current contract period. Documentation may be required by the State to support the price increase.

The State reserves the right to deny any requested price increase. No price increases are to be billed to any State Agencies prior to written amendment of the contract by the parties.

The State will be given full proportionate benefit of any decreases for the term of the contract.

g. BEGINNING OF WORK & SUSPENSION OF SERVICES

The bidder shall not commence any billable work until a valid contract has been fully executed by the State and the successful Contractor. The Contractor will be notified in writing when work may begin.

The State may, at any time and without advance notice, require the Contractor to suspend any or all performance or deliverables provided under this Contract. In the event of such suspension, the Contract Manager or POC, or their designee, will issue a written order to stop work. The written order will specify which activities are to be immediately suspended and the reason(s) for the suspension. Upon receipt of such order, the Contractor shall immediately comply with its terms and take all necessary steps to mitigate and eliminate the incurrence of costs allocable to the work affected by the order during the period of suspension. The suspended performance or deliverables may only resume when the State provides the Contractor with written notice that such performance or deliverables may resume, in whole or in part.

h. AMENDMENT

This Contract may be amended in writing, within scope, upon the agreement of both parties.

i. CHANGE ORDERS OR SUBSTITUTIONS

The State and the Contractor, upon the written agreement, may make changes to the contract within the general scope of the Request for Proposal. Changes may involve specifications, the quantity of work, or such other items as the State may find necessary or desirable. Corrections of any deliverable, service, or work required pursuant to the contract shall not be deemed a change. The Contractor may not claim forfeiture of the contract by reasons of such changes.

The Contractor shall prepare a written description of the work required due to the change and an itemized cost sheet for the change. Changes in work and the amount of compensation to be paid to the Contractor shall be determined in accordance with applicable unit prices if any, a pro-rated value, or through negotiations. The State shall not incur a price increase for changes that should have been included in the Contractor's proposal, were foreseeable, or result from difficulties with or failure of the Contractor's proposal or performance.

No change shall be implemented by the Contractor until approved by the State, and the Contract is amended to reflect the change and associated costs, if any. If there is a dispute regarding the cost, but both parties agree that immediate implementation is necessary, the change may be implemented, and cost negotiations may continue with both Parties retaining all remedies under the contract and law.

*****Contractor will not substitute any item that has been awarded without prior written approval of NDOT*****

j. RECORD OF VENDOR PERFORMANCE

The State may document the vendor's performance, which may include, but is not limited to, the customer service provided by the vendor, the ability of the vendor, the skill of the vendor, and any instance(s) of products or services delivered or performed which fail to meet the terms of the purchase order, contract, and/or Request for Proposal specifications. In addition to other remedies and options available to the State, the State may issue one or more notices to the vendor outlining any issues the State has regarding

the vendor's performance for a specific contract ("Vendor Performance Notice"). The State may also document the Vendor's performance in a report, which may or may not be provided to the vendor ("Vendor Improvement Request"). The Vendor shall respond to any Vendor Performance Notice or Vendor Improvement Request in accordance with such notice or request. At the sole discretion of the State, such Vendor Performance Notices and Vendor Improvement Requests may be placed in the State's records regarding the vendor and may be considered by the State and held against the vendor in any future contract or award opportunity.

k. CORRECTIVE ACTION PLAN

If Contractor is failing to meet the Scope of Work, in whole or in part, the State may require the Contractor to complete a corrective action plan ("CAP"). The State will identify issues with the Contractor's performance and will set a deadline for the CAP to be provided. The Contractor must provide a written response to each identified issue and what steps the Contractor will take to resolve each issue, including the timeline(s) for resolution. If the Contractor fails to adequately provide the CAP in accordance with this section, fails to adequately resolve the issues described in the CAP, or fails to resolve the issues described in the CAP by the relevant deadline, the State may withhold payments and exercise any legal remedy available.

I. NOTICE OF POTENTIAL CONTRACTOR BREACH

If Contractor breaches the contract or anticipates breaching the contract, the Contractor shall immediately give written notice to the State. The notice shall explain the breach or potential breach, a proposed cure, and may include a request for a waiver of the breach if so desired. The State may, in its discretion, temporarily or permanently waive the breach. By granting a waiver, the State does not forfeit any rights or remedies to which the State is entitled by law or equity, or pursuant to the provisions of the contract. Failure to give immediate notice, however, may be grounds for denial of any request for a waiver of a breach.

m. BREACH

Either Party may terminate the contract, in whole or in part, if the other Party breaches its duty to perform its obligations under the contract in a timely and proper manner. Termination requires written notice of default and a thirty (30) calendar day (or longer at the non-breaching Party's discretion considering the gravity and nature of the default) cure period. Said notice shall be delivered by email to the contractor's point of contact with acknowledgement from the contractor, Certified Mail - Return Receipt Requested, or in person with proof of delivery. Allowing time to cure a failure or breach of contract does not waive the right to immediately terminate the contract for the same or different contract breach which may occur at a different time. In case of default of the Contractor, the State may contract the service from other sources and hold the Contractor responsible for any excess cost occasioned thereby.

The State's failure to make payment shall not be a breach, and the Contractor shall retain all available statutory remedies and protections.

n. NON-WAIVER OF BREACH

The acceptance of late performance with or without objection or reservation by a Party shall not waive any rights of the Party nor constitute a waiver of the requirement of timely performance of any obligations remaining to be performed.

o. SEVERABILITY

If any term or condition of the contract is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and conditions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the contract did not contain the provision held to be invalid or illegal.

p. INDEMNIFICATION

1. GENERAL

The Contractor agrees to defend, indemnify, and hold harmless the State and its employees, volunteers, agents, and its elected and appointed officials ("the indemnified parties") from and against any and all third party claims, liens, demands, damages, liability, actions, causes of action, losses, judgments, costs, and expenses of every nature, including investigation costs and expenses, settlement costs, and attorney fees and expenses ("the claims"), sustained or asserted against the State for personal injury, death, or property loss or damage, arising out of, resulting from, or attributable to the willful misconduct, negligence, error, or omission of the Contractor, its employees, Subcontractors, consultants, representatives, and agents, resulting from this contract, except to the extent such Contractor liability is attenuated by any action of the State which directly and proximately contributed to the claims.

2. INTELLECTUAL PROPERTY

The Contractor agrees it will, at its sole cost and expense, defend, indemnify, and hold harmless the indemnified parties from and against any and all claims, to the extent such claims arise out of, result from, or are attributable to, the actual or alleged infringement or misappropriation of any patent, copyright, trade secret, trademark, or confidential information of any third party by the Contractor or its employees, Subcontractors, consultants, representatives, and agents; provided, however, the State gives the Contractor prompt notice in writing of the claim. The Contractor may not settle any infringement claim that will affect the State's use of the Licensed Software without the State's prior written consent, which consent may be withheld for any reason.

If a judgment or settlement is obtained or reasonably anticipated against the State's use of any intellectual property for which the Contractor has indemnified the State, the Contractor shall, at the Contractor's sole cost and expense, promptly modify the item or items which were determined to be infringing, acquire a license or licenses on the State's behalf to provide the necessary rights to the State to eliminate the infringement, or provide the State with a non-infringing substitute that provides the State the same functionality. At the State's election, the actual or anticipated judgment may be treated as a breach of warranty by the Contractor, and the State may receive the remedies provided under this Request for Proposal.

3. PERSONNEL

The Contractor shall, at its expense, indemnify and hold harmless the indemnified parties from and against any claim with respect to withholding taxes, worker's compensation, employee benefits, or any other claim, demand, liability, damage, or loss of any nature relating to any of the personnel, including subcontractor's and their employees, provided by the Contractor.

4. SELF-INSURANCE

The State of Nebraska is self-insured for any loss and purchases excess insurance coverage pursuant to Neb. Rev. Stat. § 81-8,239.01. If there is a presumed loss under the provisions of this agreement, Contractor may file a claim with the Office of Risk Management pursuant to Neb. Rev. Stat. §§ 81-8,239.01 to 81-8,306 for review by the State Claims Board. The State retains all rights and immunities under the State Miscellaneous (Section 81-8,294), Tort (Section 81-8,209), and Contract Claim Acts (Section 81-8,302), as outlined in state law and accepts liability under this agreement only to the extent provided by law.

5. The Parties acknowledge that Attorney General for the State of Nebraska is required by statute to represent the legal interests of the State, and that any provision of this indemnity clause is subject to the statutory authority of the Attorney General.

q. ATTORNEY'S FEES

In the event of any litigation, appeal, or other legal action to enforce any provision of the contract, the Parties agree to pay all expenses of such action, as permitted by law and if ordered by the court, including attorney's fees and costs, if the other Party prevails.

r. PERFORMANCE BOND

The Contractor will be required to supply a bond executed by a corporation authorized to contract surety in the State of Nebraska, payable to the Nebraska Department of Transportation, which shall be valid for the life of the contract to include any renewal and/or extension periods. The amount of bond must be ten (10%) percent of the contract amount. The bond will guarantee that the Contractor will faithfully perform all requirements, terms and conditions of the contract. Failure to comply shall be grounds for forfeiture of the bond as liquidated damages. Amount of forfeiture will be determined by the agency based on loss to the State. The bond will be returned when the contract has been satisfactorily completed as solely determined by the State, after termination or expiration of the contract.

s. ASSIGNMENT, SALE, OR MERGER

Either Party may assign the contract upon mutual written agreement of the other Party. Such agreement shall not be unreasonably withheld.

The Contractor retains the right to enter into a sale, merger, acquisition, internal reorganization, or similar transaction involving Contractor's business. Contractor agrees to cooperate with the State in executing amendments to the contract to allow for the transaction. If a third party or entity is involved in the transaction, the Contractor will remain responsible for performance of the contract until such time as the person or entity involved in the transaction agrees in writing to be contractually bound by this contract and perform all obligations of the contract.

t. CONTRACTING WITH OTHER NEBRASKA POLITICAL SUB-DIVISIONS OF THE STATE OR ANOTHER STATE

The Contractor may, but shall not be required to, allow agencies, as defined in Neb. Rev. Stat. § 81-145(3), to use this contract. The terms and conditions, including price, of the contract may not be amended. The State shall not be contractually obligated or liable for any contract entered into pursuant to this clause. A listing of Nebraska political subdivisions may be found at the website of the Nebraska Auditor of Public Accounts.

The Contractor may, but shall not be required to, allow other states, agencies or divisions of other states, or political subdivisions of other states to use this contract. The terms and conditions, including price, of this contract shall apply to any such contract, but may be amended upon mutual consent of the Parties. The State of Nebraska shall not be contractually or otherwise obligated or liable under any contract entered into pursuant to this clause. The State shall be notified if a contract is executed based upon this contract.

u. FORCE MAJEURE

Neither Party shall be liable for any costs or damages, or for default resulting from its inability to perform any of its obligations under the contract due to a natural or manmade event outside the control and not the fault of the affected Party ("Force Majeure Event") that was not foreseeable at the time the Contract was executed. The Party so affected shall immediately make a written request for relief to the other Party and shall have the burden of proof to justify the request. The other Party may grant the relief requested; relief may not be unreasonably withheld. Labor disputes with the impacted Party's own employees will not be considered a Force Majeure Event.

v. CONFIDENTIALITY

All materials and information provided by the Parties or acquired by a Party on behalf of the other Party shall be regarded as confidential information. All materials and information provided or acquired shall be handled in accordance with federal and state law, and ethical standards. Should said confidentiality be breached by a Party, the Party shall notify the other Party immediately of said breach and take immediate corrective action.

It is incumbent upon the Parties to inform their officers and employees of the penalties for improper disclosure imposed by the Privacy Act of 1974, 5 U.S.C. 552a. Specifically, 5 U.S.C. 552a (i)(1), which is made applicable by 5 U.S.C. 552a (m)(1), provides that any officer or employee, who by virtue of his/her employment or official position has possession of or access to agency records which contain individually identifiable information, the disclosure of which is prohibited by the Privacy Act or regulations established

thereunder, and who knowing that disclosure of the specific material is prohibited, willfully discloses the material in any manner to any person or agency not entitled to receive it, shall be guilty of a misdemeanor and fined not more than \$5,000.

w. EARLY TERMINATION

The contract may be terminated as follows:

1. The State and the Contractor, by mutual written agreement, may terminate the contract, in whole or in part, at any time.
2. The State, in its sole discretion, may terminate the contract, in whole or in part, for any reason upon thirty (30) calendar day's written notice to the Contractor. Such termination shall not relieve the Contractor of warranty or other service obligations incurred under the terms of the contract. In the event of termination, the Contractor shall be entitled to payment, determined on a pro rata basis, for products or services satisfactorily performed or provided.
3. The State may terminate the contract, in whole or in part, immediately for the following reasons:
 - a. if directed to do so by statute,
 - b. Contractor has made an assignment for the benefit of creditors, has admitted in writing its inability to pay debts as they mature, or has ceased operating in the normal course of business,
 - c. a trustee or receiver of the Contractor or of any substantial part of the Contractor's assets has been appointed by a court,
 - d. fraud, misappropriation, embezzlement, malfeasance, misfeasance, or illegal conduct pertaining to performance under the contract by its Contractor, its employees, officers, directors, or shareholders,
 - e. an involuntary proceeding has been commenced by any Party against the Contractor under any one of the chapters of Title 11 of the United States Code and (i) the proceeding has been pending for at least sixty (60) calendar days; or (ii) the Contractor has consented, either expressly or by operation of law, to the entry of an order for relief; or (iii) the Contractor has been decreed or adjudged a debtor,
 - f. a voluntary petition has been filed by the Contractor under any of the chapters of Title 11 of the United States Code,
 - g. Contractor intentionally discloses confidential information,
 - h. Contractor has or announces it will discontinue support of the deliverable; and,
 - i. In the event funding is no longer available.

x. CONTRACT CLOSEOUT

Upon contract closeout for any reason the Contractor shall within 30 days, unless stated otherwise herein:

1. Transfer all completed or partially completed deliverables to the State,
2. Transfer ownership and title to all completed or partially completed deliverables to the State,
3. Return to the State all information and data, unless the Contractor is permitted to keep the information or data by contract or rule of law. Contractor may retain one copy of any information or data as required to comply with applicable work product documentation standards or as are automatically retained in the course of Contractor's routine back up procedures,
4. Cooperate with any successor Contractor, person or entity in the assumption of any or all of the obligations of this contract,
5. Cooperate with any successor Contractor, person or entity with the transfer of information or data related to this contract,
6. Return or vacate any state owned real or personal property; and,
7. Return all data in a mutually acceptable format and manner.

Nothing in this Section should be construed to require the Contractor to surrender intellectual property, real or personal property, or information or data owned by the Contractor for which the State has no legal claim.

III. CONTRACTOR DUTIES

a. INDEPENDENT CONTRACTOR / OBLIGATIONS

It is agreed that the Contractor is an independent contractor and that nothing contained herein is intended or should be construed as creating or establishing a relationship of employment, agency, or a partnership.

The Contractor is solely responsible for fulfilling the contract. The Contractor or the Contractor's representative shall be the sole point of contact regarding all contractual matters.

The Contractor shall secure, at its own expense, all personnel required to perform the services under the contract. The personnel the Contractor uses to fulfill the contract shall have no contractual or other legal relationship with the State; they shall not be considered employees of the State and shall not be entitled to any compensation, rights or benefits from the State, including but not limited to, tenure rights, medical and hospital care, sick and vacation leave, severance pay, or retirement benefits.

By-name personnel commitments made in the bidder's proposal shall not be changed without the prior written approval of the State. Replacement of these personnel, if approved by the State, shall be with personnel of equal or greater ability and qualifications.

All personnel assigned by the Contractor to the contract shall be employees of the Contractor or a subcontractor and shall be fully qualified to perform the work required herein. Personnel employed by the Contractor or a subcontractor to fulfill the terms of the contract shall remain under the sole direction and control of the Contractor or the subcontractor respectively.

With respect to its employees, the Contractor agrees to be solely responsible for the following:

1. Any and all pay, benefits, and employment taxes and/or other payroll withholding,
2. Any and all vehicles used by the Contractor's employees, including all insurance required by state law,
3. Damages incurred by Contractor's employees within the scope of their duties under the contract,
4. Maintaining Workers' Compensation and health insurance that complies with state and federal law and submitting any reports on such insurance to the extent required by governing law,
5. Determining the hours to be worked and the duties to be performed by the Contractor's employees; and,
6. All claims on behalf of any person arising out of employment or alleged employment (including without limit claims of discrimination alleged against the Contractor, its officers, agents, or subcontractors or subcontractor's employees).

If the Contractor intends to utilize any subcontractor, the subcontractor's level of effort, tasks, and time allocation should be clearly defined in the bidder's proposal. The Contractor shall agree that it will not utilize any subcontractors not specifically included in its proposal in the performance of the contract without the prior written authorization of the State.

The State reserves the right to require the Contractor to reassign or remove from the project any Contractor or subcontractor employee.

Contractor shall insure that the terms and conditions contained in any contract with a subcontractor does not conflict with the terms and conditions of this contract.

The Contractor shall include a similar provision, for the protection of the State, in the contract with any Subcontractor engaged to perform work on this contract.

b. EMPLOYEE WORK ELIGIBILITY STATUS

The Contractor is required and hereby agrees to use a federal immigration verification system to determine the work eligibility status of employees physically performing services within the State of Nebraska. A federal immigration verification system means the electronic verification of the work authorization program authorized by the Illegal Immigration Reform and Immigrant Responsibility Act of 1996, 8 U.S.C. 1324a, known as the E-Verify Program, or an equivalent federal program designated by the United States Department of Homeland Security or other federal agency authorized to verify the work eligibility status of an employee.

If the Contractor is an individual or sole proprietorship, the following applies:

1. The Contractor must complete the United States Citizenship Attestation Form, available on the Department of Administrative Services website at <http://dot.nebraska.gov/media/2802/ndot289.pdf>
2. The completed United States Attestation Form should be submitted with the Request for Proposal response.
3. If the Contractor indicates on such attestation form that he or she is a qualified alien, the Contractor agrees to provide the US Citizenship and Immigration Services documentation required to verify the Contractor's lawful presence in the United States using the Systematic Alien Verification for Entitlements (SAVE) Program.
4. The Contractor understands and agrees that lawful presence in the United States is required, and the Contractor may be disqualified, or the contract terminated if such lawful presence cannot be verified as required by Neb. Rev. Stat. § 4-108.

c. COMPLIANCE WITH CIVIL RIGHTS LAWS AND EQUAL OPPORTUNITY EMPLOYMENT / NONDISCRIMINATION (Nonnegotiable)

The Contractor shall comply with all applicable local, state, and federal statutes and regulations regarding civil rights laws and equal opportunity employment. The Nebraska Fair Employment Practice Act prohibits Contractors of the State of Nebraska, and their Subcontractors, from discriminating against any employee or applicant for employment, with respect to hire, tenure, terms,

conditions, compensation, or privileges of employment because of race, color, religion, sex, disability, marital status, or national origin (Neb. Rev. Stat. § 48-1101 to 48-1125). The Contractor guarantees compliance with the Nebraska Fair Employment Practice Act, and breach of this provision shall be regarded as a material breach of contract. The Contractor shall insert a similar provision in all Subcontracts for goods and services to be covered by any contract resulting from this Request for Proposal.

d. COOPERATION WITH OTHER CONTRACTORS

Contractor may be required to work with or in close proximity to other contractors or individuals that may be working on same or different projects. The Contractor shall agree to cooperate with such other contractors or individuals and shall not commit or permit any act which may interfere with the performance of work by any other contractor or individual. Contractor is not required to compromise Contractor's intellectual property or proprietary information unless expressly required to do so by this contract.

e. PERMITS, REGULATIONS, LAWS

The contract price shall include the cost of all royalties, licenses, permits, and approvals, whether arising from patents, trademarks, copyrights or otherwise, that are in any way involved in the contract. The Contractor shall obtain and pay for all royalties, licenses, and permits, and approvals necessary for the execution of the contract. The Contractor must guarantee that it has the full legal right to the materials, supplies, equipment, software, and other items used to execute this contract.

f. OWNERSHIP OF INFORMATION AND DATA / DELIVERABLES

The State shall have the unlimited right to publish, duplicate, use, and disclose all information and data developed or obtained by the Contractor on behalf of the State pursuant to this contract.

The State shall own and hold exclusive title to any deliverable developed as a result of this contract. Contractor shall have no ownership interest or title, and shall not patent, license, or copyright, duplicate, transfer, sell, or exchange, the design, specifications, concept, or deliverable.

g. INSURANCE REQUIREMENTS

The Contractor shall throughout the term of the contract maintain insurance as specified herein and provide the State a current Certificate of Insurance/Acord Form (COI) verifying the coverage. The Contractor shall not commence work on the contract until the insurance is in place. If Contractor subcontracts any portion of the Contract the Contractor must, throughout the term of the contract, either:

1. Provide equivalent insurance for each subcontractor and provide a COI verifying the coverage for the subcontractor,
2. Require each subcontractor to have equivalent insurance and provide written notice to the State that the Contractor has verified that each subcontractor has the required coverage; or,
3. Provide the State with copies of each subcontractor's Certificate of Insurance evidencing the required coverage.

The Contractor shall not allow any Subcontractor to commence work until the Subcontractor has equivalent insurance. The failure of the State to require a COI, or the failure of the Contractor to provide a COI or require subcontractor insurance shall not limit, relieve, or decrease the liability of the Contractor hereunder.

In the event that any policy written on a claims-made basis terminates or is canceled during the term of the contract or within one (1) year of termination or expiration of the contract, the contractor shall obtain an extended discovery or reporting period, or a new insurance policy, providing coverage required by this contract for the term of the contract and one (1) year following termination or expiration of the contract.

If by the terms of any insurance a mandatory deductible is required, or if the Contractor elects to increase the mandatory deductible amount, the Contractor shall be responsible for payment of the amount of the deductible in the event of a paid claim.

Notwithstanding any other clause in this Contract, the State may recover up to the liability limits of the insurance policies required herein.

1. WORKERS' COMPENSATION INSURANCE

The Contractor shall take out and maintain during the life of this contract the statutory Workers' Compensation and Employer's Liability Insurance for all of the contractors' employees to be engaged in work on the project under this contract and, in case any such work is sublet, the Contractor shall require the Subcontractor similarly to provide Worker's Compensation and Employer's Liability Insurance for all of the Subcontractor's employees to be engaged in such work. This policy shall be written to meet the statutory requirements for the state in which the work is to be performed, including Occupational Disease.

The policy shall include a waiver of subrogation in favor of the State. The COI shall contain the mandatory COI subrogation waiver language found hereinafter. The amounts of such insurance shall not be less than the limits stated hereinafter. For employees working in the State of Nebraska, the policy must be written by an entity authorized by the State of Nebraska Department of Insurance to write Workers' Compensation and Employer's Liability Insurance for Nebraska employees.

2. COMMERCIAL GENERAL LIABILITY INSURANCE AND COMMERCIAL AUTOMOBILE LIABILITY INSURANCE

The Contractor shall take out and maintain during the life of this contract such Commercial General Liability Insurance and Commercial Automobile Liability Insurance as shall protect Contractor and any Subcontractor performing work covered by this contract from claims for damages for bodily injury, including death, as well as from claims for property damage, which may arise from operations under this contract, whether such operation be by the Contractor or by any Subcontractor or by anyone directly or indirectly employed by either of them, and the amounts of such insurance shall not be less than limits stated hereinafter.

The Commercial General Liability Insurance shall be written on an **occurrence basis**, and provide Premises/Operations, Products/Completed Operations, Independent Contractors, Personal Injury, and Contractual Liability coverage. **The policy shall include the State, and others as required by the contract documents, as Additional Insured(s). This policy shall be primary, and any insurance or self-insurance carried by the State shall be considered secondary and non-contributory. The COI shall contain the mandatory COI liability waiver language found hereinafter.** The Commercial Automobile Liability Insurance shall be written to cover all Owned, Non-owned, and Hired vehicles.

REQUIRED INSURANCE COVERAGE	
COMMERCIAL GENERAL LIABILITY	
General Aggregate	\$2,000,000
Products/Completed Operations Aggregate	\$2,000,000
Personal/Advertising Injury	\$1,000,000 per occurrence
Bodily Injury/Property Damage	\$1,000,000 per occurrence
Medical Payments	\$10,000 any one person
Damage to Rented Premises (Fire)	\$300,000 each occurrence
Contractual	Included
Independent Contractors	Included
<i>If higher limits are required, the Umbrella/Excess Liability limits are allowed to satisfy the higher limit.</i>	
WORKER'S COMPENSATION	
Employers Liability Limits	\$500K/\$500K/\$500K
Statutory Limits- All States	Statutory - State of Nebraska
Voluntary Compensation	Statutory
COMMERCIAL AUTOMOBILE LIABILITY	
Bodily Injury/Property Damage	\$1,000,000 combined single limit
Include All Owned, Hired & Non-Owned Automobile liability	Included
Motor Carrier Act Endorsement	Where Applicable
UMBRELLA/EXCESS LIABILITY	
Over Primary Insurance	\$5,000,000 per occurrence
Breach of Privacy, Security Breach, Denial of Service, Remediation, Fines and Penalties	\$5,000,000
CONTRACTOR'S POLLUTION LIABILITY	
Each Occurrence/Aggregate Limit	\$2,000,000
Includes Non-Owned Disposal Sites	
MANDATORY COI SUBROGATION WAIVER LANGUAGE	
"Workers' Compensation policy shall include a waiver of subrogation in favor of the State of Nebraska."	
MANDATORY COI LIABILITY WAIVER LANGUAGE	
"Commercial General Liability & Commercial Automobile Liability policies shall name the State of Nebraska as an Additional Insured and the policies shall be primary and any insurance or self-insurance carried by the State shall be considered secondary and non-contributory as additionally insured."	

3. EVIDENCE OF COVERAGE

The Contractor shall furnish the Contract Manager, via email, with a certificate of insurance coverage complying with the above requirements prior to beginning work at:

Nebraska Department of Transportation
Operations Division
5001 So. 14th St.
Lincoln, NE 68512
Email: NDOT.ProcurementServices@nebraska.gov

These certificates or the cover sheet shall reference the RFP number, and the certificates shall include the name of the company, policy numbers, effective dates, dates of expiration, and amounts and types of coverage afforded. If the State is damaged by the failure of the Contractor to maintain such insurance, then the Contractor shall be responsible for all reasonable costs properly attributable thereto.

Reasonable notice of cancellation of any required insurance policy must be submitted to the contract manager as listed above when issued and a new coverage binder shall be submitted immediately to ensure no break in coverage.

4. DEVIATIONS

The insurance requirements are subject to limited negotiation. Negotiation typically includes, but is not necessarily limited to, the correct type of coverage, necessity for Workers' Compensation, and the type of automobile coverage carried by the Contractor.

h. ANTITRUST

The Contractor hereby assigns to the State any and all claims for overcharges as to goods and/or services provided in connection with this contract resulting from antitrust violations which arise under antitrust laws of the United States and the antitrust laws of the State.

i. CONFLICT OF INTEREST

By submitting a proposal, bidder certifies that no relationship exists between the bidder and any person or entity which either is, or gives the appearance of, a conflict of interest related to this Request for Proposal or project.

Bidder further certifies that bidder will not employ any individual known by bidder to have a conflict of interest nor shall bidder take any action or acquire any interest, either directly or indirectly, which will conflict in any manner or degree with the performance of its contractual obligations hereunder or which creates an actual or appearance of conflict of interest.

If there is an actual or perceived conflict of interest, bidder shall provide with its proposal a full disclosure of the facts describing such actual or perceived conflict of interest and a proposed mitigation plan for consideration. The State will then consider such disclosure and proposed mitigation plan and either approve or reject as part of the overall bid evaluation.

j. STATE PROPERTY

The Contractor shall be responsible for the proper care and custody of any State-owned property which is furnished for the Contractor's use during the performance of the contract. The Contractor shall reimburse the State for any loss or damage of such property; normal wear and tear is expected.

k. SITE RULES AND REGULATIONS

The Contractor shall use its best efforts to ensure that its employees, agents, and Subcontractors comply with site rules and regulations while on State premises. If the Contractor must perform on-site work outside of the daily operational hours set forth by the State, it must make arrangements with the State to ensure access to the facility and the equipment has been arranged. No additional payment will be made by the State on the basis of lack of access, unless the State fails to provide access as agreed to in writing between the State and the Contractor.

l. ADVERTISING

The Contractor agrees not to refer to the contract award in advertising in such a manner as to state or imply that the company or its goods or services are endorsed or preferred by the State. Any publicity releases pertaining to the project shall not be issued without prior written approval from the State.

m. DISASTER RECOVERY/BACK UP PLAN

The Contractor shall have a disaster recovery and back-up plan, of which a copy should be provided upon request to the State, which includes, but is not limited to equipment, personnel, facilities, and transportation, in order to continue delivery of goods and services as specified under the specifications in the contract in the event of a disaster.

Contractor certifies it maintains a drug free workplace environment to ensure worker safety and workplace integrity. Contractor agrees to provide a copy of its drug free workplace policy at any time upon request by the State.

n. WARRANTY

Despite any clause to the contrary, the Contractor represents and warrants that its services hereunder shall be performed by competent personnel and shall be of professional quality consistent with generally accepted industry standards for the performance of such services and shall comply in all respects with the requirements of this Agreement. For any breach of this warranty, the Contractor shall, for a period of ninety (90) days from performance of the service, perform the services again, at no cost to the State, or if Contractor is unable to perform the services as warranted, Contractor shall reimburse the State all fees paid to Contractor for the unsatisfactory services. The rights and remedies of the parties under this warranty are in addition to any other rights and remedies of the parties provided by law or equity, including, without limitation actual damages, and, as applicable and awarded under the law, to a prevailing party, reasonable attorneys' fees and costs.

o. TIME IS OF THE ESSENCE

Time is of the essence with respect to Contractor's performance and deliverables pursuant to this Contract.

IV. PAYMENT

a. PROHIBITION AGAINST ADVANCE PAYMENT (Nonnegotiable)

Pursuant to Neb. Rev. Stat. § 81-2403, “[n]o goods or services shall be deemed to be received by an agency until all such goods or services are completely delivered and finally accepted by the agency.”

b. TAXES (Nonnegotiable)

The State is not required to pay taxes and assumes no such liability as a result of this Request for Proposal. The Contractor may request a copy of the Nebraska Department of Revenue, Nebraska Resale or Exempt Sale Certificate for Sales Tax Exemption, Form 13 for their records. Any property tax payable on the Contractor's equipment which may be installed in a state-owned facility is the responsibility of the Contractor

c. INVOICES

Invoices for payments must be submitted by the Contractor to the agency requesting the services with sufficient detail to support payment. The terms and conditions included in the Contractor's invoice shall be deemed to be solely for the convenience of the parties. No terms or conditions of any such invoice shall be binding upon the State, and no action by the State, including without limitation the payment of any such invoice in whole or in part, shall be construed as binding or estopping the State with respect to any such term or condition, unless the invoice term or condition has been previously agreed to by the State as an amendment to the contract. **The State shall have forty-five (45) calendar days to pay after a valid and accurate invoice is received by the State.**

d. INSPECTION AND APPROVAL

Final inspection and approval of all work required under the contract shall be performed by the designated State officials.

The State and/or its authorized representatives shall have the right to enter any premises where the Contractor or Subcontractor duties under the contract are being performed, and to inspect, monitor or otherwise evaluate the work being performed. All inspections and evaluations shall be at reasonable times and in a manner that will not unreasonably delay work.

e. PAYMENT (Nonnegotiable)

Payment will be made by the responsible agency in compliance with the State of Nebraska Prompt Payment Act (See Neb. Rev. Stat. § 81-2403). The State may require the Contractor to accept payment by electronic means such as ACH deposit. In no event shall the State be responsible or liable to pay for any goods and services provided by the Contractor prior to the Effective Date of the contract, and the Contractor hereby waives any claim or cause of action for any such services.

f. LATE PAYMENT (Nonnegotiable)

The Contractor may charge the responsible agency interest for late payment in compliance with the State of Nebraska Prompt Payment Act (See Neb. Rev. Stat. § 81-2401 through 81-2408).

g. SUBJECT TO FUNDING / FUNDING OUT CLAUSE FOR LOSS OF APPROPRIATIONS (Nonnegotiable)

The State's obligation to pay amounts due on the Contract for fiscal years following the current fiscal year is contingent upon legislative appropriation of funds. Should said funds not be appropriated, the State may terminate the contract with respect to those payments for the fiscal year(s) for which such funds are not appropriated. The State will give the Contractor written notice thirty (30) calendar days prior to the effective date of termination. All obligations of the State to make payments after the termination date will cease. The Contractor shall be entitled to receive just and equitable compensation for any authorized work which has been satisfactorily completed as of the termination date. In no event shall the Contractor be paid for a loss of anticipated profit.

h. RIGHT TO AUDIT (First Paragraph is Nonnegotiable)

The State shall have the right to audit the Contractor's performance of this contract upon a thirty (30) days' written notice. Contractor shall utilize generally accepted accounting principles, and shall maintain the accounting records, and other records and information relevant to the contract (Information) to enable the State to audit the contract. (Neb. Rev. Stat. § 84-304 et seq.) The State may audit, and the Contractor shall maintain, the Information during the term of the contract and for a period of five (5) years after the completion of this contract or until all issues or litigation are resolved, whichever is later. The Contractor shall make the Information available to the State at Contractor's place of business or a location acceptable to both Parties during normal business hours. If this is not practical or the Contractor so elects, the Contractor may provide electronic or paper copies of the Information. The State reserves the right to examine, make copies of, and take notes on any Information relevant to this contract, regardless of the form or the Information, how it is stored, or who possesses the Information. Under no circumstance will the Contractor be required to create or maintain documents not kept in the ordinary course of contractor's business operations, nor will contractor be required to disclose any information, including but not limited to product cost data, which is confidential or proprietary to contractor. The Parties shall pay their own costs of the audit unless the audit finds a previously undisclosed overpayment by the State. If a previously undisclosed overpayment exceeds one-half of one percent (.5%) of the total contract billings, or if fraud, material misrepresentations, or non-performance is discovered on the part of the Contractor, the Contractor shall reimburse the State for the total costs of the audit. Overpayments and audit costs owed to the State shall be paid within ninety (90) days of written notice of the claim. The Contractor agrees to correct any material weaknesses or condition found as a result of the audit.

V. PROJECT DESCRIPTION AND SCOPE OF WORK

The State of Nebraska Department of Transportation (NDOT) is seeking a Contractor to provide janitorial services for fourteen (14) buildings at various locations. The building statistics and locations are listed on Attachment A. The NDOT reserves the right to add or decrease the number of facilities as the need arise.

A. PROJECT REQUIREMENTS

The work and responsibilities described in this section represents the minimum acceptable performance under this proposal but are not intended to limit the activities of the Contractor, which are necessary to provide the degree of service intended by this proposal. All work will be performed utilizing best practices of the trade and of skilled workers.

1. The Contractor shall provide management, supervision, transportation, and required labor to plan, schedule, coordinate and ensure completion of all work and services as specified in this RFP. All work shall be performed in a professional manner and in the best interest of maintaining a clean presentable building at all times.
2. In addition, the Contractor shall provide the equipment, supplies, and consumable products as specified within this RFP and any other items necessary to complete the work.
3. The Nebraska Department of Transportation reserves the right to increase or decrease facility square footage requiring janitorial cleaning. Contractor should provide an "Optional Bid Price" of a cost per square foot on Attachment B Cost Proposal Bid Sheet for the purpose of adding or deleting square footage.
4. The Contractor shall provide janitorial services on a periodic basis as specified under section V.O. Site Specific Information/Requirements and Work Schedule. However, in undertaking this service, the contractor recognizes that some area of the building will receive more traffic and soil than others and agrees to perform all necessary services on a schedule directed by NDOT which will maintain a uniform high level of cleanliness throughout all the areas.
5. The minimum workforce hours are not specified; however, the Contractor must staff sufficient man hours to meet all requirements as specified in this RFP.
6. Janitorial services will not interfere with normal State of Nebraska activities without the prior approval of the NDOT Facilities Maintenance Manager or designated State representative in charge of the area. NDOT contact information shall be provided to the Contractor at the commencement of the contract.
7. The Contractor shall develop and implement a process of measurement in the area of customer satisfaction and a janitorial quality control program. A customer satisfaction survey process shall be approved by NDOT and distributed on a quarterly basis to employees throughout NDOT designated facilities by the Contractor and the results shall be compiled by the Contractor and made available to NDOT within seven (7) business days. The janitorial quality control program must be able to track and identify problem areas and provide daily inspections results and monthly performance reports and shall be submitted electronically on a daily and monthly basis to the NDOT Facilities Maintenance Manager or designated State representative for review.

B. CONTRACT PERFORMANCE

1. If the bidder or any proposed subcontractor has had a contract including but not limited to a government contract terminated for default during the past seven (7) years, all such instances must be described as required on Attachment One. Termination for default is defined as a notice to stop performance delivery due to the bidder's nonperformance or poor performance, and the issue was either not litigated due to inaction on the part of the bidder or litigated and such litigation determined the bidder to be in default. If no such termination has been experienced by the bidder in the past seven (7) years, so declare. **Please provide written response in Attachment One.**
2. It is mandatory that the bidder submit full details of all early termination experienced during the past seven (7) years, including the other party's name, address, and telephone number. The response to this section must present the bidder's position on the matter. The State will evaluate the facts accordingly. If no such termination has been experienced by the bidder in the past seven (7) years, so declare. **Please provide written response in Attachment One.**
3. If at any time during the past seven (7) years, the bidder has had a contract including but not limited to a government contract terminated early for convenience, nonperformance, non-allocation of funds, or any other reason, describe fully all circumstances surrounding such termination, including the name and address of the other contracting party. If no such termination has been experienced by the bidder in the past seven (7) years, so declare. **Please provide written response in Attachment One.**
4. Any early termination or termination for default of a contract including but not limited to a government contract during the past seven (7) years may be an award consideration and may be grounds to reject the proposal.

C. EMPLOYEES

1. The Contractor shall provide suitable, trained and qualified personal as the Contractor deems necessary to perform the work at each NDOT facility. Contractor's employees shall be required to abide with NDOT conduct and building regulations and conduct themselves in a professional manner.

2. The Contractor shall provide NDOT with the names of all his/her employees who will be performing work under this contract and provide them with proper identification so that they may be identified at the time of entry into the facility and during all working hours.
3. The Contractor will submit, prior to beginning work, a list of site supervisors including contact information. The Contractor shall provide an updated list upon any changes and/or requested by NDOT.
4. A supervisory management level representative of the contractor shall be available during normal business hour of 8:00 A.M. to 5:00 P.M., Monday through Friday either by phone, email and/or in person upon request by the Facility Maintenance Manager or designated State representative to discuss contract performance or other issues that need attention. A two (2) hour response time is required. Any deficiencies brought to the Contractor's attention must be corrected within two (2) working days or at a time agreed upon by NDOT.
5. The NDOT and the Nebraska State Patrol (NSP) housed in NDOT facilities have several confidential areas that require cleaning; these areas will be identified by the State's designated representative. **The State reserves the right to disapprove any of the Contractor's employees assigned to work at the State's facilities.**
6. Under no circumstances shall the Contractor's employees be allowed to use the phones, copiers or other office machines in any office area.

D. CRIMINAL BACKGROUND INVESTIGATION POLICY

All employees assigned or having access to any State building whether owned or leased, must obtain a Criminal Background Investigation Report as specified below:

1. The Contractor's employees will be working in areas that may contain confidential information; therefore, the Contractor shall be responsible to obtain a **name-based criminal background investigation report** for all his or her employees including any substitute employees that will be working or will have access to NDOT facilities. The Contractor shall review the investigation and determine if the employee has a recent history of violence, threatening or harassing behavior, or thefts that would make him or her unsuitable to work on State of Nebraska properties. **NDOT reserves the right to additionally review the background investigation and to disapprove of any employee.** All criminal history reports for prospective employees shall be obtained and reviewed before any employee begins work and at the Contractor's expense.
2. The Nebraska State Patrol requires all employees including any substitute employees assigned or having access to Nebraska State Patrol buildings, whether owned or leased must obtain a **National fingerprint-based criminal history report** from the Criminal Identification Division (CID). The Nebraska CID is located at 3800 NW 12th, Suite A, Lincoln, NE. The NDOT buildings that are currently utilized by Nebraska State Patrol includes: Eastbound I-80 Scale Office building #15701, Westbound I-80 Scale Office building #15801, and Waverly Scale Office building #15601.

The Contractor shall provide all pertinent information to the CID for a comprehensive background investigation to be performed. The CID will review the criminal history report and determine if the employee will have authorized access to Nebraska State Patrol occupied buildings. All background information shall remain under the Nebraska State Patrol's control and the results cannot be shared with the Contractor. All criminal history reports for prospective employees shall be obtained and reviewed before any employee begins work and at the Contractor's expense.

Information regarding criminal history reports is available at the following link:
<http://statepatrol.nebraska.gov/vnews/display.v/SEC/Services%7CCriminal%20History%20Record%20Requests>

E. FACILITY SECURITY

1. NDOT shall furnish all necessary building/room keys, and security access cards (badges).
2. The Contractor must complete NDOT form #106a to obtain a building access badge for each employee that has approved building clearance (Refer to Exhibit 1: Access Card Authorization Form for Facilities Janitorial Contract Employees). The badge is to be visually displayed on the employee during scheduled work shifts within the NDOT buildings. Under no circumstances are the contractor's employees to allow access to the buildings to others.
3. Lost or stolen building keys or access cards are to be reported to the NDOT Facilities Maintenance Manager or to the designated State representative of the individual building immediately. Cost for replacement building keys or access cards shall be at the Contractor's expense.
4. The Contractor and janitorial staff shall be responsible for ensuring all doors used for entering and exiting the buildings during the performance of janitorial services are closed and secured upon leaving the premises.

F. LOST AND FOUND

The Contractor shall insure that all articles found by employees while performing duties under this contract are turned in to the Facilities Maintenance office, or Communication Division office, or to the designated State representative of the individual building.

G. DAMAGED AND BROKEN ITEMS

Any articles broken or damaged during cleaning operations shall be reported to the Facilities Maintenance Manager or designated State representative. The Contractor shall then be directed to repair or replace the broken or damage article (s) at their sole

expense. This includes personal items as well as state owned property, such as office furnishings, accessories, building details, and finishes i.e. walls, floors (carpet), doors, door locks, keys, etc.

H. EQUIPMENT AND SUPPLIES

The Contractor shall furnish all necessary materials, equipment and supplies to satisfactorily execute the janitorial services described within this RFP. All equipment shall have bumpers and guards to prevent marking or scratching of fixtures, furnishings, or building surfaces. Propane burnisher equipment is not acceptable and will not be allowed for burnishing hard surface floors. Additionally, the Contractor shall provide all consumable products such as toilet paper tissue, paper towels, trash liners, hand soap and cloth towels for all cloth roll towel dispensers where present.

NDOT shall be responsible for providing trash pick-up barrels (on dollies) and sand for the outdoor cigarette urns.

The Contractor shall be required to furnish, but is not limited to the following janitorial equipment, supplies, products, and consumable products listed under Table 1.

Table 1

Janitorial Equipment/Supplies	Janitorial Products	Consumable Products
Floor machines, including automatic floor scrubber, floor cleaning machines, power washer and appropriate vacuum cleaners	Floor pads, wax remover, and floor finishes	2-ply toilet paper tissue with recycled content
Brooms, dust mops (no treated or oiled mops allowed), wet mops and buckets	Scouring powder	Sani-seat covers with recycled content
Housekeeping cart	Window cleaner	Paper towels with recycled content for all paper towel dispensers
Trash liners, various sizes	Bowl cleaner, including disinfectants and germicidal cleaners	Cloth towels for roll towel dispensers
Dust cloths, rags, etc.	Paper liners for sanitary receptacles	Feminine products
Squeegees, sponges, etc.	Furniture polish	Hand soap and hand sanitizer for restroom/breakroom dispensers

A janitorial supply room or area is available in each building for storing cleaning supplies, consumable products, and/or equipment. It is the responsibility of the Contractor to ensure all consumables products are in adequate supply. Contractor must maintain and keep a current copy of safety data sheets (SDS) for all cleaning products and/or supplies stored in each NDOT facility. Contractor shall maintain the janitorial supply room in a clean, neat, and orderly fashion.

I. FEMININE PRODUCTS

NDOT shall be responsible to furnish dispensers for feminine products and shall remain the property of the State. The Contractor shall be responsible for providing and refilling feminine products in the dispensers. Any revenue collected from these dispensers shall belong to the Contractor and NDOT will not require compensation for the feminine products dispensed.

J. ENTRYWAY MATS

Carpeted entryway or walk-on mats are furnished by NDOT at each building. During inclement weather, the Contractor shall be responsible for extracting the mats nightly either by vacuuming or wet extraction.

K. DAYS AND HOURS OF WORK

1. **Night-time** janitorial services are to be provided between 5:00 P.M. and 7:00 A.M. during the work week; Monday through Friday, excluding State Holidays and as specified under section V.O. "Site Specific Information/Requirements and Work Schedule".
2. **Additionally, there are specific buildings that require daytime or both daytime and night-time janitorial services and are specified under section V.O. "Site Specific Information/Requirements and Work Schedule".**
3. **Daytime** cleaning services are to be provided from 7:30 A.M. to 4:30 P.M. during the work week; Monday through Friday, excluding State Holidays.
4. The Central Complex Campus (1500 Nebraska Parkway) requires a daytime custodial to remain on site, Monday through Friday, excluding State Holidays, from 7:30 A.M. to 4:30 P.M. The custodial shall be on duty for an eight (8) hour daytime shift and provide janitorial services as specified within this RFP for buildings located on the Central Complex Campus (building #00201 and 00202) and as requested by the Facilities Maintenance Manager for building #00203.
5. Scale Office Buildings (building # 15701, 15801, and 15601) require daytime janitorial services and shall be provided between 8:00 A.M. and 5:00 P.M. during the work week; Weekly or Monday, Wednesday and Friday, excluding State Holidays and as specified under section V.O. "Site Specific Information/Requirements and Work Schedule".

L. SCHEDULED CLEANING

1. All janitorial core duties required on a daily, nightly, weekly, bi-weekly, monthly, quarterly, semi-annual, and annual basis shall be conducted as specified under section V.O. "Site Specific Information/Requirements and Work Schedule" or as directed by the Facilities Maintenance Manager or designated State representative. The schedule for weekly, monthly, quarterly, semi-annual, and annual janitorial duties may be required during night-time hours, daytime hours, or weekends. The work schedule may not be altered unless approved or directed by the Facilities Maintenance Manager or designated State representative.
2. Carpeted areas shall be cleaned using hot water extraction machines on a semi-annual basis and scheduled with the Facilities Maintenance Manager or designated State representative in coordination with the Contractor. A written schedule shall be submitted by the Contractor for carpet cleaning in an electronic format, in either an Excel spreadsheet or Word document on a semi-annual basis. Upon completion of the work, the Contractor shall re-submit the schedule to the Facilities Maintenance Manager or designated State representative with the reporting date of completion.
3. Hard surface refinishing shall be scheduled with the Facilities Maintenance Manager or designated State representative in coordination with the Contractor on an annual basis. A written schedule shall be submitted by the Contractor in an electronic format, in either an Excel spreadsheet or Word document annually. Upon completion of the work, the Contractor shall re-submit the schedule to the Facilities Maintenance Manager or designated State representative with the reporting date of completion.

M. EXCLUDED AREAS

Areas excluded from janitorial services are the mechanical and electrical rooms, designed areas as specified within this RFP, and all locked storage rooms as identified by the Facilities Maintenance Manager or designated State representative.

N. WORK PLAN

1. The contractor shall be responsible for daily supervision of their employees to ensure that all required services are performed to the satisfaction of the NDOT and are in compliance with the requirements specified in this RFP.
2. The Contractor may be requested to visit the buildings with the Facilities Maintenance Manager or designated State representative to inspect the quality of services provided, on a periodic basis or upon request.
3. All possible contingencies cannot be itemized and scheduled, and extra seasonal traffic and inclement weather can change the frequencies of many of the duties. Therefore, all work will be performed in a professional manner and done in the best interests of maintaining a clean, presentable building. Extra cleaning duties outside of the scheduled work shall be performed where and when necessary or as requested by the Facility Maintenance Manager or designated State representative, at the "Optional Bid Price" of an hourly rate per custodian as provided by the Contractor on Attachment B Cost Proposal Bid Sheet.
4. The Contractor will be on call, to respond within four (4) hours, for emergency clean-up outside of the regular schedule including Holidays and weekends at the "Optional Bid Price" of an hourly rate per custodian as provided on Attachment B Cost Proposal Bid Sheet.
5. Contractor's employees must be trained in proper cleaning techniques for building finishes including but not limited to hard surface and carpeted floors, doors, and trim, etc.
6. The Contractor will be responsible for maintaining OSHA approved safety standards for all personnel and work areas. Wet floor areas will be appropriately marked with "CAUTION" signs or roped off during work in occupied areas.
7. Contractor will maintain and restock products in all rest rooms and breakrooms dispensers (See Section V.H.).
8. Any malfunctioning or damaged fixtures, sinks, stools, water fountains or lighting, as well as needed building maintenance shall be reported to the NDOT Facilities Maintenance Manager or designated NDOT representative immediately.

O. SITE SPECIFIC INFORMATION / REQUIREMENTS AND WORK SCHEDULE

BUILDING NO. 00201 CENTRAL OFFICE BUILDING

1500 Nebraska Parkway

1. Specific Facility Security: The offices listed below in Table 2 shall remain closed and secured while night-time janitorial services are performed:

Table 2

OFFICES	ROOM NUMBER
Construction Office	105
Attorney General Office	204
Director's Office	212

2. Trash pick-up barrels, dumpsters, and recycle dumpsters are located at the loading dock.
3. Night-time and daytime janitorial services are required as specified below.

WORK SCHEDULE

1. Daytime Core Duties:

a. Auditorium Daily Duties:

- 1) On a daily basis, prior to 8:00 a.m., verify the auditorium tables/chairs configuration set-up as specified on the NDOT form #48 has been properly set-up and correct any misplacement of chairs and tables. The Auditorium configuration requests (See Exhibit 2: Request for Use of Auditorium) are posted in the first floor janitorial supply room. Contact the Facility Maintenance Manager If assistance for re-configuring chairs and tables is needed.
- 2) Wipe and clean all chairs and tables in the auditorium.
- 3) On an "as needed" basis, set-up auditorium chairs and tables as directed by the Facility Maintenance Manager.
- 4) Wipe and clean all dining room tables and chairs in the cafeteria area at 1:00 P.M. daily.
- 5) Clean the exterior and interior of microwaves located in the cafeteria area daily and ensure any food residues, harden spills and spatters in the microwaves are cleaned up and removed.
- 6) Vacuum carpeted areas in the cafeteria daily.
- 7) Sweep quarry tile floor in the cafeteria area after 1:00 P.M. daily.
- 8) Restock the toilet paper holders, paper towel and hand soap dispensers and feminine products dispenser in the lower level rest rooms after 1:00 P.M. daily and replenish all other rest rooms in the building as needed.
- 9) Mop spills and tracking in the building to maintain a good appearance daily.
- 10) Spot clean all entry glass daily.
- 11) The mini-park behind the Central Office Building (building #00201) shall be serviced in the afternoon on a daily basis and includes the following duties:
 - a) Empty trash containers and replace liner as needed.
 - b) Empty all outdoor cigarette urns and replace sand as necessary. NDOT shall be responsible for providing the sand.
- 12) Maintain janitorial supply room in a clean, neat, and orderly fashion
- 13) Clean the exterior and interior of microwaves located in only designated break rooms and ensure any food residues, harden spills and spatters in the microwaves are cleaned up and removed.
- 14) Refill paper towel and soap dispensers in all designated break rooms.
- 15) Clean all sinks including slop sinks and counter tops.
- 16) Clean all drinking fountains with sanitizing solution.
- 17) Empty all cigarette urns located at building exterior entrances/sitting areas and replace sand as necessary. NDOT shall be responsible for providing the sand.
- 18) Restock the toilet paper holders, paper towel and hand soap dispensers and feminine products dispenser

2. Nightly Core Duties:

- a. Empty all waste receptacles including the waste receptacles in the rest rooms and damp wipe waste receptacles and change liners as needed. Remove trash from building to dumpsters.
- b. Upon completion of disposing trash into the dumpsters, all trash barrels shall be returned to the loading dock and the loading dock area shall be swept of any scattered debris.
- c. Recycle barrels for mixed office paper shall be emptied into the recycling dumpster located at the loading dock and returned nightly. Flatten all cardboard boxes before placing into the recycling bin.
- d. Scrub and clean all trash and recycling receptacles that are dirty or stained.
- e. Spot clean all door surfaces, door handles, glass topped desks and tables to remove smudges and finger prints.
- f. Clean all external and internal door partition glass to remove smudges and fingerprints.
- g. Clean light switch plates, and the wall surfaces around the light switch plates to remove fingerprints and smudges.
- h. Dust mop and damp mop (with clean water) all hard surface floors from wall to wall. Remove all spillage and tracking.
- i. Sweep and damp mop stairway. Dust Stairway walls.
- j. Sweep and damp mop or vacuum elevators.
- k. Vacuum entrance floor matting and during inclement weather, extract water from floor mats as needed.
- l. Dust mop and damp mop (with clean water) all hard surface floors wall to wall. Remove all spillage and tracking
- m. Vacuum traffic areas, and any spills.
- n. Spot clean all carpeted areas.
- o. Clean the exterior and interior of microwaves located in only designated break rooms and ensure any food residues, harden spills and spatters in the microwaves are cleaned up and removed.
- p. Refill paper towel and soap dispensers in all designated break rooms.
- q. Clean all sinks including slop sinks and counter tops.
- r. Clean all drinking fountains with sanitizing solution.
- s. Empty all cigarette urns located at building exterior entrances/sitting areas and replace sand as necessary. NDOT shall be responsible for providing the sand.
- t. Maintain janitorial supply room in a clean, neat and orderly fashion.

3. Auditorium Nightly Duties:

- a. Wipe and clean all chairs and tables in the auditorium.
- b. Set up and configure chairs and tables in the auditorium nightly as specified on NDOT form #48 or as requested (See Exhibit 2: Request for Use of Auditorium). Set-up configurations requests (NDOT form #48) will be posted in the first floor janitorial supply room. Any set-up configuration requests for Monday meetings/events shall be provided on the previous Friday night.

4. Restroom Nightly Core Duties:

- a. Clean rest rooms, including all fixtures, soap and paper towel dispensers, stools and stall partitions, mirrors, urinals, sinks and wall areas around the sinks and urinals with appropriate cleaners (germicidal cleaner, window cleaner, etc.). Apply disinfectant in stools and urinals.
- b. Clean the urinals and the inside/outside and rim of the toilet bowl(s) with a toilet brush and disinfectant.
- c. Sweep and damp mop rest room floors with appropriate cleaner.
- d. Scrub the floor around the toilets and urinals with appropriate cleaner.
- e. Refill the toilet paper holders.
- f. Refill paper towel and hand soap dispensers.
- g. Refill feminine products dispensers.
- h. As needed replace cloth towels in cloth roll towel dispensers (where present).

5. Weekly Night-Time Core Duties:

- a. Thoroughly vacuum all carpeted areas. Exercise care not to contact doors, walls, furniture, and hard surfaces. All carpeting will be edged with the appropriate vacuum.
- b. Excluding desktops; when accessible, dust tabletops, file cabinets, bookcases, chairs, coat racks, door frames, windowsills, counter tops, counter ledges and all cubicle areas including partition tops and cubical shelving
- c. Spot clean all interior window glass.
- d. Empty recycle containers for plastics and deposit the contents into the recycle bin located at the loading dock.
- e. Auto scrub the quarry tile in the cafeteria area, located in the lower level. Do not apply any finish to the quarry tile.

6. Bi-Weekly Night-Time Core Duties:

- a. Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish.

7. Monthly Night-Time Core Duties:

- a. Dust/clean wainscot in circulation areas where present.
- b. Clean or wet wipe all air conditioning vents and return grilles, and clean adjacent ceiling tile with appropriate ceiling tile cleaner.
- c. Dust light grills.

8. Quarterly Night-Time Core Duties:

- a. Clean all marble and tile wall surfaces with appropriate cleaner.

9. Semi-Annual Night-Time Core Duties:

- a. Hot water extraction clean all carpeted areas including all area mats (see Section V.L.2 for scheduling details).

10. Annual Night-Time Core Duties:

- a. Strip and re-apply new finish to hard surface floors (See Section V.L.3 for scheduling details).
- b. Clean all interior and exterior glass including transoms.
- c. Clean both sides of the interior magnetic storm windows with a non-abrasive window cleaner.

BUILDING NO. 00202 – NEBRASKA DEPARTMENT OF TRANSPORTATION

1500 Nebraska Parkway

WORK SCHEDULE

1. Daytime Core Duties LOWER LEVEL ONLY

Entry to each office area for daytime janitorial services will require access from State personnel.

- a. Empty all waste receptacles and damp wipe waste receptacles and change liners as needed. Trash is to be collected and transported to the lower level area.
- b. Remove contents from the recycling receptacles to the recycling bin located in the basement. Flatten all cardboard boxes before placing into the recycling bin.
- c. Sweep the basement area.
- d. Scrub and clean all trash and recycling receptacles that are dirty or stained.
- e. Spot clean all door surfaces, door handles, glass topped desks and tables to remove smudges and finger prints.
- f. Clean all external and internal door partition glass to remove smudges and fingerprints.
- g. Clean light switch plates, and the wall surfaces around the light switch plates to remove fingerprints and smudges.
- h. Restock the toilet paper holders, paper towel and hand soap dispensers and feminine products dispenser in the lower level rest rooms daily and replenish all other rest rooms in the building
- i. Spot clean all carpeted areas.
- j. Spot clean all interior window glass.
- k. Vacuum traffic areas, and any spills.
- l. Empty all cigarette urns located at building exterior entrances/sitting areas and replace sand as necessary. NDOT shall be responsible for providing the sand.
- m. Dust mop and spot clean the windows in the skywalk area.

2. Nightly Core Duties for entire building except Lower Level:

- a. Dust mop and damp mop (with clean water) all hard surface floors from wall to wall. Remove all spillage and tracking.
- b. Sweep and damp mop stairway. Dust Stairway walls.

- c. Sweep and damp mop or vacuum elevators (where available).
- d. Vacuum entrance floor matting and during inclement weather, extract water from floor mats as needed.
- e. Clean the exterior and interior of microwaves located in designated break rooms only and ensure any food residues, harden spills and spatters in the microwaves are cleaned up and removed.
- f. Refill paper towel and soap dispensers in all designated break rooms.
- g. Clean all sinks including slop sinks and counter tops.
- h. Clean all drinking fountains with sanitizing solution.
- i. Maintain janitorial supply room in a clean, neat, and orderly fashion.

3. Restroom Nightly Core Duties:

- a. Clean rest rooms, including all fixtures, soap and paper towel dispensers, stools and stall partitions, mirrors, urinals, sinks and wall areas around the sinks and urinals with appropriate cleaners (germicidal cleaner, window cleaner, etc.). Apply disinfectant in stools and urinals.
- b. Empty waste receptacles and damp wipe waste receptacles and change liners as needed. Trash is to be collected and transported to the lower level area.
- c. Clean the urinals and the inside/outside and rim of the toilet bowl(s) with a toilet brush and disinfectant.
- d. Sweep and damp mop rest room floors with appropriate cleaner.
- e. Scrub the floor around the toilets and urinals with appropriate cleaner.
- f. Refill the toilet paper holders.
- g. Refill paper towel and hand soap dispensers.
- h. Refill feminine products dispenser.
- i. As needed replace cloth towels in cloth roll towel dispensers (where present).

4. Bi-Weekly Night-Time Core Duties:

- a. Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain glossy finish.

5. Quarterly Night-Time Core Duties:

- a. Clean all tile wall surfaces with appropriate cleaner.

6. Semi-Annual Night-Time Core Duties:

- a. Hot water extraction clean all carpeted areas including all area mats. **Contractor shall coordinate and schedule this duty with State designated representative**

7. Annual Night-Time Core Duties:

- a. Strip and re-apply new finish to hard surface floors. **Contractor shall coordinate and schedule this duty with State designated representative**
- b. Clean all interior and exterior glass including transoms. In addition, exterior windows with blinds between the glazing panels shall require annual cleaning. The interior glazing panel shall be removed and cleaned on both sides and the blinds and interior screens shall be cleaned with a non-abrasive cleaner.

BUILDING NO. 00203 MATERIALS AND RESEARCH (M&R) BUILDING

1600 Nebraska Parkway

WORK SCHEDULE

1. Daytime Core Duties:

- a. Restock the toilet paper holders, paper towel and hand soap dispensers and feminine products dispenser in the lower level rest rooms after 1:00 P.M. daily and replenish all other rest rooms in the building as needed.
- b. Mop spills and tracking in the building to maintain a good appearance daily.
- c. Spot clean all entry glass daily.
- d. Maintain janitorial supply room in a clean, neat and orderly fashion
- e. Clean the exterior and interior of microwaves located in only designated break rooms and ensure any food residues, harden spills and spatters in the microwaves are cleaned up and removed.
- f. Refill paper towel and soap dispensers in all designated break rooms.
- g. Clean all sinks including slop sinks and counter tops.
- h. Clean all drinking fountains with sanitizing solution.
- i. Empty all cigarette urns located at building exterior entrances/sitting areas and replace sand as necessary. NDOT shall be responsible for providing the sand.
- j. Restock the toilet paper holders, paper towel and hand soap dispensers and feminine products dispenser

2. Nightly Core Duties (Shop Area Is Excluded):

- a. Night-time janitorial services are required.
- b. Trash pick-up barrels (on dollies), dumpsters, and recycle dumpsters are located at loading dock entry.
- c. The lab areas contain specialized and extremely sensitive equipment; therefore, the Contractor's employees must exercise caution when working in these areas. Under no circumstances shall the Contractor's employees touch testing equipment or disturb on-going tests.
- d. Janitorial services are not required for the Shop Area.
- e. Empty all waste receptacles in office areas, break rooms and rest rooms and damp wipe waste receptacles and change liners as needed. Remove trash from building to dumpsters.
- f. Upon completion of disposing trash into the dumpsters, all trash barrels shall be returned to the loading dock and the loading dock area shall be swept of any scattered debris.

- g. Recycle barrels for mixed office paper shall be emptied into the recycling dumpster located at the loading dock and returned nightly. Flatten all cardboard boxes before placing into the recycling bin.
- h. Scrub and clean all trash and recycling receptacles that are dirty or stained.
- i. Spot clean all door surfaces, door handles, glass topped desks and tables to remove smudges and finger prints.
- j. Clean all external and internal door partition glass to remove smudges and fingerprints.
- k. Clean light switch plates, and the wall surfaces around the light switch plates to remove fingerprints and smudges.
- l. Dust mop and damp mop (with clean water) all hard surface floors wall to wall. Remove all spillage and tracking.
- m. Maintain hard surface floor finish.
- n. Sweep and damp mop stairway. Dust Stairway walls.
- o. Sweep and damp mop or vacuum elevators.
- p. Vacuum entrance floor matting and during inclement weather, extract water from floor mats as needed.
- q. Vacuum traffic areas, and any spills.
- r. Spot clean all carpeted areas.
- s. Clean the exterior and interior of microwaves located in designated break rooms only and ensure any food residues, harden spills and spatters in the microwaves are cleaned up and removed.
- t. Refill paper towel and soap dispensers in all designated break rooms.
- u. Clean all sinks including slop sinks and counter tops
- v. Clean all drinking fountains with sanitizing solution.
- w. Empty all cigarette urns located at building exterior entrances/sitting areas and replace sand as necessary. NDOT shall be responsible for providing the sand.
- x. Maintain janitorial supply room in a clean, neat, and orderly fashion.

3. Restroom Nightly Core Duties:

- a. Clean rest rooms, including all fixtures, soap and paper towel dispensers, stools and stall partitions, mirrors, urinals, sinks and wall areas around the sinks and urinals with appropriate cleaners (germicidal cleaner, window cleaner, etc.). Apply disinfectant in stools and urinals.
- b. Clean the urinals and the inside/outside and rim of the toilet bowl(s) with a toilet brush and disinfectant.
- c. Sweep and damp mop rest room floors with appropriate cleaner.
- d. Scrub the floor around the toilets and urinals with appropriate cleaner.
- e. Refill the toilet paper holders.
- f. Refill paper towel and hand soap dispensers.
- g. Refill feminine products dispensers.
- h. As needed replace cloth towels in cloth roll towel dispensers (where present).

4. Nightly Core Duties-Lab Areas:

- a. Sweep, dust, and damp mopped hard surface flooring in all labs **excluding the physical test room, bituminous lab and moist room.**
- b. Sweep the hard surface flooring in the concrete labs with a sweeping compound.

5. Weekly Night-Time Core Duties:

- a. Thoroughly vacuum all carpeted areas. Exercise care not to contact doors, walls, furniture, and hard surfaces. All carpeting will be edged with the appropriate vacuum.
- b. Excluding desktops; when accessible, dust tabletops, file cabinets, bookcases, chairs, coat racks, door frames, windowsills, counter tops, counter ledges and all cubicle areas including partition tops and cubical shelving
- c. Spot clean all interior window glass, including the Lab Areas.
- d. Empty recycle containers for plastics and deposit the contents into the recycle bin located at the loading dock.

6. Bi-Weekly Night-Time Core Duties:

- a. Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain glossy finish.

7. Monthly Night-Time Core Duties:

- a. Dust/clean wainscot in circulation areas where present.
- b. Clean or wet wipe all air conditioning vents and return grilles, and clean adjacent ceiling tile with appropriate ceiling tile cleaner.
- c. Dust light grills.

8. Quarterly Night-Time Core Duties:

- a. Clean all tile wall surfaces with appropriate cleaner.

9. Semi-Annual

- a. Hot water extraction clean all carpeted areas including all area mats

10. Annual Night-Time Core Duties:

- a. Strip and re-apply new finish to hard surface floors
- b. Clean all interior and exterior glass including transoms. In addition, exterior windows with blinds between the glazing panels shall require annual cleaning. The interior glazing panel shall be removed and cleaned on both sides and the blinds and interior screens shall be cleaned with a non-abrasive cleaner.

BUILDING NO. 00101 OPERATIONS

5001 So. 14TH St.

1. Building #00101 contains the following areas: office space, warehouse area, and automotive/equipment repair shop (Fleet Shop).
2. **Night-time** janitorial services are required.
3. The main gate is automated and is programmed to close each night at 5:30 P.M. An access card is required for entry and exiting the gated area. The gate will remain open for approximately 45 seconds before closing and the custodian(s) must remain at the gate until it closes. Do not allow unauthorized individuals to pass through the gate while it is open.
4. Exterior dumpsters are located outside at the west end of the Fleet Shop and at the north dock. The overhead doors at those locations are activated to a silent alarm system. Prior to exiting through these doors, the custodial supervisor shall be responsible for contacting Capitol Security for clearance. Security contact information shall be provided to the awarded Contractor upon commencement of the contract.

WORK SCHEDULE

1. **Nightly Core Duties:**
 - a. Empty **all** waste receptacles, including the waste receptacles in the rest rooms and damp wipe waste receptacles and change liners as needed. Remove trash from building to dumpsters.
 - b. Remove contents from the recycling receptacles to the recycling bin. Flatten all cardboard boxes before placing into the recycling bin.
 - c. Scrub and clean all trash and recycling receptacles that are dirty or stained.
 - d. Spot clean all door surfaces, door handles, glass topped desks and tables to remove smudges and finger prints.
 - e. Clean all external and internal door partition glass to remove smudges and fingerprints.
 - f. Clean light switch plates, and the wall surfaces around the light switch plates to remove fingerprints and smudges.
 - g. Dust mop and damp mop (with clean water) all hard surface floors wall to wall. Remove all spillage and tracking.
 - h. Maintain hard surface floor finish.
 - i. Sweep and damp mop stairway. Dust Stairway walls.
 - j. Sweep and damp mop or vacuum elevators.
 - k. Vacuum entrance floor matting and during inclement weather, extract water from floor mats as needed.
 - l. Vacuum traffic areas, and any spills.
 - m. Spot clean all carpeted areas.
 - n. Clean the exterior and interior of microwaves located in designated break rooms only and ensure any food residues, harden spills and spatters in the microwaves are cleaned up and removed.
 - o. Refill paper towel and soap dispensers in all designated break room.
 - p. Clean all sinks including slop sinks and counter tops.
 - q. Clean all drinking fountains with sanitizing solution.
 - r. Empty all cigarette urns located at building exterior entrances/sitting areas and replace sand as necessary. NDOT shall be responsible for providing the sand.
 - s. Maintain janitorial supply room in a clean, neat and orderly fashion.
2. **Restroom Core Duties:**
 - a. Clean rest rooms, including all fixtures, soap and paper towel dispensers, stools and stall partitions, mirrors, urinals, sinks and wall areas around the sinks and urinals with appropriate cleaners (germicidal cleaner, window cleaner, etc.). Apply disinfectant in stools and urinals.
 - b. Clean the urinals and the inside/outside and rim of the toilet bowl(s) with a toilet brush and disinfectant.
 - c. Sweep and damp mop rest room floors with appropriate cleaner.
 - d. Scrub the floor around the toilets and urinals with appropriate cleaner.
 - e. Refill the toilet paper holders.
 - f. Refill paper towel and hand soap dispensers.
 - g. Refill feminine products dispensers.
 - h. As needed replace cloth towels in cloth roll towel dispensers (where present).
3. **Fleet Shop Core Duties:**
 - a. Squeegee any standing water from the concrete floor prior to sweeping the concrete floor.
 - b. Sweep entire concrete floor including underneath work benches with sweeping compound. Sweep around heavy equipment or vehicles that are in the shop. **Do not sweep underneath any equipment or vehicles.** Compressed air or a water hose to clean the floor is **not allowed**.
 - c. Clean the concrete floor where accessible with an automatic scrubbing machine.
 - d. Clean oil/grease spots using a degreaser.
 - e. Empty all trash containers and returned them to their original locations and secure lids back on the containers.
4. **Warehouse Core Duties:**
 - a. Dust mop the warehouse floor on a nightly basis
 - b. During inclement weather damp mop the warehouse floor and squeegee off any present water.
5. **Weekly Core Duties:**
 - a. Thoroughly vacuum all carpeted areas. Exercise care not to contact doors, walls, furniture, and hard surfaces. All carpeting will be edged with the appropriate vacuum.

- b. Excluding desktops; when accessible, dust table tops, file cabinets, bookcases, chairs, coat racks, door frames, window sills, counter tops, counter ledges and all cubicle areas including partition tops and cubical shelving
 - c. Spot clean all interior window glass
- 6. Bi-Weekly Night-Time Core Duties:**
 - a. Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain glossy finish.
- 7. Monthly Core Duties:**
 - a. Dust/clean wainscot in circulation areas where present.
 - b. Clean or wet wipe all air conditioning vents and return grilles, and clean adjacent ceiling tile with appropriate ceiling tile cleaner.
 - c. Dust light grills.
 - d. Auto scrub the warehouse floor every fourth Wednesday or as designated by NDOT. In the event the scheduled day falls on a Holiday, the auto scrub cleaning shall be performed the day before.
- 8. Quarterly Duties:**
 - a. Clean all tile wall surfaces with appropriate cleaner.
- 9. Semi-Annual Core Duties:**
 - a. Hot water extraction clean all carpeted areas including all area mats (See Section V.L.2 for scheduling details).
- 10. Annual Core Duties:**
 - a. Apply new finish to hard surface floors (See Section V.L.3 for scheduling details).
 - b. Clean all interior and exterior glass including transoms.
 - c. Wash all high bay shop light fixture lens in the Fleet Shop.

BUILDING NO. 00102 WELD SHOP BUILDING

5001 So. 14th St.

- 1. Building #00102 contains the following areas: office space, welding shop, and gas records area.
- 2. **Night-time** janitorial services are required.
- 3. Dumpsters are located west of shop.

WORK SCHEDULE

- 1. Nightly Core Duties:**
 - a. Empty all waste receptacles including the waste receptacles in the rest rooms and damp wipe waste receptacles and change liners as needed. Remove trash from building to dumpsters.
 - b. Remove contents from the recycling receptacles to the recycling bin. Flatten all cardboard boxes before placing into the recycling bin.
 - c. Scrub and clean all trash and recycling receptacles that are dirty or stained.
 - d. Spot clean all door surfaces, door handles, glass topped desks and tables to remove smudges and finger prints.
 - e. Clean all external and internal door partition glass to remove smudges and fingerprints.
 - f. Clean light switch plates, and the wall surfaces around the light switch plates to remove fingerprints and smudges.
 - g. Vacuum entrance floor matting and during inclement weather, extract water from floor mats as needed.
 - h. Dust mop and damp mop (with clean water) all hard surface floors wall to wall. Remove all spillage and tracking.
 - i. Spot clean all carpeted areas.
 - j. Clean the exterior and interior of microwaves located in designated break rooms only and ensure any food residues, harden spills and spatters in the microwaves are cleaned up and removed.
 - k. Refill paper towel and soap dispensers in all designated break rooms.
 - l. Clean all sinks including slop sinks and counter tops.
 - m. Clean all drinking fountains with sanitizing solution.
 - n. Empty all cigarette urns located at building exterior entrances/sitting areas and replace sand as necessary. NDOT shall be responsible for providing the sand.
 - o. Empty the trash barrel located at the gas pump island.
 - p. Maintain janitorial supply room in a clean, neat, and orderly fashion.
- 2. Restroom Core Duties:**
 - a. Clean rest rooms, including all fixtures, soap and paper towel dispensers, stools and stall partitions, mirrors, urinals, sinks and wall areas around the sinks and urinals with appropriate cleaners (germicidal cleaner, window cleaner, etc.). Apply disinfectant in stools and urinals.
 - b. Clean the urinals and the inside/outside and rim of the toilet bowl(s) with a toilet brush and disinfectant.
 - c. Sweep and damp mop rest room floors with appropriate cleaner.
 - d. Scrub the floor around the toilets and urinals with appropriate cleaner.
 - e. Refill the toilet paper holders.
 - f. Refill paper towel and hand soap dispensers.
 - g. Refill feminine products dispenser.
 - h. As needed replace cloth towels in cloth roll towel dispensers (where present).

3. Weekly Core Duties:

- a. Thoroughly vacuum all carpeted areas. Exercise care not to contact doors, walls, furniture, and hard surfaces. All carpeting will be edged with the appropriate vacuum.
- b. Excluding desktops; when accessible, dust tabletops, file cabinets, bookcases, chairs, coat racks, door frames, window sills, counter tops, counter ledges and all cubicle areas including partition tops and cubical shelving
- c. Spot clean all interior window glass.
- d. Squeegee any standing water from the shop concrete floor prior to sweeping the concrete floor.
- e. Sweep the entire shop concrete floor with sweeping compound.

4. Monthly Core Duties:

- a. Clean or wet wipe all air conditioning vents and return grilles, and clean adjacent ceiling tile with appropriate ceiling tile cleaner.
- b. Dust light grills.

5. Semi-Annual Core Duties:

- a. Hot water extraction clean all carpeted areas including all area mats (See Section V.L.2 for scheduling details).

6. Annual Core Duties:

- a. Clean all interior and exterior glass including transoms.

BUILDING NO. 00103 ELECTRONIC – TRAFFIC COUNTER SHOP

5001 So. 14th St.

1. Building #00103 consist of Electronic Shop, Traffic Counter Shop and warehouse area bays. Janitorial services are not required for the warehouse area bays.
2. **Night-time** janitorial services are required.
3. Dumpsters are located near the entrance to the Traffic Counter Shop, Building #00103.

WORK SCHEDULE

1. Nightly Core Duties:

- a. Empty all waste receptacles including the waste receptacles in the rest rooms and damp wipe waste receptacles and change liners as needed. Remove trash from building to dumpsters.
- b. Remove contents from the recycling receptacles to the recycling bin. Flatten all cardboard boxes before placing into the recycling bin.
- c. Scrub and clean all trash and recycling receptacles that are dirty or stained.
- d. Spot clean all door surfaces, door handles, glass topped desks and tables to remove smudges and finger prints.
- e. Clean all external and internal door partition glass to remove smudges and fingerprints.
- f. Clean light switch plates, and the wall surfaces around the light switch plates to remove fingerprints and smudges.
- g. Vacuum entrance floor matting and during inclement weather, extract water from floor mats as needed.
- h. Dust mop and damp mop (with clean water) all hard surface floors wall to wall. Remove all spillage and tracking.
- i. Spot clean all carpeted areas.
- j. Clean the exterior and interior of microwaves located in designated break rooms only and ensure any food residues, harden spills and spatters in the microwaves are cleaned up and removed.
- k. Refill paper towel and soap dispensers in all designated break rooms.
- l. Clean all sinks including slop sinks and counter tops.
- m. Clean all drinking fountains with sanitizing solution.
- n. Empty all cigarette urns located at building exterior entrances/sitting areas and replace sand as necessary. NDOT shall be responsible for providing the sand.
- o. Sweep concrete floor areas.
- p. Maintain janitorial supply room in a clean, neat, and orderly fashion.

2. Restroom Core Duties:

- a. Clean rest rooms, including all fixtures, soap and paper towel dispensers, stools and stall partitions, mirrors, urinals, sinks and wall areas around the sinks and urinals with appropriate cleaners (germicidal cleaner, window cleaner, etc.). Apply disinfectant in stools and urinals.
- b. Clean the urinals and the inside/outside and rim of the toilet bowl(s) with a toilet brush and disinfectant.
- c. Sweep and damp mop rest room floors with appropriate cleaner.
- d. Scrub the floor around the toilets and urinals with appropriate cleaner.
- e. Refill the toilet paper holders.
- f. Refill paper towel and hand soap dispensers.
- g. Refill feminine products dispenser.
- h. As needed replace cloth towels in cloth roll towel dispensers (where present).

3. Weekly Core Duties:

- a. Thoroughly vacuum all carpeted areas. Exercise care not to contact doors, walls, furniture, and hard surfaces. All carpeting will be edged with the appropriate vacuum.
- b. Excluding desktops; when accessible, dust tabletops, file cabinets, bookcases, chairs, coat racks, door frames, windowsills, counter tops, counter ledges and all cubicle areas including partition tops and cubical shelving.
- c. Spot clean all interior window glass.

4. Monthly Core Duties:

- a. Clean or wet wipe all air conditioning vents and return grilles, and clean adjacent ceiling tile with appropriate ceiling tile cleaner.
- b. Dust light grills.

5. Semi-Annual Core Duties:

- a. Hot water extraction clean all carpeted areas including all area mats (See Section V.L.2 for scheduling details).

6. Annual Core Duties:

- a. Clean all interior and exterior glass including transoms.

BUILDING NO. 00110 GROUNDSKEEPER SHOP

5001 So. 14th St.

1. Building #00110 consist of office areas, two (2) bay areas and shop area.

2. Night-time janitorial services are required.

3. Dumpsters are located south of building.

WORK SCHEDULE

1. Nightly Core Duties:

- a. Empty all waste receptacles including the waste receptacles in the rest rooms and damp wipe waste receptacles and change liners as needed. Remove trash from building to dumpsters.
- b. Remove contents from the recycling receptacles to the recycling bin. Flatten all cardboard boxes before placing into the recycling bin.
- c. Scrub and clean all trash and recycling receptacles that are dirty or stained.
- d. Spot clean all door surfaces, door handles, glass topped desks and tables to remove smudges and finger prints.
- e. Clean all external and internal door partition glass to remove smudges and fingerprints.
- f. Clean light switch plates, and the wall surfaces around the light switch plates to remove fingerprints and smudges.
- g. Vacuum entrance floor matting and during inclement weather, extract water from floor mats as needed.
- h. Dust mop and damp mop (with clean water) all hard surface floors wall to wall. Remove all spillage and tracking
- i. Vacuum traffic areas, and any spills.
- j. Spot clean all carpeted areas.
- k. Clean the exterior and interior of microwaves located in designated break rooms only and ensure any food residues, harden spills and spatters in the microwaves are cleaned up and removed.
- l. Refill paper towel and soap dispensers in all designated break rooms.
- m. Clean all sinks including slop sinks and counter tops.
- n. Clean all drinking fountains with sanitizing solution.
- o. Empty all cigarette urns located at building exterior entrances/sitting areas and replace sand as necessary. NDOT shall be responsible for providing the sand.
- p. Squeegee any standing water from the concrete floor prior to sweeping the concrete floor.
- q. Sweep concrete floor areas with sweeping compound.
- r. Maintain janitorial supply room in a clean, neat, and orderly fashion.

2. Restroom Core Duties:

- a. Clean rest rooms, including all fixtures, soap and paper towel dispensers, stools and stall partitions, mirrors, urinals, sinks and wall areas around the sinks and urinals with appropriate cleaners (germicidal cleaner, window cleaner, etc.). Apply disinfectant in stools and urinals.
- b. Clean the urinals and the inside/outside and rim of the toilet bowl(s) with a toilet brush and disinfectant.
- c. Sweep and damp mop rest room floors with appropriate cleaner.
- d. Scrub the floor around the toilets and urinals with appropriate cleaner.
- e. Refill the toilet paper holders.
- f. Refill paper towel and hand soap dispensers.
- g. Refill feminine products dispenser.
- h. As needed replace cloth towels in cloth roll towel dispensers (where present).

3. Weekly Core Duties:

- a. Thoroughly vacuum all carpeted areas. Exercise care not to contact doors, walls, furniture, and hard surfaces. All carpeting will be edged with the appropriate vacuum.
- b. Excluding desktops; when accessible, dust tabletops, file cabinets, bookcases, chairs, coat racks, door frames, windowsills, counter tops, counter ledges, and all cubicle areas including partition tops and cubical shelving.
- c. Spot clean all interior window glass.

4. Bi-Weekly Night-Time Core Duties

- a. Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain glossy finish.

5. Monthly Core Duties:

- a. Clean or wet wipe all air conditioning vents and return grilles, and clean adjacent ceiling tile with appropriate ceiling tile cleaner.
- b. Dust light grills.

6. Semi-Annual Core Duties:

- a. Hot water extraction clean all carpeted areas including all area mats (See Section V.L.2 for scheduling details.)

7. Annual Core Duties:

- a. Clean all interior and exterior glass including transoms.

BUILDING NO. 00111 BRIDGE INSPECTION BUILDING

5001 So. 14th St.

1. Building #00111 consist of office areas, north storage bay and two (2) center shop bay areas. Janitorial services are not required for the north storage bay.
2. **Night-time** janitorial services are required.
3. Dumpsters are located near the south side of the building.

WORK SCHEDULE

1. Nightly Core Duties:

- a. Empty all waste receptacles including the waste receptacles in the rest rooms and damp wipe waste receptacles and change liners as needed. Remove trash from building to dumpsters.
- b. Remove contents from the recycling receptacles to the recycling bin. Flatten all cardboard boxes before placing into the recycling bin.
- c. Scrub and clean all trash and recycling receptacles that are dirty or stained.
- d. Spot clean all door surfaces, door handles, glass topped desks and tables to remove smudges and finger prints.
- e. Clean all external and internal door partition glass to remove smudges and fingerprints.
- f. Clean light switch plates, and the wall surfaces around the light switch plates to remove fingerprints and smudges.
- g. Vacuum entrance floor matting and during inclement weather, extract water from floor mats as needed.
- h. Dust mop and damp mop (with clean water) all hard surface floors wall to wall. Remove all spillage and tracking
- i. Vacuum traffic areas, and any spills.
- j. Spot clean all carpeted areas.
- k. Clean the exterior and interior of microwaves located in designated break rooms only and ensure any food residues, harden spills and spatters in the microwaves are cleaned up and removed.
- l. Refill paper towel and soap dispensers in all designated break rooms.
- m. Clean all sinks including slop sinks and counter tops.
- n. Clean all drinking fountains with sanitizing solution.
- o. Empty all cigarette urns located at building exterior entrances/sitting areas and replace sand as necessary. NDOT shall be responsible for providing the sand.
- p. Squeegee any standing water from the concrete floor prior to sweeping the concrete floor.
- q. Sweep concrete floor areas with sweeping compound
- r. Maintain janitorial supply room in a clean, neat, and orderly fashion.

2. Restroom Core Duties:

- a. Clean rest rooms, including all fixtures, soap and paper towel dispensers, stools and stall partitions, mirrors, urinals, sinks and wall areas around the sinks and urinals with appropriate cleaners (germicidal cleaner, window cleaner, etc.). Apply disinfectant in stools and urinals.
- b. Clean the urinals and the inside/outside and rim of the toilet bowl(s) with a toilet brush and disinfectant.
- c. Sweep and damp mop rest room floors with appropriate cleaner.
- d. Scrub the floor around the toilets and urinals with appropriate cleaner.
- e. Refill the toilet paper holders.
- f. Refill paper towel and hand soap dispensers.
- g. Refill feminine products dispenser.
- h. As needed replace cloth towels in cloth roll towel dispensers (where present).

3. Weekly Core Duties:

- a. Thoroughly vacuum all carpeted areas. Exercise care not to contact doors, walls, furniture, and hard surfaces. All carpeting will be edged with the appropriate vacuum.
- b. Excluding desktops; when accessible, dust tabletops, file cabinets, bookcases, chairs, coat racks, door frames, window sills, counter tops, counter ledges and all cubicle areas including partition tops and cubical shelving.
- c. Clean the south bay shop floor with an automatic scrubbing machine. Please note: the bay area is not equipped with a floor drain.
- d. Spot clean all interior window glass.

4. Bi-Weekly Night-Time Core Duties:

- a. Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain glossy finish.

5. Monthly Core Duties:

- a. Clean or wet wipe all air conditioning vents and return grilles, and clean adjacent ceiling tile with appropriate ceiling tile cleaner.
- b. Dust light grills.

6. Semi-Annual Core Duties:

- a. Hot water extraction clean all carpeted areas including all area mats (See Section V.L.2 for scheduling details).

7. Annual Core Duties:

- a. Clean all interior and exterior glass including transoms.

BUILDING NO. 00113 ENGINEERING FIELD OFFICE

5001 So. 14th St.

1. Building #00113 consist of office areas, engineering equipment storage area and two (2) bay areas. Janitorial services are not required for the engineering equipment storage area.
2. **Night-time** janitorial services are required.
3. Trash must be emptied into the dumpster located at Building #00101.

WORK SCHEDULE

1. Nightly Core Duties:

- a. Empty all waste receptacles including the waste receptacles in the rest rooms and damp wipe waste receptacles and change liners as needed. Remove trash from building to dumpsters.
- b. Remove contents from the recycling receptacles to the recycling bin. Flatten all cardboard boxes before placing into the recycling bin.
- c. Scrub and clean all trash and recycling receptacles that are dirty or stained.
- d. Spot clean all door surfaces, door handles, glass topped desks and tables to remove smudges and finger prints.
- e. Clean all external and internal door partition glass to remove smudges and fingerprints.
- f. Clean light switch plates, and the wall surfaces around the light switch plates to remove fingerprints and smudges.
- g. Dust mop and damp mop (with clean water) all hard surface floors. Remove all spillage and tracking.
- h. Maintain hard surface floor finish.
- i. Vacuum entrance floor matting and during inclement weather, extract water from floor mats as needed.
- j. Dust mop and damp mop (with clean water) all hard surface floors. Remove all spillage and tracking
- k. Vacuum traffic areas, and any spills.
- l. Spot clean all carpeted areas.
- m. Sweep concrete floor areas with sweeping compound.
- n. Clean the exterior and interior of microwaves located in designated break rooms only and ensure any food residues, harden spills and spatters in the microwaves are cleaned up and removed.
- o. Refill paper towel and soap dispensers in all designated break rooms.
- p. Clean all sinks including slop sinks and counter tops.
- q. Clean all drinking fountains with sanitizing solution.
- r. Empty all cigarette urns located at building exterior entrances/sitting areas and replace sand as necessary. NDOT shall be responsible for providing the sand.
- s. Maintain janitorial supply room in a clean, neat, and orderly fashion.

2. Restroom Core Duties:

- a. Clean rest rooms, including all fixtures, soap and paper towel dispensers, stools and stall partitions, mirrors, urinals, sinks and wall areas around the sinks and urinals with appropriate cleaners (germicidal cleaner, window cleaner, etc.). Apply disinfectant in stools and urinals.
- b. Clean the urinals and the inside/outside and rim of the toilet bowl(s) with a toilet brush and disinfectant.
- c. Sweep and damp mop rest room floors with appropriate cleaner.
- d. Scrub the floor around the toilets and urinals with appropriate cleaner.
- e. Refill the toilet paper holders.
- f. Refill paper towel and hand soap dispensers.
- g. Refill feminine products dispensers.
- h. As needed replace cloth towels in cloth roll towel dispensers (where present).

3. Weekly Core Duties:

- a. Thoroughly vacuum all carpeted areas. Exercise care not to contact doors, walls, furniture, and hard surfaces. All carpeting will be edged with the appropriate vacuum.
- b. Excluding desktops; when accessible, dust tabletops, file cabinets, bookcases, chairs, coat racks, door frames, windowsills, counter tops, counter ledges, and all cubicle areas including partition tops and cubical shelving.
- c. Spot clean all interior window glass.

4. Bi-Weekly Night-Time Core Duties:

- a. Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain glossy finish.

5. Monthly Core Duties:

- a. Clean or wet wipe all air conditioning vents and return grilles, and clean adjacent ceiling tile with appropriate ceiling tile cleaner.
- b. Dust light grills.

6. Semi-Annual Core Duties:

- a. Hot water extraction clean all carpeted areas including all area mats (See Section V.L.2 for scheduling details).

7. Annual Core Duties:

- a. Strip and Re-apply new finish to hard surface floors (See Section V.L.3 for scheduling details).
- b. Clean all interior and exterior glass including transoms.

BUILDING NO. 10101 DISTRICT ONE SHOP AND OFFICE BUILDING

302 Superior St.

1. Building #10101 consist of office areas and shop area. **Janitorial floor cleaning services are not required for the shop area. Janitorial services are required for the main office building and offices located in the shop area.**

2. **Night-time** janitorial services are required.

3. Dumpsters are located across the creek, along the north fence.

4. Invoices for this facility are to be e-mailed to Katy Ambriz at kathryn.ambriz@nebraska.gov

WORK SCHEDULE

1. Nightly Core Duties:

- a. Empty all waste receptacles including the waste receptacles in offices in the shop area and the rest rooms. Damp wipe waste receptacles and change liners as needed. Remove trash from building to dumpsters.
- b. Remove contents from the recycling receptacles to the recycling bin. Flatten all cardboard boxes before placing into the recycling bin.
- c. Scrub and clean all trash and recycling receptacles that are dirty or stained.
- d. Spot clean all door surfaces, door handles, glass topped desks and tables to remove smudges and finger prints.
- e. Clean all external and internal door partition glass to remove smudges and fingerprints.
- f. Clean light switch plates, and the wall surfaces around the light switch plates to remove fingerprints and smudges.
- g. Dust mop and damp mop (with clean water) all hard surface floors wall to wall, including the offices in the shop area. Remove all spillage and tracking.
- h. Maintain hard surface floor finish including the offices in the shop area.
- i. Sweep and damp mop all stairways, including northeast stairway to shop area. Dust Stairway walls.
- j. Sweep and damp mop or vacuum elevators.
- k. Vacuum entrance floor matting and during inclement weather, extract water from floor mats as needed.
- l. Vacuum traffic areas, and any spills.
- m. Spot clean all carpeted areas.
- n. Clean the exterior and interior of microwaves located in designated break rooms only and ensure any food residues, harden spills and spatters in the microwaves are cleaned up and removed.
- o. Refill paper towel and soap dispensers in all designated break rooms.
- p. Clean all counter tops and sinks including the slop sink in the shop area.
- q. Restock paper products.
- r. Clean all drinking fountains with sanitizing solution.
- s. Empty all cigarette urns located at building exterior entrances/sitting areas and replace sand as necessary. NDOT shall be responsible for providing the sand.
- t. Maintain janitorial supply room in a clean, neat, and orderly fashion.

2. Restroom Core Duties:

- a. Clean rest rooms, including all fixtures, soap and paper towel dispensers, stools and stall partitions, mirrors, urinals, sinks and wall areas around the sinks and urinals with appropriate cleaners (germicidal cleaner, window cleaner, etc.). Apply disinfectant in stools and urinals.
- b. Clean the urinals and the inside/outside and rim of the toilet bowl(s) with a toilet brush and disinfectant.
- c. Sweep and damp mop rest room floors with appropriate cleaner.
- d. Scrub the floor around the toilets and urinals with appropriate cleaner.
- e. Refill the toilet paper holders.
- f. Refill paper towel and hand soap dispensers.
- g. Refill feminine products dispensers.

3. Weekly Core Duties:

- a. Thoroughly vacuum all carpeted areas. Exercise care not to contact doors, walls, furniture, and hard surfaces. All carpeting will be edged with the appropriate vacuum.
- b. Including desktops; when accessible, dust tabletops, file cabinets, bookcases, chairs, coat racks, door frames, window sills, counter tops, counter ledges and all cubicle areas including partition tops and cubical shelving.
- c. Clean observation windows in the offices located in the shop area.
- d. Spot clean all interior window glass.
- e. Clean window frames to remove any dust and/or cobwebs.

4. Bi-Weekly Night-Time Core Duties:

- a. Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain glossy finish.

5. Monthly Core Duties:

- a. Dust/clean wainscot in circulation areas where present.
- b. Clean or wet wipe all air conditioning vents and return grilles, and clean adjacent ceiling tile with appropriate ceiling tile cleaner.
- c. Dust light grills.

6. Semi-Annual Core Duties:

- a. Hot water extraction clean all carpeted areas including all area mats
- b. Clean all transoms, interior and exterior windows including the windows in the shop area.

7. Annual Core Duties

- a. Strip and Re-apply new finish to hard surface floors including the hard surface floors in the main building and offices in the shop (See Section V.L.3 for scheduling details).

BUILDING NO. 10201 SALT VALLEY MAINTENANCE SHOP AND OFFICE

5300 Salt Valley View

1. Building #10201 consist of office areas and shop area. **Janitorial services are not required for the shop area except for cleaning the rest rooms and slop sinks located in the shop areas (one sink is in the Mechanic Bay and other sink is by the stairway).**
2. Night-time janitorial services are required for all office areas.
3. A dumpster is located next to the building.

WORK SCHEDULE

1. Nightly Core Duties:

- a. Empty all waste receptacles including the waste receptacles in the offices in the shop area and the rest rooms. Damp wipe waste receptacles and change liners as needed. Remove trash from building to dumpster.
- b. Remove contents from the recycling receptacles to the recycling bin. Flatten all cardboard boxes before placing into the recycling bin.
- c. Scrub and clean all trash and recycling receptacles that are dirty or stained.
- d. Spot clean all door surfaces, door handles, glass topped desks and tables to remove smudges and finger prints.
- e. Clean all external and internal door partition glass to remove smudges and fingerprints.
- f. Clean light switch plates, and the wall surfaces around the light switch plates to remove fingerprints and smudges.
- g. Dust mop and damp mop (with clean water) all hard surface floors, including the offices in the shop area. Remove all spillage and tracking.
- h. Maintain hard surface floor finish including the offices in the shop area.
- i. Vacuum entrance floor matting and during inclement weather, extract water from floor mats as needed.
- j. Dust mop and damp mop (with clean water) all hard surface floors. Remove all spillage and tracking
- k. Vacuum traffic areas, and any spills.
- l. Spot clean all carpeted areas.
- m. Clean the exterior and interior of microwaves located in designated break rooms only and ensure any food residues, harden spills and spatters in the microwaves are cleaned up and removed.
- n. Refill paper towel and soap dispensers in all designated break rooms.
- o. Clean all counter tops and sinks including the slop sink in the shop area.
- p. Restock paper products.
- q. Clean all drinking fountains with sanitizing solution.
- r. Empty all cigarette urns located at building exterior entrances/sitting areas and replace sand as necessary. NDOT shall be responsible for providing the sand.
- s. Maintain janitorial supply room in a clean, neat, and orderly fashion.

2. Restroom Core Duties:

- a. Clean rest rooms, including all fixtures, soap and paper towel dispensers, stools and stall partitions, mirrors, urinals, sinks and wall areas around the sinks and urinals with appropriate cleaners (germicidal cleaner, window cleaner, etc.). Apply disinfectant in stools and urinals.
- b. Clean the urinals and the inside/outside and rim of the toilet bowl(s) with a toilet brush and disinfectant.
- c. Sweep and damp mop rest room floors with appropriate cleaner.
- d. Scrub the floor around the toilets and urinals with appropriate cleaner.
- e. Refill the toilet paper holders.
- f. Refill paper towel and hand soap dispensers.
- g. Refill feminine products dispenser.

3. Weekly Core Duties:

- a. Thoroughly vacuum all carpeted areas. Exercise care not to contact doors, walls, furniture, and hard surfaces. All carpeting will be edged with the appropriate vacuum.
- b. Excluding desktops; when accessible, dust tabletops, file cabinets, bookcases, chairs, coat racks, door frames, window sills, counter tops, counter ledges and all cubicle areas including partition tops and cubical shelving.

- c. Clean observation windows in the offices located in the shop area.
- d. Spot clean all interior window glass.

4. Bi-Weekly Night-Time Core Duties:

- a. Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain glossy finish.

5. Monthly Core Duties:

- a. Clean or wet wipe all air conditioning vents and return grilles, and clean adjacent ceiling tile with appropriate ceiling tile cleaner.
- b. Dust light grills.

6. Semi-Annual Core Duties:

- a. Clean all transoms, interior and exterior windows including the windows in the shop area.
- b. Hot water Extraction clean all carpeted areas including all area mats (See Section V.L.2 for scheduling details).

7. Annual Core Duties:

- a. Strip and Re-apply new finish to hard surface floors including the hard surface floors in the offices in the shop (See Section V.L.3 for scheduling details).

BUILDING NO. 15701 EASTBOUND I-80 SCALE OFFICE

Mile Marker No. 415

1. **Daytime** janitorial services are required Monday, Wednesday, and Friday, excluding State Holidays between **8:00 A.M. and 5:00 P.M.** or as designated by the Lieutenant or designee of the Carrier Enforcement. The work schedule may not be altered unless approved by the Lieutenant or designee.
2. NSP staff may or may not be present in the building during the workday. In the event, NSP staff is not present in the building, the Contractor and janitorial staff shall be responsible for ensuring all doors used for entering and exiting the building during the performance of day-time janitorial services are closed and secured upon leaving the premises.
3. Contractor's employees shall be required to abide with NDOT and NSP conduct and building regulations and conduct themselves in a professional manner. **Under no circumstances, shall janitorial staff interfere with or disrupt the Nebraska State of Patrol activities including security/enforcement incidents or arrests. Janitorial staff must refrain from interacting and/or conversing with NSP staff during the above-mentioned activities and continue with their regular duties in another area or as directed by NSP staff.**
4. Dumpster is located on the southeast side of the building.

WORK SCHEDULES

1. Thrice Weekly Core Duties:

- a. Empty all waste receptacles including the waste receptacles in the rest rooms and damp wipe waste receptacles and change liners as needed. Remove trash from building to dumpster.
- b. Remove contents from the recycling receptacles to the recycling bin. Flatten all cardboard boxes before placing into the recycling bin.
- c. Scrub and clean all trash and recycling receptacles that are dirty or stained.
- d. Spot clean all door surfaces, door handles, glass topped desks and tables to remove smudges and finger prints.
- e. Clean all external and internal door partition glass to remove smudges and fingerprints.
- f. Clean light switch plates, and the wall surfaces around the light switch plates to remove fingerprints and smudges.
- g. Vacuum entrance floor matting and during inclement weather, extract water from floor mats as needed.
- h. Dust mop and damp mop (with clean water) all hard surface floors and remove all spillage and tracking.
- i. Maintain hard surface floor finish.
- j. Clean the exterior and interior of microwaves located in designated break rooms only and ensure any food residues, harden spills and spatters in the microwaves are cleaned up and removed.
- k. Refill paper towel and soap dispensers in all designated break rooms.
- l. Clean all sinks and counter tops.
- m. Clean all drinking fountains with sanitizing solution.
- n. Empty all cigarette urns located at building exterior entrances/sitting areas and replace sand as necessary. NDOT shall be responsible for providing the sand.
- o. Maintain janitorial supply room in a clean, neat, and orderly fashion.

2. Restroom Core Duties:

- a. Clean rest rooms, including all fixtures, soap and paper towel dispensers, stools and stall partitions, mirrors, urinals, sinks and wall areas around the sinks and urinals with appropriate cleaners (germicidal cleaner, window cleaner, etc.). Apply disinfectant in stools and urinals.
- b. Clean the urinals and the inside/outside and rim of the toilet bowl(s) with a toilet brush and disinfectant.
- c. Sweep and damp mop rest room floors with appropriate cleaner.
- d. Scrub the floor around the toilets and urinals with appropriate cleaner.
- e. Refill the toilet paper holders.
- f. Refill paper towel and hand soap dispensers.
- g. Refill feminine products dispenser.
- h. As needed replace cloth towels in cloth roll towel dispensers (where present).

3. Weekly Core Duties:

- a. Excluding desktops; when accessible, dust tabletops, file cabinets, bookcases, chairs, coat racks, door frames, window sills, counter tops, counter ledges and all cubicle areas including partition tops and cubical shelving.
- b. Spot clean all interior window glass.

4. Bi-Weekly Night-Time Core Duties:

- a. Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain glossy finish.

5. Monthly Core Duties:

- a. Dust/clean wainscot in circulation areas where present.
- b. Clean or wet wipe all air conditioning vents and return grilles, and clean adjacent ceiling tile with appropriate ceiling tile cleaner.
- c. Dust light grills.

6. Quarterly Core Duties:

- a. Power wash deck and pit in the inspection bay (Refer to section V.H. Equipment and Supplies).

7. Annual Core Duties:

- a. Strip and Re-apply new finish to hard surface floors (See Section V.L.3 for scheduling details).
- b. Clean all interior and exterior glass including transoms.

BUILDING NO. 15801 WESTBOUND I80 SCALE OFFICE

Mile Marker No. 415

1. **Daytime** janitorial services are required Monday, Wednesday, and Friday, excluding State Holidays between **8:00 A.M. and 5:00 P.M.** or as designated by the Lieutenant or designee of the Carrier Enforcement. The work schedule may not be altered unless approved by the Lieutenant or designee.
2. NSP staff may or may not be present in the building during the workday. In the event, NSP staff is not present in the building, the Contractor and janitorial staff shall be responsible for ensuring all doors used for entering and exiting the building during the performance of day-time janitorial services are closed and secured upon leaving the premises.
3. Contractor's employees shall be required to abide with NDOT and NSP conduct and building regulations and conduct themselves in a professional manner. **Under no circumstances, shall janitorial staff interfere with or disrupt the Nebraska State of Patrol activities including security/enforcement incidents or arrests. Janitorial staff must refrain from interacting and/or conversing with NSP staff during the above-mentioned activities and continue with their regular duties in another area or as directed by NSP staff.**
4. Dumpster is located behind the building.

WORK SCHEDULE

1. Thrice Weekly Core duties:

- a. Empty all waste receptacles including the waste receptacles in the rest rooms and damp wipe waste receptacles and change liners as needed. Remove trash from building to dumpster.
- b. Remove contents from the recycling receptacles to the recycling bin. Flatten all cardboard boxes before placing into the recycling bin.
- c. Scrub and clean all trash and recycling receptacles that are dirty or stained.
- d. Spot clean all door surfaces, door handles, glass topped desks and tables to remove smudges and finger prints.
- e. Clean all external and internal door partition glass to remove smudges and fingerprints.
- f. Clean light switch plates, and the wall surfaces around the light switch plates to remove fingerprints and smudges.
- g. Vacuum entrance floor matting and during inclement weather, extract water from floor mats as needed.
- h. Dust mop and damp mop (with clean water) all hard surface floors and remove all spillage and tracking.
- i. Maintain hard surface floor finish.
- j. Clean the exterior and interior of microwaves located in designated break rooms only and ensure any food residues, harden spills and spatters in the microwaves are cleaned up and removed.
- k. Refill paper towel and soap dispensers in all designated break rooms.
- l. Clean all sinks and counter tops.
- m. Clean all drinking fountains with sanitizing solution.
- n. Empty all cigarette urns located at building exterior entrances/sitting areas and replace sand as necessary. NDOT shall be responsible for providing the sand.
- o. Maintain janitorial supply room in a clean, neat, and orderly fashion.

2. Restroom Core Duties:

- a. Clean rest rooms, including all fixtures, soap and paper towel dispensers, stools and stall partitions, mirrors, urinals, sinks and wall areas around the sinks and urinals with appropriate cleaners (germicidal cleaner, window cleaner, etc.). Apply disinfectant in stools and urinals.
- b. Clean the urinals and the inside/outside and rim of the toilet bowl(s) with a toilet brush and disinfectant.
- c. Sweep and damp mop rest room floors with appropriate cleaner.
- d. Scrub the floor around the toilets and urinals with appropriate cleaner.
- e. Refill the toilet paper holders.
- f. Refill paper towel and hand soap dispensers.

- g. Refill feminine products dispenser.
- h. As needed replace cloth towels in cloth roll towel dispensers (where present).

3. Weekly Core Duties:

- a. Excluding desktops; when accessible, dust tabletops, file cabinets, bookcases, chairs, coat racks, door frames, windowsills, counter tops, counter ledges and all cubicle areas including partition tops and cubical shelving.
- b. Spot clean all interior window glass.

4. Bi-Weekly Night-Time Core Duties:

- a. Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain glossy finish.

5. Monthly Core Duties:

- a. Dust/clean wainscot in circulation areas where present.
- b. Clean or wet wipe all air conditioning vents and return grilles, and clean adjacent ceiling tile with appropriate ceiling tile cleaner.
- c. Dust light grills.

6. Quarterly Core Duties:

- a. Power wash deck and pit in the inspection bay (Refer to Section V.H. Equipment and Supplies).

7. Annual Core Duties:

- a. Strip and Re-apply new finish to hard surface floors (See Section V.L.3 for scheduling details).
- b. Clean all interior and exterior glass including transoms.

BUILDING NO. 15601 WAVERLY SCALE OFFICE

HWY 6, Mile Marker No. 327

1. **Daytime** janitorial services are required Weekly, excluding State Holidays between **8:00 A.M. and 5:00 P.M.** or as designated by the Lieutenant or designee of the Carrier Enforcement. The work schedule may not be altered unless approved by the Lieutenant or designee.
2. NSP staff may or may not be present in the building during the workday. In the event, NSP staff is not present in the building, the Contractor and janitorial staff shall be responsible for ensuring all doors used for entering and exiting the building during the performance of day-time janitorial services are closed and secured upon leaving the premises.
3. Contractor's employees shall be required to abide with NDOT and NSP conduct and building regulations and conduct themselves in a professional manner. **Under no circumstances, shall janitorial staff interfere with or disrupt the Nebraska State of Patrol activities including security/enforcement incidents or arrests. Janitorial staff must refrain from interacting and/or conversing with NSP staff during the above-mentioned activities and continue with their regular duties in another area or as directed by NSP staff.**
4. Dumpster is located on the east side of the building.

WORK SCHEDULE

1. Weekly Core Duties:

- a. Empty all waste receptacles including the waste receptacles in the rest rooms and damp wipe waste receptacles and change liners as needed. Remove trash from building to dumpster.
- b. Remove contents from the recycling receptacles to the recycling bin. Flatten all cardboard boxes before placing into the recycling bin.
- b. Scrub and clean all trash and recycling receptacles that are dirty or stained.
- c. Spot clean all door surfaces, door handles, glass topped desks and tables to remove smudges and finger prints.
- d. Clean all external and internal door partition glass to remove smudges and fingerprints.
- e. Clean light switch plates, and the wall surfaces around the light switch plates to remove fingerprints and smudges.
- f. Vacuum entrance floor matting and during inclement weather, extract water from floor mats as needed.
- g. Dust mop and damp mop (with clean water) all hard surface floors and remove all spillage and tracking.
- h. Maintain hard surface floor finish.
- i. Clean the exterior and interior of microwaves located in designated break rooms only and ensure any food residues, harden spills and spatters in the microwaves are cleaned up and removed.
- j. Refill paper towel and soap dispensers in all designated break rooms.
- k. Clean all sinks and counter tops.
- l. Clean all drinking fountains with sanitizing solution.
- m. Empty all cigarette urns located at building exterior entrances/sitting areas and replace sand as necessary. NDOT shall be responsible for providing the sand.
- n. Maintain janitorial supply room in a clean, neat, and orderly fashion.
- o. Excluding desktops; when accessible, dust tabletops, file cabinets, bookcases, chairs, coat racks, door frames, window sills, counter tops, counter ledges and all cubicle areas including partition tops and cubical shelving.
- p. Spot clean all interior window glass.

2. Restroom Core Duties:

- a. Clean rest rooms, including all fixtures, soap and paper towel dispensers, stools and stall partitions, mirrors, urinals, sinks and wall areas around the sinks and urinals with appropriate cleaners (germicidal cleaner, window cleaner, etc.). Apply disinfectant in stools and urinals.

- b. Clean the urinals and the inside/outside and rim of the toilet bowl(s) with a toilet brush and disinfectant.
 - c. Sweep and damp mop rest room floors with appropriate cleaner.
 - d. Scrub the floor around the toilets and urinals with appropriate cleaner.
 - e. Refill the toilet paper holders.
 - f. Refill paper towel and hand soap dispensers.
 - g. Refill feminine products dispenser.
 - h. As needed replace cloth towels in cloth roll towel dispensers (where present).

3. Bi-Weekly Night-Time Core Duties:

- a. Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain glossy finish.

4. Monthly Core Duties:

- a. Dust/clean wainscot in circulation areas where present.
- b. Clean or wet wipe all air conditioning vents and return grilles, and clean adjacent ceiling tile with appropriate ceiling tile cleaner.
- c. Dust light grills.

5. Quarterly Core Duties:

- a. Power wash deck and pit in the inspection bay (Refer to section V.H. Equipment and Supplies).

6. Annual Core Duties:

- a. Strip and Re-apply new finish to hard surface floors (See Section V.L.3 for scheduling details).
- b. Clean all interior and exterior glass including transoms.

P. DELIVERABLES

Janitorial services as specified under this RFP and section V.O. Site Specific Information/Requirements and Work Schedule and as identified on Attachment B Cost Proposal Bid Sheet. The Contractor(s) shall provide all personnel, transportation, equipment, cleaning supplies, and consumable products to provide janitorial services as specified in this RFP.

Q. COST PROPOSAL REQUIREMENTS

This section describes the requirements to be addressed by bidders in preparing the State's Cost Sheet. The bidder must use the State's Cost Sheet. The bidder should submit the State's Cost Sheet in accordance with Section I Submission of Proposal.

**THE STATE'S COST SHEET AND ANY OTHER COST DOCUMENT SUBMITTED WITH THE PROPOSAL SHALL NOT BE
CONSIDERED CONFIDENTIAL OR PROPRIETARY AND IS CONSIDERED A PUBLIC RECORD IN THE STATE OF
NEBRASKA AND WILL BE POSTED TO A PUBLIC WEBSITE.**

R. COST SHEET

This summary shall present the total fixed price to perform all of the requirements of the RFP. The bidder must include details in the State's Cost Sheet supporting any and all costs.

The State reserves the right to review all aspects of cost for reasonableness and to request clarification of any proposal where the cost component shows significant and unsupported deviation from industry standards or in areas where detailed pricing is required.

S. PRICES

Prices quoted shall be net, including transportation and delivery charges fully prepaid by the bidder, F.O.B. destination named in the RFP. No additional charges will be allowed for packing, packages, or partial delivery costs. When an arithmetic error has been made in the extended total, the unit price will govern.

Form A
Bidder Proposal Point of Contact
Request for Proposal Number R306-23

Form A should be completed and submitted with each response to this Request for Proposal. This is intended to provide the State with information on the bidder's name and address, and the specific person(s) who are responsible for preparation of the bidder's response.

Preparation of Response Contact Information	
Bidder Name:	
Bidder Address:	
Contact Person & Title:	
E-mail Address:	
Telephone Number (Office):	
Telephone Number (Cellular):	
Fax Number:	

Each bidder should also designate a specific contact person who will be responsible for responding to the State if any clarifications of the bidder's response should become necessary. This will also be the person who the State contacts to set up a presentation/demonstration, if required.

Communication with the State Contact Information	
Bidder Name:	
Bidder Address:	
Contact Person & Title:	
E-mail Address:	
Telephone Number (Office):	
Telephone Number (Cellular):	
Fax Number:	

Form B
Notification of Intent to Attend Pre-Proposal Conference
Request for Proposal Number R306-23

Bidder Name:	
Bidder Address:	
Contact Person:	
E-mail Address:	
Telephone Number:	
Fax Number:	
Number of Attendees:	

The "Notification of Intent to Attend Pre-Proposal Conference" form should be uploaded using the ShareFile link provided in the RFP Schedule of Events, Section I.C.

Form C
Notification of Intent to Submit Proposal
Request for Proposal Number R306-23

Bidder Name:	
Bidder Address:	
Contact Person:	
E-mail Address:	
Telephone Number:	
Fax Number:	

The "Notification of Intent to Attend Pre-Proposal Conference" form should be uploaded using the ShareFile link provided in the RFP Schedule of Events, Section I.C.

REQUEST FOR PROPOSAL FOR CONTRACTUAL SERVICES FORM

BIDDER MUST COMPLETE THE FOLLOWING

By signing this Request for Proposal for Contractual Services form, the bidder guarantees compliance with the procedures stated in this Request for Proposal and agrees to the terms and conditions unless otherwise indicated in writing, certifies that contractor maintains a drug free workplace, and certifies that bidder is not owned by the Chinese Communist Party.

Per Nebraska's Transparency in Government Procurement Act, Neb. Rev Stat § 73-603 DAS is required to collect statistical information regarding the number of contracts awarded to Nebraska Contractors. This information is for statistical purposes only and will not be considered for contract award purposes.

_____ NEBRASKA CONTRACTOR AFFIDAVIT: Bidder hereby attests that bidder is a Nebraska Contractor. "Nebraska Contractor" shall mean any bidder who has maintained a bona fide place of business and at least one employee within this state for at least the six (6) months immediately preceding the posting date of this Solicitation.

_____ I hereby certify that I am a Resident disabled veteran or business located in a designated enterprise zone in accordance with Neb. Rev. Stat. § 73-107 and wish to have preference, if applicable, considered in the award of this contract.

_____ I hereby certify that I am a blind person licensed by the Commission for the Blind & Visually Impaired in accordance with Neb. Rev. Stat. § 71-8611 and wish to have preference considered in the award of this contract.

FORM MUST BE SIGNED MANUALLY IN INK OR BY DOCUSIGN

BIDDER:	
COMPLETE ADDRESS:	
TELEPHONE NUMBER:	
FAX NUMBER:	
DATE:	
SIGNATURE:	
TYPED NAME & TITLE OF SIGNER:	

EXHIBIT 1

Access Card Authorization Form

for Facilities Janitorial Contract Employees Only

Agency: Nebraska Department of Transportation (27)

Instructions: Fill out form, select the building, select other secure area(s), if needed, add any special requests, select access time, and have it signed by your Division Head.

Email this form, along with the picture, to: NDOT_HumanResourcesBenefits-Payroll@ndot.nebraska.gov.

PLEASE PRINT

Full Name: _____ Service Master I.D. _____
 Office Address: _____ Office Phone No. _____

1400 1500 1600 5001 S 14th Gate for 5001 S. 14th St. 3431 Aviation Rd., Ste 150

Secure Area: Check box for each secure area needed, along with time slot for that area.

— Division Head Signature —

<input type="checkbox"/> 3 rd Floor – BTSD	<input type="checkbox"/> 24/7	<input type="checkbox"/> 6:00-6:00	<i>(Business Technology Support Division)</i>
<input type="checkbox"/> Computer Room – BTSD	<input type="checkbox"/> 24/7	<input type="checkbox"/> 6:00-6:00	<i>(Business Technology Support Division)</i>
<input type="checkbox"/> Construction	<input type="checkbox"/> 24/7	<input type="checkbox"/> 6:00-6:00	<i>(Construction Division)</i>
<input type="checkbox"/> Director's Office Conf. Room	<input type="checkbox"/> 24/7	<input type="checkbox"/> 6:00-6:00	<i>(Director's Office)</i>
<input type="checkbox"/> Highway Safety	<input type="checkbox"/> 24/7	<input type="checkbox"/> 6:00-6:00	<i>(Traffic Engineering Division)</i>
<input type="checkbox"/> Intermodal Planning	<input type="checkbox"/> 24/7	<input type="checkbox"/> 6:00-6:00	<i>(Intermodal Planning Division)</i>
<input type="checkbox"/> State Operations Center	<input type="checkbox"/> 24/7	<input type="checkbox"/> 6:00-6:00	<i>(Operations Division)</i>
<input type="checkbox"/> Aeronautics, Harry J. Amen Bldg., (3431 Aviation Rd.)	<input type="checkbox"/> 24/7	<input type="checkbox"/> 6:00-6:00	<i>(Aeronautics Division)</i>

For access other than NDOT, call Human Resources at (402) 479-4574.

Division Head Approval: _____

— CAPITOL SECURITY AREA ONLY —

Send badge to: Department of Transportation, Attn: Human Resources, 1500 Building

Data Entered By: _____ <i>(Initial)</i>	Card #: _____	Date: _____
--	---------------	-------------

EXHIBIT 2

Request for Use of Auditorium

Today's Date: Time:

Requested By:

Use of **Auditorium** is requested for meeting of

..... on the date of

during the hours of to

Auditorium set-up layout shall conform to type (see back of sheet).

Check special equipment required.

- Microphone/Lectern
- Blackboard

Auditorium

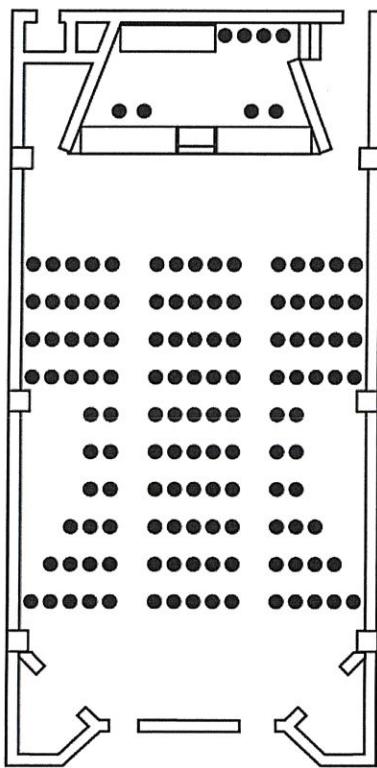
Available Furniture

125 Chairs
15 Folding Tables
1 Lectern

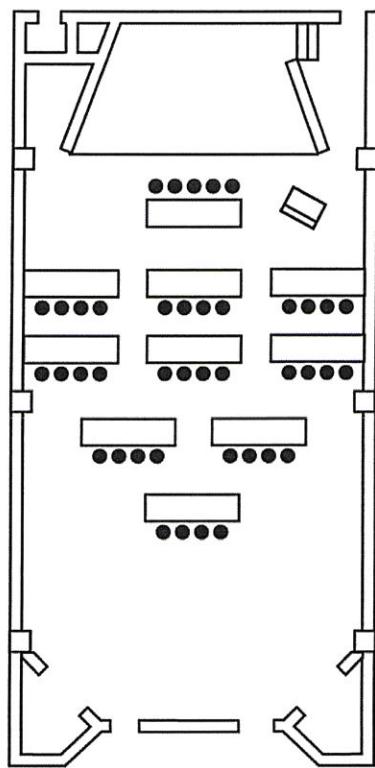
Comments:

Number of People Expected: **30**

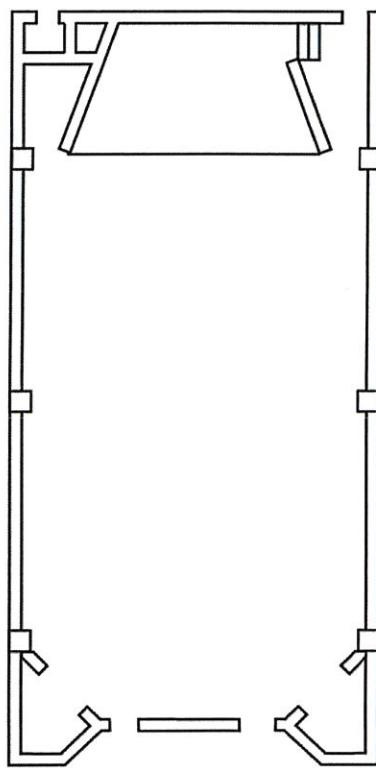
Typical Auditorium Layouts



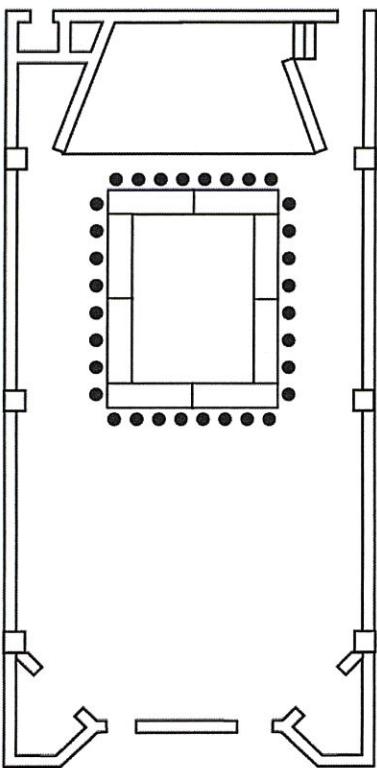
Type A



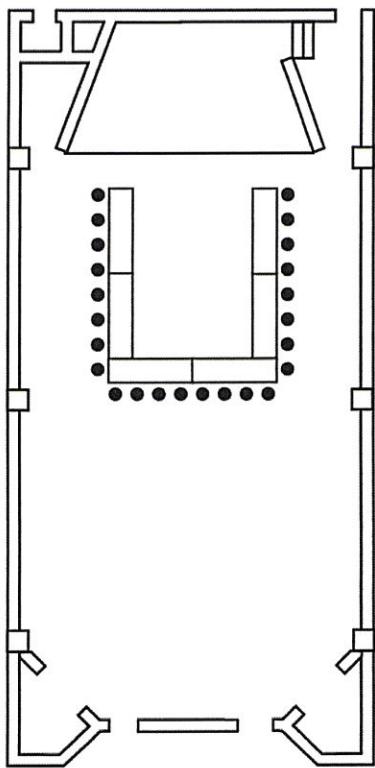
Type B



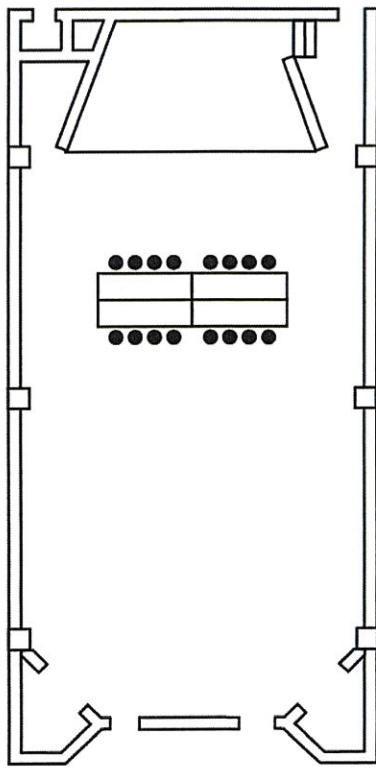
Type C



Type D



Type E



Type F

ATTACHMENT A

BUILDING STATISTICS

CENTRAL COMPLEX

1) 1500 Nebraska Parkway

Building No. 00201 - Central Office Building

Primary Function - Administrative -Engineering Offices

Number of People - Approximately 525

Number of Rest Rooms - 12 containing approximately 91 cleanable fixtures

Congestion - Average to heavy

Stairwells - 3

Passenger Elevators - 2

Freight Elevators - 1

Cleanable Square Footage (4 Floors):

Approximately 20,000 Sq. Ft. Terrazzo

Approximately 7,000 Sq. Ft. Tile

Approximately 67, 806 Sq. Ft. Carpet

2) 1600 Nebraska Parkway

Building No. 00202 – Nebraska Department of Transportation

Primary Function - Administrative -Engineering Offices

Number of People - approximately 139

Number of Rest Rooms - 5 containing approximately 43 cleanable fixtures

Congestion - Average

Stairwells - 3

Passenger/Freight Elevator - 1

Cleanable Square Footage (3 Floors):

Approximately 2,500 Sq. Ft. Terrazzo

Approximately 5,300 Sq. Ft. Tile

Approximately 2,600 sq. Ft. Concrete

Approximately 14,400 Sq. Ft. Carpet

3) 1400 Nebraska Parkway

Building No. 00203 - Materials and Research Building

Primary Function - Highway testing programs and administrative offices

Number of People - approximately 120

Number of Rest Rooms - 6 containing approximately 31 cleanable fixtures

Congestion - average - labs produce large amounts of dust

Stairwells - 3

Passenger/Freight Elevator - 1

Cleanable Square Footage (3 Floors):

Office/Basement - 7,664 Sq. Ft. Tile

Concrete/Lab 1,781 Sq. Ft. Tile

Office/1st Floor - 2,423 Sq. Ft. Tile, 10,793 S.F. Carpet

Office/2nd Floor - 906 Sq. Ft. Tile, 7,294 S.F. Carpet

Annex/Labs - 1,978 Sq. Ft. Tile, 14,666 S.F. Concrete/Lab

ATTACHMENT A

BUILDING STATISTICS

OPERATIONS COMPLEX

4) 5001 South 14th Street

Building No. 00101 - Operations

Primary Function - Supply Warehouse - Office and Mechanic Shop, Training Facilities

Number of People - approximately 50-150

Number of Rest Rooms - 7 containing approximately 35 cleanable fixtures

Congestion – Average - Heavy-shop produces a fair amount of dust/dirt

Stairwells - 2

Freight Elevator - 1

Cleanable Square Footage (2 Floors):

Approximately 11,352 Sq. Ft. Shop Floor

Approximately 11,056 Sq. Ft. other hard surfaces

Approximately 983 Sq. Ft. Carpet

5) 5001 South 14th Street

Building No. 00102 - Vehicle Service Building

Primary Function - Vehicle Oil Change and Grease

Number of People - 2

Number of Rest Rooms - 1 containing 3 cleanable fixtures

Congestion - High in fuel records area, used 24 hours/day

Stairwells - None

Cleanable Square Footage:

Approximately 1,870 S.F. Shop

Approximately 171 S.F. Tile

6) 5001 South 14th Street

Building No. 00103 - Electronic -Traffic Counter Shop

Primary Functions - Electronic Repairs and Data Collection Offices

Number of People - 14

Number of Rest Rooms - 2 containing 4 cleanable fixtures

Congestion - Low

Stairwells - None

Cleanable Square Footage:

Approximately 1,944 S.F. Shop

Approximately 2,127 S.F. Tile

7) 5001 South 14th Street

Building No. 00110 - Groundskeeper Shop

Primary Function - Grounds Upkeep

Number of People - 2 full-time plus 5 part-time summer help

Number of Rest Rooms - 2 containing 6 cleanable fixtures

Congestion - Low

Stairwells - 2

Cleanable Square Footage:

Approximately 4,678 S.F. Shop

Approximately 323 S.F. Tile

ATTACHMENT A

BUILDING STATISTICS

8) 5001 South 14th Street

Building No. 00111 - Bridge Inspection Building

Primary Function - Bridge Inspection and Soil Boring

Number of People - 8

Number of Rest Rooms - 2 containing 4 cleanable fixtures

Congestion - Very Low

Stairwells - None

Cleanable Square Footage includes the following:

Approximately 3,382 S.F. Shop

Approximately 983 S.F. Tile

9) 5001 South 14th Street

Building No. 00113 - Engineering Field Office

Primary Function - Preliminary Surveys

Number of People - 16

Number of Rest Rooms - 2 containing 7 cleanable fixtures

Congestion - Low

Stairwells - None

Cleanable Square Footage:

Approximately 310 S.F. Tile

Approximately 3800 S.F. Carpet

DISTRICT ONE

10) 302 Superior Street

Building No. 10101 - District One Shop and Office Building

Primary Function - Administrative -Maintenance and Construction Activities

Number of People - 80

Number of Rest Rooms - 10

Congestion - Heavy

Stairwells - 5

Cleanable Square Footage:

Approximately 3,974 Sq. Ft. Carpet

Approximately 15,460 Sq. Ft. other hard surfaces

11) 5300 Salt Valley View

Building No. 10201 - Salt Valley Maintenance Shop and Office

Primary Function - Highway Maintenance

Number of People - 18

Number of Rest Rooms - 2

Congestion - Moderate

Stairwells - None

Cleanable Square Footage:

Approximately 1,200 Sq. Ft. Tile.

ATTACHMENT A

BUILDING STATISTICS

SCALE OFFICES

12) Eastbound I-80 Scale office

Building 15701

Primary Function – Scale office

Number of People – 4-10

Number of Rest Rooms – 2

Congestion – Moderate

Stairwells – None

Cleanable Square Footage:

Approximately 1407 Sq. Ft. Vinyl Tile

13) Westbound I-80 Scale office

Building 15801

Primary Function – Scale Office

Number of People – 4-10

Number of Rest Rooms – 2

Stairwells – None

Cleanable Square footage:

Approximately 1640 Sq. Ft. Vinyl Tile

14) Waverly Scale office

Building 15601

Primary Function - Scale office

Number of people 2-4

Number of rest rooms – 2

Cleanable Square footage:

Approximately 1000 Sq. Ft. Vinyl Tile

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

FIRM: _____

Refer to Attachment A for building statistics, including cleanable square footage. Proposal pricing shall consist of the following:

- a. Bid price shall be a **monthly base cost** per NDOT facility for janitorial services as specified in RFP #R306-23 for: **core duties and site specific duties completed daily, nightly, weekly and monthly**.
- b. Bid price shall be a unit cost per occurrence for additional core or site specific duties completed on a **bi-weekly, quarterly, semi-annually and annually** basis.
- c. Optional bid line items as listed below and as specified in RFP #R306-23. **Optional bid prices will not be evaluated.**

Line Item	Building # and Name	Monthly Base Cost	x 12 mo. =	One (1) Year Annual Cost
1	#00201-Central Office Building: Nightly, Daily, Weekly, and Monthly Core Duties	\$		\$
2	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish		x 26 bi-weekly =	
3	Quarterly Nightly Core Duties:	Cost Per Occurrence	x 3 times a year =	\$
a.	Clean all marble and tile wall surfaces with appropriate cleaner	\$		
4	Semi-Annual Nightly Core Duties:	Cost Per Occurrence	x 2 times a year =	\$
a	Hot water extraction clean all carpeted areas including all entrance mats	\$		
5	Annual Nightly Core Duties:	Cost Per Occurrence	x 1 time a year =	\$
a	Strip and Re-apply new finish to hard surface floors	\$		
b	Clean all interior and exterior glass including transoms	\$	x 1 time a year =	\$
c	Clean both sides of the interior magnetic storm windows with a non-abrasive window cleaner	\$	x 1 time a year =	\$
6	Optional Bid	UOM	Unit Cost	
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$	

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$	
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$	
Line Item	Building # and Name	Monthly Base Cost		One Year (1) Annual Cost
7	#00202-Nebraska Department of Transportation Building: Daily, Nightly, Weekly, and Monthly Core Duties	\$	x 12 mo. =	\$
8	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish		x 26 bi-weekly =	
9	Quarterly Nightly Core Duties:	Cost Per Occurrence		
a	Clean all tile wall surfaces with appropriate cleaner	\$	x 3 times a year =	\$
10	Semi-Annual Nightly Core Duties:	Cost Per Occurrence		
a	Hot water extraction clean all carpeted areas including all area mats	\$	x 2 times a year =	\$
11	Annual Nightly Core Duties:	Cost Per Occurrence	x 1 time a year =	
a	Strip and Re-apply new finish to hard surface floors	\$		\$
b	Clean all interior and exterior glass including transoms. Clean blinds in between the glazing panels of windows and remove the interior glazing panels and cleaned on both sides. Clean interior screens	\$	x 1 time a year =	\$
12	Optional Bid	UOM		Unit Cost
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$	
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$	

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$
Line Item	Building # and Name	Monthly Base Cost	One (1) Year Annual Cost
13	#00203-Materials and Research (M&R) Building: Nightly, Weekly, and Monthly Duties	\$	x 12 mo. = \$
14	Bi-Weekly Night time Core Duties:	Cost Per Occurrence	
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish		x 26 bi-weekly =
15	Quarterly Nightly Core Duties:	Cost Per Occurrence	x 3 times a year = Year One (1) Annual Cost
a	Clean all tile wall surfaces with appropriate cleaner	\$	\$
16	Semi-Annual Nightly Core Duties:	Cost Per Occurrence	x 2 times a year = Year One (1) Annual Cost
a	Hot water extraction clean all carpeted areas including all area mats	\$	\$
17	Annual Nightly Core Duties:	Cost Per Occurrence	x 1 time a year = Year One (1) Annual Cost
a	Strip and Re-apply new finish to hard surface floors	\$	\$
b	Clean all interior and exterior glass including transoms. Clean blinds in between the glazing panels of windows and remove the interior glazing panels and cleaned on both sides. Clean interior screens	\$	x 1 time a year = \$
18	Optional Bid	UOM	Unit Cost
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$	
Line Item	Building # and Name	Monthly Base Cost	x 12 mo. =	Year One (1) Annual Cost
19	#00101-Operations: Nightly, Weekly, and Monthly Duties	\$		\$
20	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish		x 26 bi-weekly =	
21	Quarterly Nightly Core Duties:	Cost Per Occurrence	x 3 times a year =	
a	Clean all tile wall surfaces with appropriate cleaner	\$		\$
22	Semi-Annual Nightly Core Duties:	Cost Per Occurrence	x 2 times a year =	
a	Hot water extraction clean all carpeted areas including all area mats	\$		\$
23	Annual Nightly Core Duties:	Cost Per Occurrence	x 1 time a year =	
a	Strip and Re-apply new finish to hard surface floors	\$		\$
b	Clean all interior and exterior glass including transoms	\$	x 1 time a year =	\$
c	Wash all high bay shop light fixture lens in the Fleet Shop	\$	x 1 time a year =	\$
24	Optional Bid	UOM	Unit Cost	
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$	
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$	
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$	
Line Item	Building # and Name	Monthly Base Cost		Year One (1) Annual Cost

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

25	#00102-Weld Shop Building: Nightly, Weekly, and Monthly Duties	\$	x 12 mo. =	\$
26	Semi-Annual Core Duties:	Cost Per Occurrence		
a	Hot Water Extraction clean all carpeted areas including all area mats	\$	x 2 times a year =	\$
27	Annual Core Duties:	Cost Per Occurrence	x1 time a year =	\$
a	Clean all interior and exterior glass including transoms	\$		\$
28	Optional Bid	UOM		Unit Cost
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$	
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$	
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$	
Line Item	Building # and Name	Monthly Base Cost		Year One (1) Annual Cost
29	#00103-Electronic-Traffic Counter Shop: Nightly, Weekly, and Monthly Duties	\$	x 12 mo. =	\$
30	Semi-Annual Core Duties:	Cost Per Occurrence		
a	Hot water extraction clean all carpeted areas including all area mats	\$	x 2 times a year =	\$
31	Annual Core Duties:	Cost Per Occurrence	x 1 time a year =	\$
a	Clean all interior and exterior glass including transoms	\$		\$
32	Optional Bid	UOM		Unit Cost
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$	
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$	

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$	
Line Item	Building # and Name	Monthly Base Cost	x 12 mo. =	Year One (1) Annual Cost
33	#00110-Groundskeeper Shop: Nightly, Weekly, and Monthly Duties	\$		\$
34	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish		x 26 bi-weekly =	
35	Semi-Annual Core Duties:	Cost Per Occurrence	x 2 times a year =	
a	Hot water extraction clean all carpeted areas including all area mats	\$		\$
36	Annual Core Duties:	Cost Per Occurrence	x 1 time a year =	
a	Clean all interior and exterior glass including transoms	\$		\$
37	Optional Bid	UOM	Unit Cost	
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$	
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$	
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$	
Line Item	Building # and Name	Monthly Base Cost	x 12 mo. =	Year One (1) Annual Cost
38	#00111-Bridge Inspection Building: Nightly, Weekly, and Monthly Duties	\$		\$
39	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish		x 26 bi-weekly =	
40	Semi-Annual Core Duties:	Cost Per Occurrence		

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

a	Hot water extraction clean all carpeted areas including all area mats	\$	x 2 times a year =	\$
41	Annual Core Duties:	Cost Per Occurrence	x 1 time a year	
a	Clean all interior and exterior glass including transoms	\$	=	\$
42	Optional Bid		UOM	Unit Cost
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$	
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$	
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$	
Line Item	Building # and Name	Monthly Base Cost		Year One (1) Annual Cost
43	#00113-Engineering Field Office : Nightly, Weekly, and Monthly Duties	\$	x 12 mo. =	\$
44	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish		x 26 bi-weekly =	
45	Semi-Annual Core Duties:	Cost Per Occurrence		
a	Hot water extraction clean all carpeted areas including all area mats	\$	x 2 times a year =	\$
46	Annual Core Duties:	Cost Per Occurrence	x 1 time a year	
a	Strip and Re-apply new finish to hard surface floors	\$	=	\$
b	Clean all interior and exterior glass including transoms	\$	x 1 time a year =	\$
47	Optional Bid		UOM	Unit Cost
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$	
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$	

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$	
Line Item	Building # and Name	Monthly Base Cost	x 12 mo. =	Year One (1) Annual Cost
48	#10101-District One Shop and Office Building: Nightly, Weekly, and Monthly Duties	\$	\$	
49	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish		x 26 bi-weekly =	
50	Semi-Annual Core Duties:	Cost Per Occurrence	x 2 times a year =	
a	Hot water extraction clean all carpeted areas including all area mats	\$	\$	
b	Clean all transoms, interior, and exterior windows including the windows in the shop area	\$	x 2 times a year =	\$
51	Annual Core Duties:	Cost Per Occurrence	x 1 time a year =	
a	Strip and Re-apply new finish to hard surface floors including the hard surface floors in the main building and offices in the shop	\$	\$	
52	Optional Bid	UOM	Unit Cost	
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$	
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$	
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$	
53	Building # and Name	Monthly Base Cost	x 12 mo. =	Year One (1) Annual Cost
	#10201-Salt Valley Maintenance Shop and Office Building: Nightly, Weekly, and Monthly Duties	\$	\$	
54	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish		x 26 bi-weekly =	
55	Semi-Annual Core Duties:	Cost Per Occurrence	x 2 times a year =	
a	Clean all transoms, interior, and exterior windows including the windows in the shop area	\$	\$	
b	Hot water extraction clean all carpeted areas including all area mats	\$	x 2 times a year = \$	
56	Annual Core Duties:	Cost Per Occurrence	x 1 time a year =	
a	Strip and Re-apply new finish to hard surface floors including the hard surface floors in the offices in the shop	\$	\$	
	57 Optional Bid	UOM		Unit Cost
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$	
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$	
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$	
Line Item	Building # and Name	Monthly Base Cost		Year One (1) Annual Cost
58	#15701-Eastbound I-80 Scale Office: Thrice-Weekly, Weekly, and Monthly Duties	\$	x 12 mo. =	\$
59	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish		x 26 bi-weekly =	
60	Quarterly Core Duties:	Cost Per Occurrence	x 3 times a year =	
a	Power wash deck and pit in the inspection bay	\$	\$	
61	Annual Core Duties:	Cost Per Occurrence	x 1 time a year =	
a	Strip and Re-apply new finish to hard surface floors	\$	\$	

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

b	Clean all interior and exterior glass including transoms	\$	x 1 time a year =	\$
62 Optional Bid				
		UOM		Unit Cost
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:		\$
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:		\$
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:		\$
63				
Line Item	Building # and Name	Monthly Base Cost		Year One (1) Annual Cost
	#15801-Westbound I-80 Scale Office: Thrice-Weekly, Weekly, and Monthly Duties	\$	x 12 mo. =	\$
64	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish		x 26 bi-weekly =	
65	Quarterly Core Duties:	Cost Per Occurrence		
a	Power wash deck and pit in the inspection bay	\$	x 3 times a year =	\$
66	Annual Core Duties:	Cost Per Occurrence	x 1 time a year	
a	Strip and Re-apply new finish to hard surface floors	\$	=	\$
b	Clean all interior and exterior glass including transoms	\$	x 1 time a year =	\$
67 Optional Bid				
		UOM		Unit Cost
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:		\$
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:		\$
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:		\$

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

Line Item	Building # and Name	Monthly Base Cost	x 12 mo. =	Year One (1) Annual Cost
68	#15601-Waverly Scale Office: Weekly, and Monthly Duties	\$		\$
69	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish		x 26 bi-weekly =	
70	Quarterly Core Duties:	Cost Per Occurrence	x 3 times a year =	\$
a	Power wash deck and pit in the inspection bay	\$		
71	Annual Core Duties:	Cost Per Occurrence	x 1 time a year =	\$
a	Strip and Re-apply new finish to hard surface floors	\$		
b	Clean all interior and exterior glass including transoms	\$	x 1 time a year =	\$
72	Optional Bid	UOM	Unit Cost	
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$	
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$	
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$	
		TOTAL ANNUAL COST, NOT INCLUDING OPTIONAL BID PRICING:	\$	

ATTACHMENT ONE
Contract Termination Experienced During the Past Seven Years
Request for Proposal Number R306-23

If the bidder or any proposed subcontractor has had a contract including but not limited to a government contract terminated for default during the past seven (7) years, all such instances must be described as required on Attachment One. Termination for default is defined as a notice to stop performance delivery due to the bidder's non-performance or poor performance, and the issue was either not litigated due to inaction on the part of the bidder or litigated and such litigation determined the bidder to be in default. If no such termination has been experienced by the bidder in the past seven (7) years, so declare.

Date	Party's Name	Address	Telephone	Bidder's Position

No Termination Experienced During the Past Seven Years _____(check if applicable)

Bidder Name: _____

It is mandatory that the bidder submit full details of all early termination experienced during the past seven (7) years, including the other party's name, address and telephone number. The response to this section must present the bidder's position on the matter. The State will evaluate the facts accordingly. If no such termination has been experienced by the bidder in the past seven (7) years, so declare.

Date	Party's Name	Address	Telephone	Bidder's Position

No Termination Experienced During the Past Seven Years _____(check if applicable)

Bidder Name: _____

If at any time during the past seven (7) years, the bidder has had a contract including but not limited to a government contract terminated early for convenience, non-performance, non-allocation of funds, or any other reason, describe fully all circumstances surrounding such termination, including the name and address of the other contracting party. If no such termination has been experienced by the bidder in the past seven (7) years, so declare.

Date	Party's Name	Address	Telephone	Bidder's Position

No Termination Experienced During the Past Seven Years _____(check if applicable)

Bidder Name: _____

ADDENDUM ONE - QUESTIONS and ANSWERS

Date: August 23, 2023
 To: All Bidders
 From: Gayle Dietz, Procurement Contracts Officer
 Nebraska Department of Transportation (NDOT)
 RE: Addendum for Request for Proposal Number R306-23
 to be opened September 06, 2023 at 3:00 p.m. Central Time

Questions and Answers

Following are the questions submitted and answers provided for the above-mentioned Request for Proposal. The questions and answers are to be considered as part of the Request for Proposal. It is the Bidder's responsibility to check the Nebraska Department of Transportation website for all addenda or amendments.

Question Number	<u>Question</u>	<u>State Response</u>
1.	Is there a required form for the bid bond?	Yes, it is now attached with the rest of the bidding documents on the bidding website.
2.	In the RFP when it specifies "strip and re-apply finish" is NDOT saying that all floor finish must be removed or a sufficient amount of floor finish must be removed to provide for a nice/even appearance?	Hard surfaces are to be fully stripped wall to wall and refinished. Finish will be uniform throughout with glossy appearance
3.	When is form C notice of intent to submit a proposal due?	Send the form in with the Bid Package.
4.	It might be helpful to mention there are interior and exterior restrooms at the scales which would require cleaning.	Scale buildings have interior and exterior restrooms.
5	Can NDOT state exactly what information, forms are required for submittal beyond the pricing matrix?	<ol style="list-style-type: none"> 1. Attachment B Cost Proposal Bid Sheet 2. Bid Bond 3. Form A Bidder Proposal Point of Contact (page 37 of RFP) 4. Form C Notification of Intent to Submit Proposal (Page 39 of RFP) 5. Request for Proposal for Contractual Services Form (page 40 of RFP)
6	The RFP includes providing of consumable supplies as part of the contract – toilet paper, paper towels, etc... During the walk thru it was mentioned that urinal cakes/mats are not included and would be provided by NDOT. Is that correct?	Urinal cakes and mats are provided by NDOT.
7.	H. Equipment and Supplies, 1 st paragraph – Page 19 – "cloth towels for all cloth roll towel dispensers where present" Question: Do you have a count of cloth towel dispensers and/or a usage history?	Since the Remodels of the Restrooms have been completed, the cloth roll towel dispensers have been removed and replaced by standard paper towel dispensers.
8.	10. annual night-time core duties, a. strip and re-apply new finish to hard surface floors – Page 22 – Question: What types of the hard surface floors are requiring new finish to be applied annually?	Vinyl tile, terrazzo, ceramic tile and painted concrete flooring are the types of flooring that will require annual refinishing maintenance.

	Terrazzo, vinyl tile, polished concrete, ceramic tile, and/or unfinished concrete?	
9.	Can we get the bid tabs from the previous time that this project bid out? Does NDOT have a project cost estimate?	<p>NDOT does not have a project cost estimate.</p> <p>Previous Bid Tab from 2018 is attached below.</p> <p>Please note the requirements of the current contract are different than the requirements of this RFP and it is advised bidders should carefully review the deliverables and requirements of the RFP when preparing their bid.</p>

This addendum will become part of the proposal and should be acknowledged with the Request for Proposal.

ADDENDUM TWO – Current Janitorial Contract

Date: August 29, 2023

To: All Bidders

From: Gayle Dietz, Procurement Contracts Officer
Nebraska Department of Transportation (NDOT)

RE: Addendum for Request for Proposal Number R306-23
to be opened September 06, 2023 at 3:00 p.m. Central Time

Questions and Answers

The following is the current contract provided for the above-mentioned Request for Proposal. It is the Bidder's responsibility to check the Nebraska Department of Transportation website for all addenda or amendments.

This addendum will become part of the proposal and should be acknowledged with the Request for Proposal.

DELIVERABLES/CONTRACT LINE ITEMS:

Contract pricing constist of the following:

1. Monthly base cost per NDOT facility for janitorial services as specified in RFP #R06-18 for core duties and site specific duties completed daily, nightly, weekly and monthly.
2. Contract price per occurrence for additional core or site specific duties as specified in RFP #R06-18 completed on a quarterly, semi-annually and annually basis.
3. Optional line items as specified in RFP #R06-18.

BLDG: #00201 CENTRAL OFFICE BUILDING			
LINE #	DESCRIPTION	Column E x 1.05	Annual Cost
1	MONTHLY BASE COST: nightly, daily, weekly, & monthly duties	\$21,473.09	\$ 257,677.05
2	QUARTERLY DUTIES: clean all marble & tile wall sufaces (3 times a year)	\$713.79	\$ 2,855.16
3a	SEMI-ANNUAL DUTIES: clean all carpeted areas including all entrance mats.	\$6,735.80	\$ 13,471.60
4a	ANNUAL DUTIES: apply new finish to hard surface floors	\$5,401.01	\$ 5,401.01
4b	ANNUAL DUTIES: clean all interior and exterior glass including transoms	\$1,189.65	\$ 1,189.65
4c	ANNUAL DUTIES: clean both sides of the interior magnetic storm window	\$356.90	\$ 356.90
		\$35,870.23	\$ 280,951.36

Optional Line Items	
5a	Cost per square foot for the purpose of adding or deleting square footage
5b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative
5c	On-call, emergency clean-up outside of the regular schedule including holidays and week-ends, with a response within four (4) hours

BLDG: #00202 STATE PATROL/RIGHT-OF-WAY BUILDING			
LINE #	DESCRIPTION		
6	MONTHLY BASE COST: nightly, daily, weekly, & monthly duties	\$3,670.67	\$ 44,047.98
7	QUARTERLY DUTIES: clean all tile wall surfaces (3 times a year)	\$356.90	\$ 1,427.58
8a	SEMI-ANNUAL DUTIES: clean all carpeted areas including all area mats	\$1,388.32	\$ 2,776.64
9a	ANNUAL DUTIES: apply new finish to hard surface floors	\$1,475.17	\$ 1,475.17
9b	ANNUAL DUTIES: clean all interior and exterior glass including transoms. Clean blinds in between the glazing panels of windows and remove the interior glazing panels and clean on both sides. Clean interior screens.	\$713.79	\$ 713.79
			\$ 50,441.16

Optional Line Items	
10a	Cost per square foot for the purpose of adding or deleting square footage

10b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	
10c	On-call, emergency clean-up outside of the regular schedule including holidays and week-ends, with a response within four (4) hours	

BLDG: #00203 MATERIALS AND RESEARCH (M&R) BUILDING				
LINE #	DESCRIPTION			
11	MONTHLY BASE COST: nightly, daily, weekly, & monthly duties	\$3,701.00	\$	44,412.01
12a	QUARTERLY DUTIES: clean all tile wall surfaces (3 times a year)	\$118.97	\$	475.86
13a	SEMI-ANNUAL DUTIES: clean all carpeted areas including all entrance mats.	\$1,724.99	\$	3,449.99
14a	ANNUAL DUTIES: apply new finish to hard surface floors	\$4,473.08	\$	4,473.08
14b	ANNUAL DUTIES: clean all interior and exterior glass including transoms. Clean blinds in between the glazing panels of windows and remove the interior glazing panels and clean on both sides. Clean interior screens.	\$713.79	\$	713.79
			\$	53,524.73

Optional Line Items	
15a	Cost per square foot for the purpose of adding or deleting square footage
15b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative
15c	On-call, emergency clean-up outside of the regular schedule including holidays and week-ends, with a response within four (4) hours

BLDG: #00101 OPERATIONS BUILDING				
LINE #	DESCRIPTION			
16	MONTHLY BASE COST: nightly, daily, weekly, & monthly duties	\$3,648.82	\$	43,785.88
17a	QUARTERLY DUTIES: clean all tile wall surfaces (3 times a year)	\$118.97	\$	475.86
18a	SEMI-ANNUAL DUTIES: clean all carpeted areas including all entrance mats.	\$148.71	\$	297.41
19a	ANNUAL DUTIES: apply new finish to hard surface floors	\$3,925.85	\$	3,925.85
19b	ANNUAL DUTIES: clean all interior and exterior glass including transoms	\$713.79	\$	713.79
19c	ANNUAL DUTIES: Wash all high bay shop light fixture lens in the Fleet Shop	\$535.34	\$	535.34
			\$	49,734.13

Optional Line Items	
20a	Cost per square foot for the purpose of adding or deleting square footage
20b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative
20c	On-call, emergency clean-up outside of the regular schedule including holidays and week-ends, with a response within four (4) hours

BLDG: #00102 VEHICLE SERVICE BUILDING				
LINE #	DESCRIPTION			
21	MONTHLY BASE COST: nightly, daily, weekly, & monthly duties	\$303.36	\$	3,640.33

23a	ANNUAL DUTIES: clean all interior and exterior glass including transoms	\$59.48	\$ 59.48
			\$ 3,699.81

Optional Line Items	
24a	Cost per square foot for the purpose of adding or deleting square footage
24b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative
24c	On-call, emergency clean-up outside of the regular schedule including holidays and week-ends, with a response within four (4) hours

BLDG: #00103 ELECTRONIC-TRAFFIC COUNTER SHOP

LINE #	DESCRIPTION		
25	MONTHLY BASE COST: nightly, daily, weekly, & monthly duties	\$970.75	\$ 11,649.05
27a	ANNUAL DUTIES: clean all interior and exterior glass including transoms	\$59.48	\$ 59.48
			\$ 11,708.54

Optional Line Items	
28a	Cost per square foot for the purpose of adding or deleting square footage
28b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative
28c	On-call, emergency clean-up outside of the regular schedule including holidays and week-ends, with a response within four (4) hours

BLDG: #00110 GROUNDSKEEPER SHOP

LINE #	DESCRIPTION		
29	MONTHLY BASE COST: nightly, daily, weekly, & monthly duties	\$758.40	\$ 9,100.82
31a	ANNUAL DUTIES: clean all interior and exterior glass including transoms	\$71.38	\$ 71.38
			\$ 9,172.20

Optional Line Items	
32a	Cost per square foot for the purpose of adding or deleting square footage
32b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative
32c	On-call, emergency clean-up outside of the regular schedule including holidays and week-ends, with a response within four (4) hours

BLDG: #00111 BRIDGE INSPECTION BUILDING

LINE #	DESCRIPTION		
33	MONTHLY BASE COST: nightly, daily, weekly, & monthly duties	\$606.72	\$ 7,280.66
35a	ANNUAL DUTIES: clean all interior and exterior glass including transoms	\$71.38	\$ 71.38

\$	7,352.04
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Optional Line Items	
36a	Cost per square foot for the purpose of adding or deleting square footage
36b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative
36c	On-call, emergency clean-up outside of the regular schedule including holidays and week-ends, with a response within four (4) hours

BLDG: #00113 ENGINEERING FIELD OFFICE

LINE #	DESCRIPTION	\$	AMOUNT
37	MONTHLY BASE COST: nightly, daily, weekly, & monthly duties	\$606.72	7,280.66
38a	SEMI-ANNUAL DUTIES: clean all carpeted areas including all area mats	\$361.65	723.31
39a	ANNUAL DUTIES: apply new finish to hard surface floors	\$166.55	166.55
39b	ANNUAL DUTIES: clean all interior and exterior glass including transoms	\$71.38	71.38
		\$	8,241.90

Optional Line Items	
40a	Cost per square foot for the purpose of adding or deleting square footage
40b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative
40c	On-call, emergency clean-up outside of the regular schedule including holidays and week-ends, with a response within four (4) hours

BLDG: #10101 DISTRICT ONE SHOP AND OFFICE BUILDING

LINE #	DESCRIPTION	\$	AMOUNT
41	MONTHLY BASE COST: nightly, daily, weekly, & monthly duties	\$4,051.69	48,620.23
42a	SEMI-ANNUAL DUTIES: clean all carpeted areas including all area mats	\$380.69	761.38
42b	SEMI-ANNUAL DUTIES: clean all transoms, interior and exterior windows including the windows in the shop area	\$535.34	1,070.69
43a	ANNUAL DUTIES: apply new finish to hard surface floors including the hard surface floors in the main building and offices in the shop	\$5,371.27	5,371.27
		\$	55,823.56

Optional Line Items	
44a	Cost per square foot for the purpose of adding or deleting square footage
44b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative
44c	On-call, emergency clean-up outside of the regular schedule including holidays and week-ends, with a response within four (4) hours

BLDG: #10201 SALT VALLEY MAINTENANCE SHOP AND OFFICE BUILDING

LINE #	DESCRIPTION	\$	AMOUNT
		\$	0.00

45	MONTHLY BASE COST: nightly, daily, weekly, & monthly duties	\$151.68	\$	1,820.16
46a	SEMI-ANNUAL DUTIES: clean all transoms, interior and exterior windows including the windows in the shop area	\$71.38	\$	142.76
47a	ANNUAL DUTIES: apply new finish to hard surface floors including the hard surface floors in the offices in the shop	\$428.27	\$	428.27
			\$	2,391.20

Optional Line Items	
48a	Cost per square foot for the purpose of adding or deleting square footage
48b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative
48c	On-call, emergency clean-up outside of the regular schedule including holidays and week-ends, with a response within four (4) hours

BLDG: #15701 EASTBOUND I-80 SCALE OFFICE

LINE #	DESCRIPTION			
49	MONTHLY BASE COST: nightly, daily, weekly, & monthly duties	\$675.89	\$	8,110.65
50a	QUARTERLY DUTIES: power wash deck and pit in the inspection area (3 times a year)	\$237.93	\$	951.72
51a	ANNUAL DUTIES: apply new finish to hard surface floors	\$505.60	\$	505.60
51b	ANNUAL DUTIES: clean all interior and exterior glass including transoms	\$71.38	\$	71.38
			\$	9,639.35

Optional Line Items	
52a	Cost per square foot for the purpose of adding or deleting square footage
52b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative
52c	On-call, emergency clean-up outside of the regular schedule including holidays and week-ends, with a response within four (4) hours

BLDG: #15801 WESTBOUND I-80 SCALE OFFICE

LINE #	DESCRIPTION			
53	MONTHLY BASE COST: nightly, daily, weekly, & monthly duties	\$675.89	\$	8,110.65
54a	QUARTERLY DUTIES: power wash deck and pit in the inspection area (3 times a year)	\$237.93	\$	951.72
55a	ANNUAL DUTIES: apply new finish to hard surface floors	\$582.93	\$	582.93
55b	ANNUAL DUTIES: clean all interior and exterior glass including transoms	\$71.38	\$	71.38
			\$	9,716.68

Optional Line Items	
56a	Cost per square foot for the purpose of adding or deleting square footage
56b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative
56c	On-call, emergency clean-up outside of the regular schedule including holidays and week-ends, with a response within four (4) hours

BLDG: #15601 WAVERLY SCALE OFFICE

LINE #	DESCRIPTION		
57	MONTHLY BASE COST: nightly, daily, weekly, & monthly duties	\$675.89	\$ 8,110.65
59a	ANNUAL DUTIES: apply new finish to hard surface floors	\$380.69	\$ 380.69
59b	ANNUAL DUTIES: clean all interior and exterior glass including transoms	\$71.38	\$ 71.38
			\$ 8,562.72

Optional Line Items	
60a	Cost per square foot for the purpose of adding or deleting square footage
60b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative
60c	On-call, emergency clean-up outside of the regular schedule including holidays and week-ends, with a response within four (4) hours

Total Annual Contract Value: \$560,959.38**\$ 560,959.38**

NOTIFICATION OF INTENT TO AWARD

Date: September 07, 2023

To: All Vendors

From: Gayle Dietz, Procurement Contracts Officer
Nebraska Department of Transportation

Subject: RFP Number R306-23

This is to notify all vendors who responded to the above-referenced Request For Proposal that the Nebraska Department of Transportation intends to award the contract for Janitorial Services to ServiceMaster PBM of Lincoln.

Thank you for your interest in doing business with the State of Nebraska.

Bid Opening: 09/06/23 at 3:00 P.M. CDT

BLDG: #00201 CENTRAL OFFICE BUILDING		* SERVICEMASTER PBM OF LINCOLN		ATS FACILITY SERVICES	
LINE #	DESCRIPTION	BID PRICE	ANNUAL COST	BID PRICE	ANNUAL COST
1	MONTHLY BASE COST: nightly, daily, weekly, & monthly duties	\$23,650.00	\$283,800.00	\$19,990.00	\$239,880.00
	Bi-Weekly Duties: Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	\$360.00	\$9,360.00	\$151.00	\$3,926.00
2	QUARTERLY DUTIES: clean all marble & tile wall surfaces (3 times a year)	\$600.00	\$1,800.00	\$869.00	\$2,607.00
3a	SEMI-ANNUAL DUTIES: Hot water extraction all carpeted areas including all entrance mats.	\$5,662.00	\$11,324.00	\$6,252.00	\$12,504.00
4a	ANNUAL DUTIES: strip and re-apply new finish to hard surface floors	\$4,540.00	\$4,540.00	\$5,210.00	\$5,210.00
4b	ANNUAL DUTIES: clean all interior and exterior glass including transoms	\$1,000.00	\$1,000.00	\$1,302.00	\$1,302.00
4c	ANNUAL DUTIES: clean both sides of the interior magnetic storm window	\$300.00	\$300.00	\$521.00	\$521.00
	Annual Cost:	\$312,124.00			\$265,950.00
	BLDG: #00202 Nebraska Department of Transportation Building	SERVICEMASTER PBM OF LINCOLN		ATS FACILITY SERVICES	
LINE #	DESCRIPTION	BID PRICE	ANNUAL COST	BID PRICE	ANNUAL COST
6	MONTHLY BASE COST: nightly, daily, weekly, & monthly duties	\$3,700.00	\$44,400.00	\$5,111.00	\$61,332.00
	Bi-Weekly Duties: Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	\$120.00	\$3,120.00	\$40.00	\$1,040.00
7	QUARTERLY DUTIES: clean all tile wall surfaces (3 times a year)	\$300.00	\$900.00	\$227.00	\$681.00
8a	SEMI-ANNUAL DUTIES: Hot water extraction all carpeted areas including all entrance mats.	\$1,167.00	\$2,334.00	\$1,636.00	\$3,272.00
9a	ANNUAL DUTIES: strip and re-apply new finish to hard surface floors	\$1,240.00	\$1,240.00	\$1,363.00	\$1,363.00
9b	ANNUAL DUTIES: clean all interior and exterior glass including transoms. Clean blinds in between the glazing panels of windows and remove the interior glazing panels and clean on both sides. Clean interior screens.	\$500.00	\$500.00	\$477.00	\$477.00
	Annual Cost:	\$52,494.00			\$68,165.00
	BLDG: #00203 MATERIALS AND RESEARCH (M&R) BUILDING	SERVICEMASTER PBM OF LINCOLN		ATS FACILITY SERVICES	
LINE #	DESCRIPTION	BID PRICE	ANNUAL COST	BID PRICE	ANNUAL COST
11	MONTHLY BASE COST: nightly, daily, weekly, & monthly duties	\$4,070.00	\$48,840.00	\$9,791.00	\$117,492.00
	Bi-Weekly Duties: Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	\$120.00	\$3,120.00	\$76.00	\$1,976.00

NEBRASKA DEPARTMENT OF TRANSPORTATION BID TABULATION

RFP #R306-23 JANITORIAL SERVICES

12a	QUARTERLY DUTIES: clean all tile wall surfaces (3 times a year)	\$100.00	\$300.00		\$435.00	\$1,305.00
13a	SEMI-ANNUAL DUTIES: Hot water extraction all carpeted areas including all entrance mats.	\$1,450.00	\$2,900.00		\$3,133.00	\$6,266.00
14a	ANNUAL DUTIES: strip and re-apply new finish to hard surface floors	\$3,760.00	\$3,760.00		\$2,611.00	\$2,611.00
14b	ANNUAL DUTIES: clean all interior and exterior glass including transoms. Clean blinds in between the glazing panels of windows and remove the interior glazing panels and clean on both sides. Clean interior screens.	\$950.00	\$950.00		\$914.00	\$914.00
	Annual Cost:	\$59,870.00				\$130,564.00
	BLDG: #00101 OPERATIONS BUILDING	SERVICEMASTER PBM OF LINCOLN			ATS FACILITY SERVICES	
LINE #	DESCRIPTION	BID PRICE	ANNUAL COST		BID PRICE	ANNUAL COST
16	MONTHLY BASE COST: nightly, daily, weekly, & monthly duties	\$4,015.00	\$48,180.00		\$4,821.00	\$57,852.00
	Bi-Weekly Duties: Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	\$360.00	\$9,360.00		\$37.00	\$962.00
17a	QUARTERLY DUTIES: clean all tile wall surfaces (3 times a year)	\$100.00	\$300.00		\$214.00	\$642.00
18a	SEMI-ANNUAL DUTIES: Hot water extraction all carpeted areas including all entrance mats.	\$125.00	\$250.00		\$1,543.00	\$3,086.00
19a	ANNUAL DUTIES: strip and re-apply new finish to hard surface floors	\$3,300.00	\$3,300.00		\$1,286.00	\$1,286.00
19b	ANNUAL DUTIES: clean all interior and exterior glass including transoms	\$600.00	\$600.00		\$321.00	\$321.00
19c	ANNUAL DUTIES: Wash all high bay shop light fixture lens in the Fleet Shop	\$450.00	\$450.00		\$129.00	\$129.00
	Annual Cost:	\$62,440.00				\$64,278.00
	BLDG: #00102 WELD SHOP BUILDING	SERVICEMASTER PBM OF LINCOLN			ATS FACILITY SERVICES	
LINE #	DESCRIPTION	BID PRICE	ANNUAL COST		BID PRICE	ANNUAL COST
21	MONTHLY BASE COST: nightly, daily, weekly, & monthly duties	\$330.00	\$3,960.00		\$421.00	\$5,052.00
	SEMI-ANNUAL DUTIES: Hot water extraction all carpeted areas including all entrance mats.	\$85.00	\$170.00		\$168.00	\$336.00
23a	ANNUAL DUTIES: clean all interior and exterior glass including transoms	\$50.00	\$50.00		\$225.00	\$225.00
	Annual Cost:	\$4,180.00				\$5,613.00
	BLDG: #00103 ELECTRONIC-TRAFFIC COUNTER SHOP	SERVICEMASTER PBM OF LINCOLN			ATS FACILITY SERVICES	
LINE #	DESCRIPTION	BID PRICE	ANNUAL COST		BID PRICE	ANNUAL COST
25	MONTHLY BASE COST: nightly, daily, weekly, & monthly duties	\$660.00	\$7,920.00		\$839.00	\$10,068.00
	SEMI-ANNUAL DUTIES: Hot water extraction all carpeted areas including all entrance mats.	\$85.00	\$170.00		\$336.00	\$672.00

NEBRASKA DEPARTMENT OF TRANSPORTATION BID TABULATION

RFP #R306-23 JANITORIAL SERVICES

27a	ANNUAL DUTIES: clean all interior and exterior glass including transoms	\$50.00	\$50.00		\$448.00	\$448.00
		Annual Cost:	\$8,140.00			\$11,188.00
	BLDG: #00110 GROUNDSKEEPER SHOP	SERVICEMASTER PBM OF LINCOLN			ATS FACILITY SERVICES	
LINE #	DESCRIPTION	BID PRICE	ANNUAL COST		BID PRICE	ANNUAL COST
29	MONTHLY BASE COST: nightly, daily, weekly, & monthly duties	\$836.00	\$10,032.00		\$1,031.00	\$12,372.00
	hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	\$60.00	\$1,560.00		\$6.00	\$156.00
	SEMI-ANNUAL DUTIES: Hot water extraction all carpeted areas including all entrance mats.	\$85.00	\$170.00		\$344.00	\$688.00
31a	ANNUAL DUTIES: clean all interior and exterior glass including transoms	\$60.00	\$60.00		\$550.00	\$550.00
		Annual Cost:	\$11,822.00			\$13,766.00
	BLDG: #00111 BRIDGE INSPECTION BUILDING	SERVICEMASTER PBM OF LINCOLN			ATS FACILITY SERVICES	
LINE #	DESCRIPTION	BID PRICE	ANNUAL COST		BID PRICE	ANNUAL COST
33	MONTHLY BASE COST: nightly, daily, weekly, & monthly duties	\$660.00	\$7,920.00		\$900.00	\$10,800.00
	Bi-Weekly Duties: Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	\$60.00	\$1,560.00		\$5.00	\$130.00
	SEMI-ANNUAL DUTIES: Hot water extraction all carpeted areas including all entrance mats.	\$85.00	\$170.00		\$300.00	\$600.00
35a	ANNUAL DUTIES: clean all interior and exterior glass including transoms	\$60.00	\$60.00		\$480.00	\$480.00
		Annual Cost:	\$9,710.00			\$12,010.00
	BLDG: #00113 ENGINEERING FIELD OFFICE	SERVICEMASTER PBM OF LINCOLN			ATS FACILITY SERVICES	
LINE #	DESCRIPTION	BID PRICE	ANNUAL COST		BID PRICE	ANNUAL COST
37	MONTHLY BASE COST: nightly, daily, weekly, & monthly duties	\$660.00	\$7,920.00		\$847.00	\$10,164.00
	Bi-Weekly Duties: Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	\$60.00	\$1,560.00		\$5.00	\$130.00
38a	SEMI-ANNUAL DUTIES: Hot water extraction all carpeted areas including all entrance mats.	\$304.00	\$608.00		\$283.00	\$566.00
39a	ANNUAL DUTIES: strip and re-apply new finish to hard surface floors	\$140.00	\$140.00		\$340.00	\$340.00
39b	ANNUAL DUTIES: clean all interior and exterior glass including transoms	\$60.00	\$60.00		\$130.00	\$130.00
		Annual Cost:	\$10,288.00			\$11,330.00
	BLDG: #10101 DISTRICT ONE SHOP AND OFFICE BUILDING	SERVICEMASTER PBM OF LINCOLN			ATS FACILITY SERVICES	
LINE #	DESCRIPTION	BID PRICE	ANNUAL COST		BID PRICE	ANNUAL COST

NEBRASKA DEPARTMENT OF TRANSPORTATION BID TABULATION

RFP #R306-23 JANITORIAL SERVICES

41	MONTHLY BASE COST: nightly, daily, weekly, & monthly duties	\$4,658.00	\$55,896.00		\$4,005.00	\$48,060.00
	Bi-Weekly Duties: Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	\$120.00	\$3,120.00		\$21.00	\$546.00
42a	SEMI-ANNUAL DUTIES: clean all carpeted areas including all area mats	\$320.00	\$640.00		\$1,335.00	\$2,670.00
42b	SEMI-ANNUAL DUTIES: clean all transoms, interior and exterior windows including the windows in the shop area	\$400.00	\$800.00		\$267.00	\$534.00
43a	ANNUAL DUTIES: strip and re-apply new finish to hard surface floors	\$4,515.00	\$4,515.00		\$1,602.00	\$1,602.00
	Annual Cost:	\$64,971.00				\$53,412.00
	BLDG: #10201 SALT VALLEY MAINTENANCE SHOP AND OFFICE BUILDING	SERVICEMASTER PBM OF LINCOLN		ATS FACILITY SERVICES		
LINE #	DESCRIPTION	BID PRICE	ANNUAL COST		BID PRICE	ANNUAL COST
45	MONTHLY BASE COST: nightly, daily, weekly, & monthly duties	\$170.00	\$2,040.00		\$248.00	\$2,976.00
	Bi-Weekly Duties: Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	\$60.00	\$1,560.00		\$2.00	\$52.00
46a	SEMI-ANNUAL DUTIES: clean all transoms, interior and exterior windows including the windows in the shop area	\$60.00	\$120.00		\$30.00	\$60.00
	SEMI-ANNUAL DUTIES: Hot water extraction all carpeted areas including all entrance mats.	\$85.00	\$170.00		\$83.00	\$166.00
47a	ANNUAL DUTIES: strip and re-apply new finish to hard surface floors	\$360.00	\$360.00		\$132.00	\$132.00
	Annual Cost:	\$4,250.00				\$3,386.00
	BLDG: #15701 EASTBOUND I-80 SCALE OFFICE	SERVICEMASTER PBM OF LINCOLN		ATS FACILITY SERVICES		
LINE #	DESCRIPTION	BID PRICE	ANNUAL COST		BID PRICE	ANNUAL COST
49	MONTHLY BASE COST: nightly, daily, weekly, & monthly duties	\$453.00	\$5,436.00		\$290.00	\$3,480.00
	Bi-Weekly Duties: Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	\$60.00	\$1,560.00		\$3.00	\$78.00
50a	QUARTERLY DUTIES: power wash deck and pit in the inspection area (3 times a year)	\$200.00	\$600.00		\$20.00	\$60.00
51a	ANNUAL DUTIES: strip and re-apply new finish to hard surface floors	\$320.00	\$320.00		\$193.00	\$193.00
51b	ANNUAL DUTIES: clean all interior and exterior glass including transoms	\$60.00	\$60.00		\$81.00	\$81.00
	Annual Cost:	\$7,976.00				\$3,892.00
	BLDG: #15801 WESTBOUND I-80 SCALE OFFICE	SERVICEMASTER PBM OF LINCOLN		ATS FACILITY SERVICES		
LINE #	DESCRIPTION	BID PRICE	ANNUAL COST		BID PRICE	ANNUAL COST
53	MONTHLY BASE COST: nightly, daily, weekly, & monthly duties	\$453.00	\$5,436.00		\$338.00	\$4,056.00

	Bi-Weekly Duties: Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	\$60.00	\$1,560.00		\$3.00	\$78.00
54a	QUARTERLY DUTIES: power wash deck and pit in the inspection area (3 times a year)	\$200.00	\$600.00		\$25.00	\$75.00
55a	ANNUAL DUTIES: strip and re-apply new finish to hard surface floors	\$320.00	\$320.00		\$225.00	\$225.00
55b	ANNUAL DUTIES: clean all interior and exterior glass including transoms	\$60.00	\$60.00		\$90.00	\$90.00
		Annual Cost:	\$7,976.00			\$4,524.00
	BLDG: #15601 WAVERLY SCALE OFFICE	SERVICEMASTER PBM OF LINCOLN			ATS FACILITY SERVICES	
LINE #	DESCRIPTION	BID PRICE	ANNUAL COST		BID PRICE	ANNUAL COST
57	MONTHLY BASE COST: nightly, daily, weekly, & monthly duties	\$453.00	\$5,436.00		\$207.00	\$2,484.00
	Bi-Weekly Duties: Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	\$60.00	\$1,560.00		\$2.00	\$52.00
	QUARTERLY DUTIES: power wash deck and pit in the inspection area (3 times a year)	\$200.00	\$600.00		\$15.00	\$45.00
59a	ANNUAL DUTIES: strip and re-apply new finish to hard surface floors	\$320.00	\$320.00		\$138.00	\$138.00
59b	ANNUAL DUTIES: clean all interior and exterior glass including transoms	\$60.00	\$60.00		\$55.00	\$55.00
		Annual Cost:	\$7,976.00			\$2,774.00
	GRAND TOTAL FOR ALL BUILDINGS:		\$624,217.00			\$650,852.00

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

ALL OR NONE

FIRM: ServiceMaster PBM Of Lincoln

Refer to Attachment A for building statistics, including cleanable square footage. Proposal pricing shall consist of the following:

- a. Bid price shall be a **monthly base cost** per NDOT facility for janitorial services as specified in RFP #R306-23 for: **core duties and site specific duties completed daily, nightly, weekly and monthly**.
- b. Bid price shall be a unit cost per occurrence for additional core or site specific duties completed on a **bi-weekly, quarterly, semi-annually and annually basis**.
- c. Optional bid line items as listed below and as specified in RFP #R306-23. **Optional bid prices will not be evaluated.**

Line Item	Building # and Name	Monthly Base Cost		One (1) Year Annual Cost
1	#00201-Central Office Building: Nightly, Daily, Weekly, and Monthly Core Duties	\$ 23,650	x 12 mo. =	\$ 283,800
2	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	360	x 26 bi-weekly =	9,360
3	Quarterly Nightly Core Duties:	Cost Per Occurrence		
a.	Clean all marble and tile wall surfaces with appropriate cleaner	\$ 600	x 3 times a year =	\$ 1,800
4	Semi-Annual Nightly Core Duties:	Cost Per Occurrence		
a	Hot water extraction clean all carpeted areas including all entrance mats	\$ 5,662	x 2 times a year =	\$ 11,324
5	Annual Nightly Core Duties:	Cost Per Occurrence		
a	Strip and Re-apply new finish to hard surface floors	\$ 4,540	x 1 time a year =	\$ 4,540
b	Clean all interior and exterior glass including transoms	\$ 1,000	x 1 time a year =	\$ 1,000
c	Clean both sides of the interior magnetic storm windows with a non-abrasive window cleaner	\$ 300	x 1 time a year =	\$ 300
6	Optional Bid	UOM		Unit Cost
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:		\$ 0.065/mo

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$ 32
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$ 65
Line Item	Building # and Name	Monthly Base Cost	One Year (1) Annual Cost
7	#00202-Nebraska Department of Transportation Building: Daily, Nightly, Weekly, and Monthly Core Duties	\$ 3,700	x 12 mo. = \$ 44,400
8	Bi-Weekly Night time Core Duties:	Cost Per Occurrence	
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	120	x 26 bi-weekly = 3,120
9	Quarterly Nightly Core Duties:	Cost Per Occurrence	
a	Clean all tile wall surfaces with appropriate cleaner	\$ 300	x 3 times a year = \$ 900
10	Semi-Annual Nightly Core Duties:	Cost Per Occurrence	
a	Hot water extraction clean all carpeted areas including all area mats	\$ 1,167	x 2 times a year = \$ 2,334
11	Annual Nightly Core Duties:	Cost Per Occurrence	
a	Strip and Re-apply new finish to hard surface floors	\$ 1,240	x 1 time a year = \$ 1,240
b	Clean all interior and exterior glass including transoms. Clean blinds in between the glazing panels of windows and remove the interior glazing panels and cleaned on both sides. Clean interior screens	\$ 500	x 1 time a year = \$ 500
12	Optional Bid	UOM	Unit Cost
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$ 0.065/mo
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	Type text here \$ 32

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$ 65	
Line Item	Building # and Name	Monthly Base Cost		One (1) Year Annual Cost
13	#00203-Materials and Research (M&R) Building: Nightly, Weekly, and Monthly Duties	\$ 4,070	x 12 mo. =	\$ 48,840
14	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	120	x 26 bi-weekly =	3,120
15	Quarterly Nightly Core Duties:	Cost Per Occurrence	x 3 times a year =	Year One (1) Annual Cost
a	Clean all tile wall surfaces with appropriate cleaner	\$ 100		\$ 300
16	Semi-Annual Nightly Core Duties:	Cost Per Occurrence	x 2 times a year =	Year One (1) Annual Cost
a	Hot water extraction clean all carpeted areas including all area mats	\$ 1,450		\$ 2,900
17	Annual Nightly Core Duties:	Cost Per Occurrence	x 1 time a year =	Year One (1) Annual Cost
a	Strip and Re-apply new finish to hard surface floors	\$ 3,760		\$ 3,760
b	Clean all interior and exterior glass including transoms. Clean blinds in between the glazing panels of windows and remove the interior glazing panels and cleaned on both sides. Clean interior screens	\$ 950	x 1 time a year =	\$ 950
18	Optional Bid	UOM		Unit Cost
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:		\$ 0.065/mo
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$ 32	Type text here

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$ 65	
Line Item	Building # and Name	Monthly Base Cost	x 12 mo. =	Year One (1) Annual Cost
19	#00101-Operations: Nightly, Weekly, and Monthly Duties	\$ 4,015		\$ 48,180
20	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	360	x 26 bi-weekly =	9,360
21	Quarterly Nightly Core Duties:	Cost Per Occurrence	x 3 times a year =	
a	Clean all tile wall surfaces with appropriate cleaner	\$ 100		\$ 300
22	Semi-Annual Nightly Core Duties:	Cost Per Occurrence	x 2 times a year =	
a	Hot water extraction clean all carpeted areas including all area mats	\$ 125		\$ 250
23	Annual Nightly Core Duties:	Cost Per Occurrence	x 1 time a year =	
a	Strip and Re-apply new finish to hard surface floors	\$ 3,300		\$ 3,300
b	Clean all interior and exterior glass including transoms	\$ 600	x 1 time a year =	\$ 600
c	Wash all high bay shop light fixture lens in the Fleet Shop	\$ 450	x 1 time a year =	\$ 450
24	Optional Bid	UOM	Unit Cost	
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$ 0.065/mo	
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	Type text here	
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$ 65	
Line Item	Building # and Name	Monthly Base Cost		Year One (1) Annual Cost

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

25	#00102-Weld Shop Building: Nightly, Weekly, and Monthly Duties	\$ 330	x 12 mo. =	\$ 3,960
26	Semi-Annual Core Duties:	Cost Per Occurrence		Type text here
a	Hot Water Extraction clean all carpeted areas including all area mats	\$ 85	x 2 times a year =	\$ 170
27	Annual Core Duties:	Cost Per Occurrence	x1 time a year =	Type text here
a	Clean all interior and exterior glass including transoms	\$ 50		\$ 50
28	Optional Bid	UOM		Unit Cost
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:		\$ 0.065/mo
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:		\$ 32
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:		\$ 65
Line Item	Building # and Name	Monthly Base Cost		Year One (1) Annual Cost
29	#00103-Electronic-Traffic Counter Shop: Nightly, Weekly, and Monthly Duties	\$ 660	x 12 mo. =	\$ 7,920
30	Semi-Annual Core Duties:	Cost Per Occurrence		
a	Hot water extraction clean all carpeted areas including all area mats	\$ 85	x 2 times a year =	170
31	Annual Core Duties:	Cost Per Occurrence	x 1 time a year =	
a	Clean all interior and exterior glass including transoms	\$ 50		\$ 50
32	Optional Bid	UOM		Unit Cost
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:		\$ 0.065/mo
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:		\$ 32

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$ 65	
Line Item	Building # and Name	Monthly Base Cost	x 12 mo. =	Year One (1) Annual Cost
33	#00110-Groundskeeper Shop: Nightly, Weekly, and Monthly Duties	\$ 836		\$ 10,032
34	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	60	x 26 bi-weekly =	1,560
35	Semi-Annual Core Duties:	Cost Per Occurrence	x 2 times a year =	\$ 170
a	Hot water extraction clean all carpeted areas including all area mats	\$ 85		
36	Annual Core Duties:	Cost Per Occurrence	x 1 time a year =	
a	Clean all interior and exterior glass including transoms	\$ 60		\$ 60
37	Optional Bid	UOM	Unit Cost	
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$ 0.065/mo	
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$ 32	
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$ 65	
Line Item	Building # and Name	Monthly Base Cost	x 12 mo. =	Year One (1) Annual Cost
38	#00111-Bridge Inspection Building: Nightly, Weekly, and Monthly Duties	\$ 660		\$ 7,920
39	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	60	x 26 bi-weekly =	1,560
40	Semi-Annual Core Duties:	Cost Per Occurrence		

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

a	Hot water extraction clean all carpeted areas including all area mats	\$ 85	x 2 times a year =	\$ 170
41	Annual Core Duties:	Cost Per Occurrence	x 1 time a year	
a	Clean all interior and exterior glass including transoms	\$ 60	=	\$ 60
42	Optional Bid	UOM	Unit Cost	
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:		\$ 0.065/mo
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:		\$ 32
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:		\$ 65
Line Item	Building # and Name	Monthly Base Cost		Year One (1) Annual Cost
43	#00113-Engineering Field Office : Nightly, Weekly, and Monthly Duties	\$ 660	x 12 mo. =	\$ 7,920
44	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	60	x 26 bi-weekly =	1,560
45	Semi-Annual Core Duties:	Cost Per Occurrence		
a	Hot water extraction clean all carpeted areas including all area mats	\$ 304	x 2 times a year =	\$ 608
46	Annual Core Duties:	Cost Per Occurrence	x 1 time a year	Type text here
a	Strip and Re-apply new finish to hard surface floors	\$ 140	=	\$ 140
b	Clean all interior and exterior glass including transoms	\$ 60	x 1 time a year =	\$ 60
47	Optional Bid	UOM	Unit Cost	
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:		\$ 0.065/mo
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:		\$ 32

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$ 65	
Line Item	Building # and Name	Monthly Base Cost		Year One (1) Annual Cost
48	#10101-District One Shop and Office Building: Nightly, Weekly, and Monthly Duties	\$ 4,658	x 12 mo. =	\$ 55,896
49	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	120	x 26 bi-weekly =	3,120
50	Semi-Annual Core Duties:	Cost Per Occurrence		
a	Hot water extraction clean all carpeted areas including all area mats	\$ 320	x 2 times a year =	\$ 640
b	Clean all transoms, interior, and exterior windows including the windows in the shop area	\$ 400	x 2 times a year =	\$ 800
51	Annual Core Duties:	Cost Per Occurrence		
a	Strip and Re-apply new finish to hard surface floors including the hard surface floors in the main building and offices in the shop	\$ 4,515	x 1 time a year =	\$ 4,515
52	Optional Bid	UOM	Unit Cost	
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$ 0.065/mo	
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$ 32	
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$ 65	
53	Building # and Name	Monthly Base Cost		Year One (1) Annual Cost
	#10201-Salt Valley Maintenance Shop and Office Building: Nightly, Weekly, and Monthly Duties	\$ 170	X 12 mo. =	\$ 2,040
54	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	60	x 26 bi-weekly =	1,560
55	Semi-Annual Core Duties:	Cost Per Occurrence		
a	Clean all transoms, interior, and exterior windows including the windows in the shop area	\$ 60	x 2 times a year =	\$ 120
b	Hot water extraction clean all carpeted areas including all area mats	\$ 85	x 2 times a year =	\$ 170
56	Annual Core Duties:	Cost Per Occurrence		
a	Strip and Re-apply new finish to hard surface floors including the hard surface floors in the offices in the shop	\$ 360	x 1 time a year =	\$ 360
57	Optional Bid	UOM		Unit Cost
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:		\$ 0.065/mo
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:		\$ 32
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:		\$ 65
Line Item	Building # and Name	Monthly Base Cost		Year One (1) Annual Cost
58	#15701-Eastbound I-80 Scale Office: Thrice-Weekly, Weekly, and Monthly Duties	\$ 453	x 12 mo. =	\$ 5,436
59	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	60	x 26 bi-weekly =	1,560
60	Quarterly Core Duties:	Cost Per Occurrence		
a	Power wash deck and pit in the inspection bay	\$ 200	x 3 times a year =	\$ 600
61	Annual Core Duties:	Cost Per Occurrence		
a	Strip and Re-apply new finish to hard surface floors	\$ 320	x 1 time a year =	\$ 320

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

b	Clean all interior and exterior glass including transoms	\$ 60	x 1 time a year =	\$ 60
62	Optional Bid	UOM		Unit Cost
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:		\$ 0.065/mo
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$ 32	
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$ 65	
Line Item	Building # and Name	Monthly Base Cost		Year One (1) Annual Cost
63	#15801-Westbound I-80 Scale Office: Thrice-Weekly, Weekly, and Monthly Duties	\$ 453	x 12 mo. =	\$ 5,436
64	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	60	x 26 bi-weekly =	1,560
65	Quarterly Core Duties:	Cost Per Occurrence		
a	Power wash deck and pit in the inspection bay	\$ 200	x 3 times a year =	\$ 600
66	Annual Core Duties:	Cost Per Occurrence	x 1 time a year	
a	Strip and Re-apply new finish to hard surface floors	\$ 320	=	\$ 320
b	Clean all interior and exterior glass including transoms	\$ 60	x 1 time a year =	\$ 60
67	Optional Bid	UOM		Unit Cost
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:		\$ 0.065/mo
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$ 32	
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$ 65	

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

Line Item	Building # and Name	Monthly Base Cost	x 12 mo. =	Year One (1) Annual Cost
68	#15601-Waverly State Office: Weekly, and Monthly Duties	\$ 453		\$ 5,436
69	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	60	x 26 bi-weekly =	1,560
70	Quarterly Core Duties:	Cost Per Occurrence	x 3 times a year =	\$ 600
a	Power wash deck and pit in the inspection bay	\$ 200		
71	Annual Core Duties:	Cost Per Occurrence	x 1 time a year =	\$ 320
a	Strip and Re-apply new finish to hard surface floors	\$ 320		
b	Clean all interior and exterior glass including transoms	\$ 60	x 1 time a year =	\$ 60
72	Optional Bid	UOM		Unit Cost
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:		\$ 0.065/mo
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:		\$ 32
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:		\$ 65
	TOTAL ANNUAL COST, NOT INCLUDING OPTIONAL BID PRICING:			\$ 624,217

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

FIRM: ATS Facility Services

Refer to Attachment A for building statistics, including cleanable square footage. Proposal pricing shall consist of the following:

- a. Bid price shall be a **monthly base cost** per NDOT facility for janitorial services as specified in RFP #R306-23 for: **core duties and site specific duties completed daily, nightly, weekly and monthly**.
- b. Bid price shall be a unit cost per occurrence for additional core or site specific duties completed on a **bi-weekly, quarterly, semi-annually and annually basis**.
- c. Optional bid line items as listed below and as specified in RFP #R306-23. **Optional bid prices will not be evaluated.**

Line Item	Building # and Name	Monthly Base Cost		One (1) Year Annual Cost	
				x 12 mo. =	
1	#00201-Central Office Building: Nightly, Daily, Weekly, and Monthly Core Duties	\$ 19,990		\$ 239,880	
2	Bi-Weekly Night time Core Duties:	Cost Per Occurrence			
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	151	x 26 bi-weekly =	3,926	
3	Quarterly Nightly Core Duties:	Cost Per Occurrence	x 3 times a year =		
a.	Clean all marble and tile wall surfaces with appropriate cleaner	\$ 869		\$ 2,607	
4	Semi-Annual Nightly Core Duties:	Cost Per Occurrence	x 2 times a year =		
a	Hot water extraction clean all carpeted areas including all entrance mats	\$ 6,252		\$ 12,504	
5	Annual Nightly Core Duties:	Cost Per Occurrence	x 1 time a year =		
a	Strip and Re-apply new finish to hard surface floors	\$ 5,210		\$ 5,210	
b	Clean all interior and exterior glass including transoms	\$ 1,302	x 1 time a year =	\$ 1,302	
c	Clean both sides of the interior magnetic storm windows with a non-abrasive window cleaner	\$ 521	x 1 time a year =	\$ 521	
6	Optional Bid	UOM	Unit Cost		
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$ 2.48		

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$ 21
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$ 31.50
Line Item	Building # and Name	Monthly Base Cost	One Year (1) Annual Cost
7	#00202-Nebraska Department of Transportation Building: Daily, Nightly, Weekly, and Monthly Core Duties	\$ 5,111	x 12 mo. = \$ 61,332
8	Bi-Weekly Night time Core Duties:	Cost Per Occurrence	
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	40	x 26 bi-weekly = 1,040
9	Quarterly Nightly Core Duties:	Cost Per Occurrence	
a	Clean all tile wall surfaces with appropriate cleaner	\$ 227	x 3 times a year = \$ 681
10	Semi-Annual Nightly Core Duties:	Cost Per Occurrence	
a	Hot water extraction clean all carpeted areas including all area mats	\$ 1,636	x 2 times a year = \$ 3,272
11	Annual Nightly Core Duties:	Cost Per Occurrence	
a	Strip and Re-apply new finish to hard surface floors	\$ 1,363	x 1 time a year = \$ 1,363
b	Clean all interior and exterior glass including transoms. Clean blinds in between the glazing panels of windows and remove the interior glazing panels and cleaned on both sides. Clean interior screens	\$ 477	x 1 time a year = \$ 477
12	Optional Bid	UOM	Unit Cost
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$ 2.75
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$ 21

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	31.50	\$
Line Item	Building # and Name	Monthly Base Cost		One (1) Year Annual Cost
13	#00203-Materials and Research (M&R) Building: Nightly, Weekly, and Monthly Duties	\$ 9,791	x 12 mo. =	\$ 117,492
14	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	76	x 26 bi-weekly =	1,976
15	Quarterly Nightly Core Duties:	Cost Per Occurrence		Year One (1) Annual Cost
a	Clean all tile wall surfaces with appropriate cleaner	\$ 435	x 3 times a year =	\$ 1,305
16	Semi-Annual Nightly Core Duties:	Cost Per Occurrence		Year One (1) Annual Cost
a	Hot water extraction clean all carpeted areas including all area mats	\$ 3,133	x 2 times a year =	\$ 6,266
17	Annual Nightly Core Duties:	Cost Per Occurrence		Year One (1) Annual Cost
a	Strip and Re-apply new finish to hard surface floors	\$ 2,611	x 1 time a year =	\$ 2,611
b	Clean all interior and exterior glass including transoms. Clean blinds in between the glazing panels of windows and remove the interior glazing panels and cleaned on both sides. Clean interior screens	\$ 914	x 1 time a year =	\$ 914
18	Optional Bid	UOM	Unit Cost	
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$ 2.75	
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$ 21	

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$ 31.50
Line Item	Building # and Name	Monthly Base Cost	
19	#00101-Operations: Nightly, Weekly, and Monthly Duties	\$ 4,821	x 12 mo. = \$ 57,852
20	Bi-Weekly Night time Core Duties:	Cost Per Occurrence	
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	37	x 26 bi-weekly = 962
21	Quarterly Nightly Core Duties:	Cost Per Occurrence	x 3 times a year =
a	Clean all tile wall surfaces with appropriate cleaner	\$ 214	\$ 642
22	Semi-Annual Nightly Core Duties:	Cost Per Occurrence	x 2 times a year =
a	Hot water extraction clean all carpeted areas including all area mats	\$ 1,543	\$ 3,086
23	Annual Nightly Core Duties:	Cost Per Occurrence	x 1 time a year =
a	Strip and Re-apply new finish to hard surface floors	\$ 1,286	\$ 1,286
b	Clean all interior and exterior glass including transoms	\$ 321	x 1 time a year = \$ 321
c	Wash all high bay shop light fixture lens in the Fleet Shop	\$ 129	x 1 time a year = \$ 129
24	Optional Bid	UOM	Unit Cost
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$ 2.75
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$ 21
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$ 31.50
Line Item	Building # and Name	Monthly Base Cost	Year One (1) Annual Cost

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

25	#00102-Weld Shop Building: Nightly, Weekly, and Monthly Duties	\$ 421	x 12 mo. =	\$ 5,052
26	Semi-Annual Core Duties:	Cost Per Occurrence	x 2 times a year =	\$ 336
a	Hot Water Extraction clean all carpeted areas including all area mats	\$ 168		
27	Annual Core Duties:	Cost Per Occurrence	x1 time a year =	\$ 225
a	Clean all interior and exterior glass including transoms	\$ 225		
28	Optional Bid	UOM	Unit Cost	
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$ 2.75	
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$ 21	
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$ 31.50	
Line Item	Building # and Name	Monthly Base Cost	x 12 mo. =	Year One (1) Annual Cost
29	#00103-Electronic-Traffic Counter Shop: Nightly, Weekly, and Monthly Duties	\$ 839		\$ 10,068
30	Semi-Annual Core Duties:	Cost Per Occurrence	x 2 times a year =	\$ 672
a	Hot water extraction clean all carpeted areas including all area mats	\$ 336		
31	Annual Core Duties:	Cost Per Occurrence	x 1 time a year =	\$ 448
a	Clean all interior and exterior glass including transoms	\$ 448		
32	Optional Bid	UOM	Unit Cost	
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$ 2.75	
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$ 21	

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$ 31.50	
Line Item	Building # and Name	Monthly Base Cost	x 12 mo. =	Year One (1) Annual Cost
33	#00110-Groundskeeper Shop: Nightly, Weekly, and Monthly Duties	\$ 1,031	\$ 12,372	
34	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	6	x 26 bi-weekly =	156
35	Semi-Annual Core Duties:	Cost Per Occurrence	x 2 times a year =	\$ 688
a	Hot water extraction clean all carpeted areas including all area mats	\$ 344		
36	Annual Core Duties:	Cost Per Occurrence	x 1 time a year =	\$ 550
a	Clean all interior and exterior glass including transoms	\$ 550		
37	Optional Bid	UOM	Unit Cost	
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$ 2.75	
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$ 21	
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$ 31.50	
Line Item	Building # and Name	Monthly Base Cost	x 12 mo. =	Year One (1) Annual Cost
38	#00111-Bridge Inspection Building: Nightly, Weekly, and Monthly Duties	\$ 900	\$ 10,800	
39	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	5	x 26 bi-weekly =	130
40	Semi-Annual Core Duties:	Cost Per Occurrence		

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

a	Hot water extraction clean all carpeted areas including all area mats	\$ 300	x 2 times a year =	\$ 600
41	Annual Core Duties:	Cost Per Occurrence	x 1 time a year	
a	Clean all interior and exterior glass including transoms	\$ 480	=	\$ 480
42	Optional Bid	UOM	Unit Cost	
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$ 2.75	
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$ 21	
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$ 31.50	
Line Item	Building # and Name	Monthly Base Cost		Year One (1) Annual Cost
43	#00113-Engineering Field Office : Nightly, Weekly, and Monthly Duties	\$ 847	x 12 mo. =	\$ 10,164
44	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	5	x 26 bi-weekly =	130
45	Semi-Annual Core Duties:	Cost Per Occurrence		
a	Hot water extraction clean all carpeted areas including all area mats	\$ 283	x 2 times a year =	\$ 566
46	Annual Core Duties:	Cost Per Occurrence	x 1 time a year	
a	Strip and Re-apply new finish to hard surface floors	\$ 340	=	\$ 340
b	Clean all interior and exterior glass including transoms	\$ 130	x 1 time a year =	\$ 130
47	Optional Bid	UOM	Unit Cost	
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$ 2.75	
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$ 21	

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$ 31.50	
Line Item	Building # and Name	Monthly Base Cost	x 12 mo. =	Year One (1) Annual Cost
48	#10101-District One Shop and Office Building: Nightly, Weekly, and Monthly Duties	\$ 4,005		\$ 48,060
49	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	21	x 26 bi-weekly =	546
50	Semi-Annual Core Duties:	Cost Per Occurrence	x 2 times a year =	\$ 2,670
a	Hot water extraction clean all carpeted areas including all area mats	\$ 1,335		
b	Clean all transoms, interior, and exterior windows including the windows in the shop area	\$ 267	x 2 times a year =	\$ 534
51	Annual Core Duties:	Cost Per Occurrence	x 1 time a year =	\$ 1,602
a	Strip and Re-apply new finish to hard surface floors including the hard surface floors in the main building and offices in the shop	\$ 1,602		
52	Optional Bid	UOM	Unit Cost	
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$ 2.75	
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$ 21	
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$ 31.50	
53	Building # and Name	Monthly Base Cost	X 12 mo. =	Year One (1) Annual Cost
	#10201-Salt Valley Maintenance Shop and Office Building: Nightly, Weekly, and Monthly Duties	\$ 248		\$ 2,976
54	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	2	x 26 bi-weekly =	52
55	Semi-Annual Core Duties:	Cost Per Occurrence		
a	Clean all transoms, interior, and exterior windows including the windows in the shop area	\$ 30	x 2 times a year =	\$ 60
b	Hot water extraction clean all carpeted areas including all area mats	\$ 83	x 2 times a year =	\$ 166
56	Annual Core Duties:	Cost Per Occurrence		
a	Strip and Re-apply new finish to hard surface floors including the hard surface floors in the offices in the shop	\$ 132	x 1 time a year =	\$ 132
57	Optional Bid	UOM		Unit Cost
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$ 2.75	
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$ 21	
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$ 31.50	
Line Item	Building # and Name	Monthly Base Cost		Year One (1) Annual Cost
58	#15701-Eastbound I-80 Scale Office: Thrice-Weekly, Weekly, and Monthly Duties	\$ 290	x 12 mo. =	\$ 3,480
59	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	3	x 26 bi-weekly =	78
60	Quarterly Core Duties:	Cost Per Occurrence		
a	Power wash deck and pit in the inspection bay	\$ 20	x 3 times a year =	\$ 60
61	Annual Core Duties:	Cost Per Occurrence		
a	Strip and Re-apply new finish to hard surface floors	\$ 193	x 1 time a year =	\$ 193

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

b	Clean all interior and exterior glass including transoms	\$ 81	x 1 time a year =	\$ 81
62	Optional Bid	UOM		Unit Cost
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$ 2.75	
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$ 21	
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$ 31.50	
Line Item	Building # and Name	Monthly Base Cost		Year One (1) Annual Cost
63	#15801-Westbound I-80 Scale Office: Thrice-Weekly, Weekly, and Monthly Duties	\$ 338	x 12 mo. =	\$ 4,056
64	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	3	x 26 bi-weekly =	78
65	Quarterly Core Duties:	Cost Per Occurrence		
a	Power wash deck and pit in the inspection bay	\$ 25	x 3 times a year =	\$ 75
66	Annual Core Duties:	Cost Per Occurrence		
a	Strip and Re-apply new finish to hard surface floors	\$ 225	x 1 time a year =	\$ 225
b	Clean all interior and exterior glass including transoms	\$ 90	x 1 time a year =	\$ 90
67	Optional Bid	UOM		Unit Cost
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$ 2.75	
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$ 21	
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$ 31.50	

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

Line Item	Building # and Name	Monthly Base Cost	x 12 mo. =	Year One (1) Annual Cost
68	#15601-Waverly Scale Office: Weekly, and Monthly Duties	\$ 207		\$ 2,484
69	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	2	x 26 bi-weekly =	52
70	Quarterly Core Duties:	Cost Per Occurrence	x 3 times a year =	\$ 45
a	Power wash deck and pit in the inspection bay	\$ 15		
71	Annual Core Duties:	Cost Per Occurrence	x 1 time a year =	\$ 138
a	Strip and Re-apply new finish to hard surface floors	\$ 138		
b	Clean all interior and exterior glass including transoms	\$ 55	x 1 time a year =	\$ 55
72	Optional Bid	UOM		Unit Cost
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:		\$ 2.75
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:		\$ 21
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:		\$ 31.50
		TOTAL ANNUAL COST, NOT INCLUDING OPTIONAL BID PRICING:		\$ 650,852

LIST OF RESPONDENTS

REQUEST FOR PROPOSAL NUMBER R306-23

LINCOLN AREA JANITORIAL SERVICES

Proposal Opening: September 06, 2023 at 3:00 P.M. CDT

Proposals were submitted by the following:

- **ATS FACILITY SERVICES**
- **SERVICEMASTER PBM OF LINCOLN**

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

ALL OR NONE

FIRM: ServiceMaster PBM Of Lincoln

Refer to Attachment A for building statistics, including cleanable square footage. Proposal pricing shall consist of the following:

- a. Bid price shall be a **monthly base cost** per NDOT facility for janitorial services as specified in RFP #R306-23 for: **core duties and site specific duties completed daily, nightly, weekly and monthly**.
- b. Bid price shall be a unit cost per occurrence for additional core or site specific duties completed on a **bi-weekly, quarterly, semi-annually and annually basis**.
- c. Optional bid line items as listed below and as specified in RFP #R306-23. **Optional bid prices will not be evaluated.**

Line Item	Building # and Name	Monthly Base Cost		One (1) Year Annual Cost
1	#00201-Central Office Building: Nightly, Daily, Weekly, and Monthly Core Duties	\$ 23,650	x 12 mo. =	\$ 283,800
2	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	360	x 26 bi-weekly =	9,360
3	Quarterly Nightly Core Duties:	Cost Per Occurrence		
a.	Clean all marble and tile wall surfaces with appropriate cleaner	\$ 600	x 3 times a year =	\$ 1,800
4	Semi-Annual Nightly Core Duties:	Cost Per Occurrence		
a	Hot water extraction clean all carpeted areas including all entrance mats	\$ 5,662	x 2 times a year =	\$ 11,324
5	Annual Nightly Core Duties:	Cost Per Occurrence		
a	Strip and Re-apply new finish to hard surface floors	\$ 4,540	x 1 time a year =	\$ 4,540
b	Clean all interior and exterior glass including transoms	\$ 1,000	x 1 time a year =	\$ 1,000
c	Clean both sides of the interior magnetic storm windows with a non-abrasive window cleaner	\$ 300	x 1 time a year =	\$ 300
6	Optional Bid	UOM		Unit Cost
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:		\$ 0.065/mo

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$ 32
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$ 65
Line Item	Building # and Name	Monthly Base Cost	One Year (1) Annual Cost
7	#00202-Nebraska Department of Transportation Building: Daily, Nightly, Weekly, and Monthly Core Duties	\$ 3,700	x 12 mo. = \$ 44,400
8	Bi-Weekly Night time Core Duties:	Cost Per Occurrence	
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	120	x 26 bi-weekly = 3,120
9	Quarterly Nightly Core Duties:	Cost Per Occurrence	
a	Clean all tile wall surfaces with appropriate cleaner	\$ 300	x 3 times a year = \$ 900
10	Semi-Annual Nightly Core Duties:	Cost Per Occurrence	
a	Hot water extraction clean all carpeted areas including all area mats	\$ 1,167	x 2 times a year = \$ 2,334
11	Annual Nightly Core Duties:	Cost Per Occurrence	
a	Strip and Re-apply new finish to hard surface floors	\$ 1,240	x 1 time a year = \$ 1,240
b	Clean all interior and exterior glass including transoms. Clean blinds in between the glazing panels of windows and remove the interior glazing panels and cleaned on both sides. Clean interior screens	\$ 500	x 1 time a year = \$ 500
12	Optional Bid	UOM	Unit Cost
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$ 0.065/mo
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	Type text here \$ 32

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$ 65	
Line Item	Building # and Name	Monthly Base Cost		One (1) Year Annual Cost
13	#00203-Materials and Research (M&R) Building: Nightly, Weekly, and Monthly Duties	\$ 4,070	x 12 mo. =	\$ 48,840
14	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	120	x 26 bi-weekly =	3,120
15	Quarterly Nightly Core Duties:	Cost Per Occurrence	x 3 times a year =	Year One (1) Annual Cost
a	Clean all tile wall surfaces with appropriate cleaner	\$ 100		\$ 300
16	Semi-Annual Nightly Core Duties:	Cost Per Occurrence	x 2 times a year =	Year One (1) Annual Cost
a	Hot water extraction clean all carpeted areas including all area mats	\$ 1,450		\$ 2,900
17	Annual Nightly Core Duties:	Cost Per Occurrence	x 1 time a year =	Year One (1) Annual Cost
a	Strip and Re-apply new finish to hard surface floors	\$ 3,760		\$ 3,760
b	Clean all interior and exterior glass including transoms. Clean blinds in between the glazing panels of windows and remove the interior glazing panels and cleaned on both sides. Clean interior screens	\$ 950	x 1 time a year =	\$ 950
18	Optional Bid	UOM		Unit Cost
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:		\$ 0.065/mo
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$ 32	Type text here

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$ 65	
Line Item	Building # and Name	Monthly Base Cost	x 12 mo. =	Year One (1) Annual Cost
19	#00101-Operations: Nightly, Weekly, and Monthly Duties	\$ 4,015		\$ 48,180
20	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	360	x 26 bi-weekly =	9,360
21	Quarterly Nightly Core Duties:	Cost Per Occurrence	x 3 times a year =	
a	Clean all tile wall surfaces with appropriate cleaner	\$ 100		\$ 300
22	Semi-Annual Nightly Core Duties:	Cost Per Occurrence	x 2 times a year =	
a	Hot water extraction clean all carpeted areas including all area mats	\$ 125		\$ 250
23	Annual Nightly Core Duties:	Cost Per Occurrence	x 1 time a year =	
a	Strip and Re-apply new finish to hard surface floors	\$ 3,300		\$ 3,300
b	Clean all interior and exterior glass including transoms	\$ 600	x 1 time a year =	\$ 600
c	Wash all high bay shop light fixture lens in the Fleet Shop	\$ 450	x 1 time a year =	\$ 450
24	Optional Bid	UOM	Unit Cost	
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$ 0.065/mo	
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	Type text here	
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$ 65	
Line Item	Building # and Name	Monthly Base Cost		Year One (1) Annual Cost

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

25	#00102-Weld Shop Building: Nightly, Weekly, and Monthly Duties	\$ 330	x 12 mo. =	\$ 3,960
26	Semi-Annual Core Duties:	Cost Per Occurrence		Type text here
a	Hot Water Extraction clean all carpeted areas including all area mats	\$ 85	x 2 times a year =	\$ 170
27	Annual Core Duties:	Cost Per Occurrence	x1 time a year =	Type text here
a	Clean all interior and exterior glass including transoms	\$ 50		\$ 50
28	Optional Bid	UOM		Unit Cost
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:		\$ 0.065/mo
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:		\$ 32
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:		\$ 65
Line Item	Building # and Name	Monthly Base Cost		Year One (1) Annual Cost
29	#00103-Electronic-Traffic Counter Shop: Nightly, Weekly, and Monthly Duties	\$ 660	x 12 mo. =	\$ 7,920
30	Semi-Annual Core Duties:	Cost Per Occurrence		
a	Hot water extraction clean all carpeted areas including all area mats	\$ 85	x 2 times a year =	170
31	Annual Core Duties:	Cost Per Occurrence	x 1 time a year =	
a	Clean all interior and exterior glass including transoms	\$ 50		\$ 50
32	Optional Bid	UOM		Unit Cost
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:		\$ 0.065/mo
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:		\$ 32

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$ 65	
Line Item	Building # and Name	Monthly Base Cost	x 12 mo. =	Year One (1) Annual Cost
33	#00110-Groundskeeper Shop: Nightly, Weekly, and Monthly Duties	\$ 836		\$ 10,032
34	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	60	x 26 bi-weekly =	1,560
35	Semi-Annual Core Duties:	Cost Per Occurrence	x 2 times a year =	\$ 170
a	Hot water extraction clean all carpeted areas including all area mats	\$ 85		
36	Annual Core Duties:	Cost Per Occurrence	x 1 time a year =	
a	Clean all interior and exterior glass including transoms	\$ 60		\$ 60
37	Optional Bid	UOM	Unit Cost	
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$ 0.065/mo	
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$ 32	
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$ 65	
Line Item	Building # and Name	Monthly Base Cost	x 12 mo. =	Year One (1) Annual Cost
38	#00111-Bridge Inspection Building: Nightly, Weekly, and Monthly Duties	\$ 660		\$ 7,920
39	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	60	x 26 bi-weekly =	1,560
40	Semi-Annual Core Duties:	Cost Per Occurrence		

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

a	Hot water extraction clean all carpeted areas including all area mats	\$ 85	x 2 times a year =	\$ 170
41	Annual Core Duties:	Cost Per Occurrence	x 1 time a year	
a	Clean all interior and exterior glass including transoms	\$ 60	=	\$ 60
42	Optional Bid	UOM	Unit Cost	
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:		\$ 0.065/mo
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:		\$ 32
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:		\$ 65
Line Item	Building # and Name	Monthly Base Cost		Year One (1) Annual Cost
43	#00113-Engineering Field Office : Nightly, Weekly, and Monthly Duties	\$ 660	x 12 mo. =	\$ 7,920
44	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	60	x 26 bi-weekly =	1,560
45	Semi-Annual Core Duties:	Cost Per Occurrence		
a	Hot water extraction clean all carpeted areas including all area mats	\$ 304	x 2 times a year =	\$ 608
46	Annual Core Duties:	Cost Per Occurrence	x 1 time a year	Type text here
a	Strip and Re-apply new finish to hard surface floors	\$ 140	=	\$ 140
b	Clean all interior and exterior glass including transoms	\$ 60	x 1 time a year =	\$ 60
47	Optional Bid	UOM	Unit Cost	
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:		\$ 0.065/mo
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:		\$ 32

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$ 65	
Line Item	Building # and Name	Monthly Base Cost		Year One (1) Annual Cost
48	#10101-District One Shop and Office Building: Nightly, Weekly, and Monthly Duties	\$ 4,658	x 12 mo. =	\$ 55,896
49	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	120	x 26 bi-weekly =	3,120
50	Semi-Annual Core Duties:	Cost Per Occurrence		
a	Hot water extraction clean all carpeted areas including all area mats	\$ 320	x 2 times a year =	\$ 640
b	Clean all transoms, interior, and exterior windows including the windows in the shop area	\$ 400	x 2 times a year =	\$ 800
51	Annual Core Duties:	Cost Per Occurrence		
a	Strip and Re-apply new finish to hard surface floors including the hard surface floors in the main building and offices in the shop	\$ 4,515	x 1 time a year =	\$ 4,515
52	Optional Bid	UOM	Unit Cost	
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$ 0.065/mo	
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$ 32	
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$ 65	
53	Building # and Name	Monthly Base Cost		Year One (1) Annual Cost
	#10201-Salt Valley Maintenance Shop and Office Building: Nightly, Weekly, and Monthly Duties	\$ 170	X 12 mo. =	\$ 2,040
54	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	60	x 26 bi-weekly =	1,560
55	Semi-Annual Core Duties:	Cost Per Occurrence		
a	Clean all transoms, interior, and exterior windows including the windows in the shop area	\$ 60	x 2 times a year =	\$ 120
b	Hot water extraction clean all carpeted areas including all area mats	\$ 85	x 2 times a year =	\$ 170
56	Annual Core Duties:	Cost Per Occurrence		
a	Strip and Re-apply new finish to hard surface floors including the hard surface floors in the offices in the shop	\$ 360	x 1 time a year =	\$ 360
57	Optional Bid	UOM		Unit Cost
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:		\$ 0.065/mo
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:		\$ 32
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:		\$ 65
Line Item	Building # and Name	Monthly Base Cost		Year One (1) Annual Cost
58	#15701-Eastbound I-80 Scale Office: Thrice-Weekly, Weekly, and Monthly Duties	\$ 453	x 12 mo. =	\$ 5,436
59	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	60	x 26 bi-weekly =	1,560
60	Quarterly Core Duties:	Cost Per Occurrence		
a	Power wash deck and pit in the inspection bay	\$ 200	x 3 times a year =	\$ 600
61	Annual Core Duties:	Cost Per Occurrence		
a	Strip and Re-apply new finish to hard surface floors	\$ 320	x 1 time a year =	\$ 320

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

b	Clean all interior and exterior glass including transoms	\$ 60	x 1 time a year =	\$ 60
62	Optional Bid	UOM		Unit Cost
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:		\$ 0.065/mo
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$ 32	
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$ 65	
Line Item	Building # and Name	Monthly Base Cost		Year One (1) Annual Cost
63	#15801-Westbound I-80 Scale Office: Thrice-Weekly, Weekly, and Monthly Duties	\$ 453	x 12 mo. =	\$ 5,436
64	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	60	x 26 bi-weekly =	1,560
65	Quarterly Core Duties:	Cost Per Occurrence		
a	Power wash deck and pit in the inspection bay	\$ 200	x 3 times a year =	\$ 600
66	Annual Core Duties:	Cost Per Occurrence	x 1 time a year	
a	Strip and Re-apply new finish to hard surface floors	\$ 320	=	\$ 320
b	Clean all interior and exterior glass including transoms	\$ 60	x 1 time a year =	\$ 60
67	Optional Bid	UOM		Unit Cost
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:		\$ 0.065/mo
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$ 32	
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$ 65	

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

Line Item	Building # and Name	Monthly Base Cost	x 12 mo. =	Year One (1) Annual Cost
68	#15601-Waverly State Office: Weekly, and Monthly Duties	\$ 453		\$ 5,436
69	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	60	x 26 bi-weekly =	1,560
70	Quarterly Core Duties:	Cost Per Occurrence	x 3 times a year =	\$ 600
a	Power wash deck and pit in the inspection bay	\$ 200		
71	Annual Core Duties:	Cost Per Occurrence	x 1 time a year =	\$ 320
a	Strip and Re-apply new finish to hard surface floors	\$ 320		
b	Clean all interior and exterior glass including transoms	\$ 60	x 1 time a year =	\$ 60
72	Optional Bid	UOM		Unit Cost
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:		\$ 0.065/mo
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:		\$ 32
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:		\$ 65
	TOTAL ANNUAL COST, NOT INCLUDING OPTIONAL BID PRICING:			\$ 624,217

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

FIRM: ATS Facility Services

Refer to Attachment A for building statistics, including cleanable square footage. Proposal pricing shall consist of the following:

- a. Bid price shall be a **monthly base cost** per NDOT facility for janitorial services as specified in RFP #R306-23 for: **core duties and site specific duties completed daily, nightly, weekly and monthly**.
- b. Bid price shall be a unit cost per occurrence for additional core or site specific duties completed on a **bi-weekly, quarterly, semi-annually and annually basis**.
- c. Optional bid line items as listed below and as specified in RFP #R306-23. **Optional bid prices will not be evaluated.**

Line Item	Building # and Name	Monthly Base Cost		One (1) Year Annual Cost	
				x 12 mo. =	
1	#00201-Central Office Building: Nightly, Daily, Weekly, and Monthly Core Duties	\$ 19,990		\$ 239,880	
2	Bi-Weekly Night time Core Duties:	Cost Per Occurrence			
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	151	x 26 bi-weekly =	3,926	
3	Quarterly Nightly Core Duties:	Cost Per Occurrence	x 3 times a year =		
a.	Clean all marble and tile wall surfaces with appropriate cleaner	\$ 869		\$ 2,607	
4	Semi-Annual Nightly Core Duties:	Cost Per Occurrence	x 2 times a year =		
a	Hot water extraction clean all carpeted areas including all entrance mats	\$ 6,252		\$ 12,504	
5	Annual Nightly Core Duties:	Cost Per Occurrence	x 1 time a year =		
a	Strip and Re-apply new finish to hard surface floors	\$ 5,210		\$ 5,210	
b	Clean all interior and exterior glass including transoms	\$ 1,302	x 1 time a year =	\$ 1,302	
c	Clean both sides of the interior magnetic storm windows with a non-abrasive window cleaner	\$ 521	x 1 time a year =	\$ 521	
6	Optional Bid	UOM	Unit Cost		
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$	2.48	

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$ 21
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$ 31.50
Line Item	Building # and Name	Monthly Base Cost	One Year (1) Annual Cost
7	#00202-Nebraska Department of Transportation Building: Daily, Nightly, Weekly, and Monthly Core Duties	\$ 5,111	x 12 mo. = \$ 61,332
8	Bi-Weekly Night time Core Duties:	Cost Per Occurrence	
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	40	x 26 bi-weekly = 1,040
9	Quarterly Nightly Core Duties:	Cost Per Occurrence	
a	Clean all tile wall surfaces with appropriate cleaner	\$ 227	x 3 times a year = \$ 681
10	Semi-Annual Nightly Core Duties:	Cost Per Occurrence	
a	Hot water extraction clean all carpeted areas including all area mats	\$ 1,636	x 2 times a year = \$ 3,272
11	Annual Nightly Core Duties:	Cost Per Occurrence	
a	Strip and Re-apply new finish to hard surface floors	\$ 1,363	x 1 time a year = \$ 1,363
b	Clean all interior and exterior glass including transoms. Clean blinds in between the glazing panels of windows and remove the interior glazing panels and cleaned on both sides. Clean interior screens	\$ 477	x 1 time a year = \$ 477
12	Optional Bid	UOM	Unit Cost
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$ 2.75
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$ 21

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	31.50	\$
Line Item	Building # and Name	Monthly Base Cost		One (1) Year Annual Cost
13	#00203-Materials and Research (M&R) Building: Nightly, Weekly, and Monthly Duties	\$ 9,791	x 12 mo. =	\$ 117,492
14	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	76	x 26 bi-weekly =	1,976
15	Quarterly Nightly Core Duties:	Cost Per Occurrence		Year One (1) Annual Cost
a	Clean all tile wall surfaces with appropriate cleaner	\$ 435	x 3 times a year =	\$ 1,305
16	Semi-Annual Nightly Core Duties:	Cost Per Occurrence		Year One (1) Annual Cost
a	Hot water extraction clean all carpeted areas including all area mats	\$ 3,133	x 2 times a year =	\$ 6,266
17	Annual Nightly Core Duties:	Cost Per Occurrence		Year One (1) Annual Cost
a	Strip and Re-apply new finish to hard surface floors	\$ 2,611	x 1 time a year =	\$ 2,611
b	Clean all interior and exterior glass including transoms. Clean blinds in between the glazing panels of windows and remove the interior glazing panels and cleaned on both sides. Clean interior screens	\$ 914	x 1 time a year =	\$ 914
18	Optional Bid	UOM	Unit Cost	
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$ 2.75	
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$ 21	

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$ 31.50
Line Item	Building # and Name	Monthly Base Cost	
19	#00101-Operations: Nightly, Weekly, and Monthly Duties	\$ 4,821	x 12 mo. = \$ 57,852
20	Bi-Weekly Night time Core Duties:	Cost Per Occurrence	
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	37	x 26 bi-weekly = 962
21	Quarterly Nightly Core Duties:	Cost Per Occurrence	x 3 times a year =
a	Clean all tile wall surfaces with appropriate cleaner	\$ 214	\$ 642
22	Semi-Annual Nightly Core Duties:	Cost Per Occurrence	x 2 times a year =
a	Hot water extraction clean all carpeted areas including all area mats	\$ 1,543	\$ 3,086
23	Annual Nightly Core Duties:	Cost Per Occurrence	x 1 time a year =
a	Strip and Re-apply new finish to hard surface floors	\$ 1,286	\$ 1,286
b	Clean all interior and exterior glass including transoms	\$ 321	x 1 time a year = \$ 321
c	Wash all high bay shop light fixture lens in the Fleet Shop	\$ 129	x 1 time a year = \$ 129
24	Optional Bid	UOM	Unit Cost
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$ 2.75
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$ 21
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$ 31.50
Line Item	Building # and Name	Monthly Base Cost	Year One (1) Annual Cost

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

25	#00102-Weld Shop Building: Nightly, Weekly, and Monthly Duties	\$ 421	x 12 mo. =	\$ 5,052
26	Semi-Annual Core Duties:	Cost Per Occurrence	x 2 times a year =	\$ 336
a	Hot Water Extraction clean all carpeted areas including all area mats	\$ 168		
27	Annual Core Duties:	Cost Per Occurrence	x1 time a year =	\$ 225
a	Clean all interior and exterior glass including transoms	\$ 225		
28	Optional Bid	UOM	Unit Cost	
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$ 2.75	
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$ 21	
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$ 31.50	
Line Item	Building # and Name	Monthly Base Cost	x 12 mo. =	Year One (1) Annual Cost
29	#00103-Electronic-Traffic Counter Shop: Nightly, Weekly, and Monthly Duties	\$ 839		\$ 10,068
30	Semi-Annual Core Duties:	Cost Per Occurrence	x 2 times a year =	\$ 672
a	Hot water extraction clean all carpeted areas including all area mats	\$ 336		
31	Annual Core Duties:	Cost Per Occurrence	x 1 time a year =	\$ 448
a	Clean all interior and exterior glass including transoms	\$ 448		
32	Optional Bid	UOM	Unit Cost	
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$ 2.75	
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$ 21	

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$ 31.50	
Line Item	Building # and Name	Monthly Base Cost	x 12 mo. =	Year One (1) Annual Cost
33	#00110-Groundskeeper Shop: Nightly, Weekly, and Monthly Duties	\$ 1,031	\$ 12,372	
34	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	6	x 26 bi-weekly =	156
35	Semi-Annual Core Duties:	Cost Per Occurrence	x 2 times a year =	\$ 688
a	Hot water extraction clean all carpeted areas including all area mats	\$ 344		
36	Annual Core Duties:	Cost Per Occurrence	x 1 time a year =	\$ 550
a	Clean all interior and exterior glass including transoms	\$ 550		
37	Optional Bid	UOM	Unit Cost	
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$ 2.75	
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$ 21	
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$ 31.50	
Line Item	Building # and Name	Monthly Base Cost	x 12 mo. =	Year One (1) Annual Cost
38	#00111-Bridge Inspection Building: Nightly, Weekly, and Monthly Duties	\$ 900	\$ 10,800	
39	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	5	x 26 bi-weekly =	130
40	Semi-Annual Core Duties:	Cost Per Occurrence		

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

a	Hot water extraction clean all carpeted areas including all area mats	\$ 300	x 2 times a year =	\$ 600
41	Annual Core Duties:	Cost Per Occurrence	x 1 time a year	
a	Clean all interior and exterior glass including transoms	\$ 480	=	\$ 480
42	Optional Bid	UOM	Unit Cost	
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$ 2.75	
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$ 21	
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$ 31.50	
Line Item	Building # and Name	Monthly Base Cost		Year One (1) Annual Cost
43	#00113-Engineering Field Office : Nightly, Weekly, and Monthly Duties	\$ 847	x 12 mo. =	\$ 10,164
44	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	5	x 26 bi-weekly =	130
45	Semi-Annual Core Duties:	Cost Per Occurrence		
a	Hot water extraction clean all carpeted areas including all area mats	\$ 283	x 2 times a year =	\$ 566
46	Annual Core Duties:	Cost Per Occurrence	x 1 time a year	
a	Strip and Re-apply new finish to hard surface floors	\$ 340	=	\$ 340
b	Clean all interior and exterior glass including transoms	\$ 130	x 1 time a year =	\$ 130
47	Optional Bid	UOM	Unit Cost	
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$ 2.75	
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$ 21	

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$ 31.50		
Line Item	Building # and Name	Monthly Base Cost	x 12 mo. =	Year One (1) Annual Cost	
48	#10101-District One Shop and Office Building: Nightly, Weekly, and Monthly Duties	\$ 4,005		\$ 48,060	
49	Bi-Weekly Night time Core Duties:	Cost Per Occurrence			
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	21	x 26 bi-weekly =	546	
50	Semi-Annual Core Duties:	Cost Per Occurrence	x 2 times a year =	\$ 2,670	
a	Hot water extraction clean all carpeted areas including all area mats	\$ 1,335			
b	Clean all transoms, interior, and exterior windows including the windows in the shop area	\$ 267	x 2 times a year =	\$ 534	
51	Annual Core Duties:	Cost Per Occurrence	x 1 time a year =	\$ 1,602	
a	Strip and Re-apply new finish to hard surface floors including the hard surface floors in the main building and offices in the shop	\$ 1,602			
52	Optional Bid	UOM	Unit Cost		
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$ 2.75		
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$ 21		
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$ 31.50		
53	Building # and Name	Monthly Base Cost	X 12 mo. =	Year One (1) Annual Cost	
	#10201-Salt Valley Maintenance Shop and Office Building: Nightly, Weekly, and Monthly Duties	\$ 248		\$ 2,976	
54	Bi-Weekly Night time Core Duties:	Cost Per Occurrence			

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	2	x 26 bi-weekly =	52
55	Semi-Annual Core Duties:	Cost Per Occurrence		
a	Clean all transoms, interior, and exterior windows including the windows in the shop area	\$ 30	x 2 times a year =	\$ 60
b	Hot water extraction clean all carpeted areas including all area mats	\$ 83	x 2 times a year =	\$ 166
56	Annual Core Duties:	Cost Per Occurrence		
a	Strip and Re-apply new finish to hard surface floors including the hard surface floors in the offices in the shop	\$ 132	x 1 time a year =	\$ 132
57	Optional Bid	UOM		Unit Cost
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$ 2.75	
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$ 21	
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$ 31.50	
Line Item	Building # and Name	Monthly Base Cost		Year One (1) Annual Cost
58	#15701-Eastbound I-80 Scale Office: Thrice-Weekly, Weekly, and Monthly Duties	\$ 290	x 12 mo. =	\$ 3,480
59	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	3	x 26 bi-weekly =	78
60	Quarterly Core Duties:	Cost Per Occurrence		
a	Power wash deck and pit in the inspection bay	\$ 20	x 3 times a year =	\$ 60
61	Annual Core Duties:	Cost Per Occurrence		
a	Strip and Re-apply new finish to hard surface floors	\$ 193	x 1 time a year =	\$ 193

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

b	Clean all interior and exterior glass including transoms	\$ 81	x 1 time a year =	\$ 81
62	Optional Bid	UOM		Unit Cost
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$ 2.75	
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$ 21	
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$ 31.50	
Line Item	Building # and Name	Monthly Base Cost		Year One (1) Annual Cost
63	#15801-Westbound I-80 Scale Office: Thrice-Weekly, Weekly, and Monthly Duties	\$ 338	x 12 mo. =	\$ 4,056
64	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	3	x 26 bi-weekly =	78
65	Quarterly Core Duties:	Cost Per Occurrence		
a	Power wash deck and pit in the inspection bay	\$ 25	x 3 times a year =	\$ 75
66	Annual Core Duties:	Cost Per Occurrence		
a	Strip and Re-apply new finish to hard surface floors	\$ 225	x 1 time a year =	\$ 225
b	Clean all interior and exterior glass including transoms	\$ 90	x 1 time a year =	\$ 90
67	Optional Bid	UOM		Unit Cost
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:	\$ 2.75	
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:	\$ 21	
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:	\$ 31.50	

NEBRASKA DEPARTMENT OF TRANSPORTATION
ATTACHMENT B
COST PROPOSAL BID SHEET
RFP #R306-23

Line Item	Building # and Name	Monthly Base Cost	x 12 mo. =	Year One (1) Annual Cost
68	#15601-Waverly Scale Office: Weekly, and Monthly Duties	\$ 207		\$ 2,484
69	Bi-Weekly Night time Core Duties:	Cost Per Occurrence		
	Mechanically buff/burnish all hard floor surfaces, in order to remove scuff marks and maintain a glossy finish	2	x 26 bi-weekly =	52
70	Quarterly Core Duties:	Cost Per Occurrence	x 3 times a year =	\$ 45
a	Power wash deck and pit in the inspection bay	\$ 15		
71	Annual Core Duties:	Cost Per Occurrence	x 1 time a year =	\$ 138
a	Strip and Re-apply new finish to hard surface floors	\$ 138		
b	Clean all interior and exterior glass including transoms	\$ 55	x 1 time a year =	\$ 55
72	Optional Bid	UOM		Unit Cost
a	Cost per square foot for the purpose of adding or deleting square footage	Price Per Square Foot:		\$ 2.75
b	Extra cleaning duties outside of the scheduled work as requested by the Facility Maintenance Manager or designated State representative	Hourly Rate Per Custodian:		\$ 21
c	On-call, emergency clean-up outside of the regular schedule including holidays and weekends, with a response within four (4) hours	Hourly Rate Per Custodian:		\$ 31.50
		TOTAL ANNUAL COST, NOT INCLUDING OPTIONAL BID PRICING:		\$ 650,852

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Tom Renninger tom.renninger@nebraska.gov Operations Division Manager Security Level: Email, Account Authentication (None)	 Signed by: Tom Renninger 92D50AF8C771444...	Sent: 9/4/2025 8:05:42 AM Viewed: 9/4/2025 11:08:19 AM Signed: 9/11/2025 7:25:34 AM

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Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	9/4/2025 8:05:42 AM
Certified Delivered	Security Checked	9/4/2025 11:08:19 AM
Signing Complete	Security Checked	9/11/2025 7:25:34 AM
Completed	Security Checked	9/11/2025 7:25:34 AM
Payment Events	Status	Timestamps
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CONSENT DISCLOSURE

Checking the 'I Agree' box signifies that you agree to be bound by the terms of the Contract/Agreement you electronically sign and submit to NDOT.

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 Document Pages: 171 Signatures: 2 Envelope Originator:
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Rita Kucera rita.kucera@nebraska.gov NDOT Materiel Administrator Security Level: Email, Account Authentication (None)	 Signed by: Rita Kucera <small>97519D62FFCF460...</small>	Sent: 1/23/2026 11:48:57 AM Viewed: 1/23/2026 12:52:08 PM Signed: 1/23/2026 12:52:29 PM
	Signature Adoption: Pre-selected Style Using IP Address: 164.119.5.222	

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Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	1/23/2026 11:48:57 AM
Certified Delivered	Security Checked	1/23/2026 12:52:08 PM
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Payment Events	Status	Timestamps