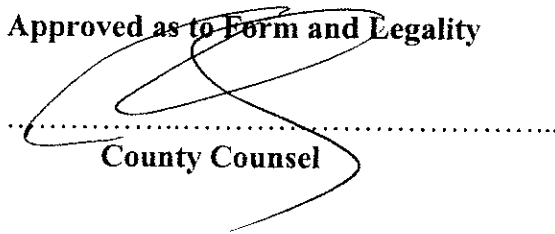


CONTRACT AWARD	
AB2019-15 JANITORIAL SERVICES AT THE COUNTY OF MERCER VETERAN'S HOME AND MERCER	
BID DATE OPENING: MAY 8, 2019	
CONTRACT TERM: JULY 22, 2019 THROUGH JULY 21, 2021	RES. NO. 2019-338
NAME OF BIDDER	CNS CLEANING CO., INC.
ADDRESS	501 CAMBRIA AVENUE, SUITE 131
CITY, STATE, ZIP	BENSALEM, PA 19020-7213
CONTACT	AUDREY SMITH
TELEPHONE	856 488 8883
FAX	856 488 5538
E-MAIL	CNSCLEANINGCO@AOL.COM
WITHIN A 30 MINUTE COMMUTE FROM THE COUNTY FACILITIES	30 MINS
COUNTY CONNECTION:	
YEAR ONE COST PER MONTH	\$ 575.00
COST PER YEAR ONE	\$ 6,900.00
YEAR TWO COST PER MONTH	\$ 575.00
COST PER YEAR TWO	\$ 6,900.00
TOTAL COST TWO YEARS	\$ 13,800.00
COST PER HOUR FOR ADDITIONAL SERVICES	\$ 16.00
VETERANS HOME	
YEAR ONE COST PER MONTH	\$ 305.00
COST PER YEAR ONE	\$ 3,660.00
YEAR TWO COST PER MONTH	\$ 305.00
COST PER YEAR TWO	\$ 3,660.00
TOTAL COST TWO YEARS	\$ 7,320.00
COST PER HOUR FOR ADDITIONAL SERVICES	\$ 16.00
COST FOR 1ST FLOOR APARTMENT	\$ 145.00
COST FOR 2ND FLOOR APARTMENT	\$ 145.00
HOLD PRICING IF NOT AWARDED IN 60 DAYS	YES
EXCEPTIONS	NONE
FATAL FLAW	NO

Approved as to Form and Legality

Date



 County Counsel

..... July 18, 2019

AWARD OF BID RECEIVED MAY 8, 2019 TO CNS CLEANING CO., INC., FOR JANITORIAL SERVICES AT THE MERCER COUNTY VETERAN'S HOME AND THE MERCER COUNTY CONNECTION CENTER. AMOUNT NOT TO EXCEED: \$21,120.00 (MERCER COUNTY VETERAN'S HOME - \$7,320.00; MERCER COUNTY CONNECTION CENTER - \$13,800.00) (PLUS HOURLY RATE OF \$16.00 FOR UNSPECIFIED SERVICES REQUIRED). PERIOD: JULY 22, 2019 THROUGH JULY 21, 2021 (AB2019-15)

WHEREAS, the Mercer County Purchasing Agent has advertised for bids for janitorial services at the Mercer County Veteran's Home and the Mercer County Connection Center, through bid terms and specifications, as provided by law; and,

WHEREAS, five (5) separate sealed bids were received on May 8, 2019 in connection with the aforementioned services; and,

WHEREAS, the bidder hereinafter designated is the lowest qualified bidder; and,

.....
 Clerk to the Board

RECORD OF VOTE													
FREEHOLDER	Aye	Nay	N.V.	Abs.	Res.	Sec.	FREEHOLDER	Aye	Nay	N.V.	Abs.	Res.	Sec.
Cannon	X				✓		Melker				X		
Colavita	X					✓	Walter	X					
Frisby				X			Cimino	X					
Koontz	X												
X—Indicates Vote Abs.—Absent N.V.—Not Voting Res.—Resolution Moved Sec.—Resolution Seconded													

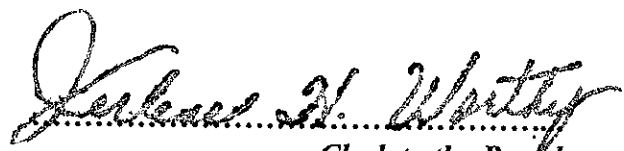
-2-

WHEREAS, the bid of CNS Cleaning Co., Inc. 501 Cambria Avenue, Suite 131, Bensalem, PA 19020-7213, shall be awarded for the period of July 22, 2019 to July 21, 2021, in an amount not to exceed \$21,120.00 (Mercer County Veteran's Home - \$7,320.00; Mercer County Connection Center - \$13,800.00) (plus hourly rate of \$16.00 for unspecified services required); and,

WHEREAS, the Chief Financial Officer of Mercer County has certified in writing the availability of funds for the purposes set forth in this Resolution, said certification is on file with the Clerk to the Board and funds are contingent upon the inclusion in and the adoption of the 2019, 2020 and 2021 Mercer County Budget; now, therefore,

BE IT RESOLVED, that the County Executive and Clerk to the Board be and are hereby authorized to execute said contract when presented in a form approved by County Counsel; and,

BE IT FURTHER RESOLVED, that the Clerk to the Board shall forward a copy of this Resolution to the Mercer County Veteran's Home, the Mercer County Connection Center and the Purchasing Department for further distribution.


Clerk to the Board

**SPECIFICATIONS FOR JANITORIAL SERVICES
AT THE COUNTY OF MERCER VETERAN'S HOME AND
MERCER COUNTY CONNECTION CENTER FOR A PERIOD OF TWO (2) YEARS**

The County of Mercer requests bids for janitorial services at the Mercer County Veteran's Home located at 2280 Hamilton Avenue, Hamilton, New Jersey 08619 and the Mercer County Connection Center located at 957 Route 33, Suite No. 6, Hamilton Square, New Jersey 08690. Prior to submission of bid, prospective bidders may visit the Veteran's Home and Mercer County Connection. The County reserves the right to award a contract for each facility based upon the total amount for the two year period at each facility. Bidders must have five (5) years verifiable experience in providing commercial janitorial services. Bidders shall provide three (3) references. Bidders shall be located within a thirty (30) minute commute from the County facilities.

SITE VISIT:

MERCER COUNTY CONNECTION

957 ROUTE 33 SUITE #6

HAMILTON SQUARE, NEW JERSEY 08690

CONTACT PERSON: KAYRA MELVIN LEWIS (609) 890-9800 (CONTACT FOR SITE VISIT)

COUNTY OF MERCER VETERAN'S HOME

2280 HAMILTON AVENUE

TRENTON, NEW JERSEY 08619

CONTACT PERSON: EDWARD PATTIK (609) 989-6858 (CONTACT FOR SITE VISIT)

The Veteran's Home is approximately 4,500 square feet. The County Connection is approximately 2,100 square feet. Please refer to the County Connection floor plan on page 51 of the specifications.

The Contractor shall be responsible to provide all labor, equipment and cleaning supplies. Cleaning services shall be performed as referenced in the specifications; however the County reserves the right to modify the schedule as required. Vendors shall provide an hourly rate for unspecified cleaning. The hourly rate shall be inclusive of all labor, equipment and materials. The Contractor shall restock County soap, towels, and toilet tissue provided in all bathrooms from the County stock room. **The awarded contractor shall supply paper towels for two bathroom dispensers at the County Connection Center.**

The contractor shall furnish all cleaning supplies (glass cleaner, disinfectant, polish, etc.); operational materials and equipment (buffer, brooms, vacuum cleaners, mops, trash liners, buckets, etc.); and shall supply all labor. The contractor is responsible for supervision of contractor employees, and for performing service requirements and specifications at the frequency specified. Housekeepers are required to sign in and out at a centralized location at each facility on a sign-in sheet provided by the County. The awarded contractor must perform a Criminal Background Check on each potential employee and provide reports to the County Designee.

If property damage resulting from contractors negligence has to be repaired and/or replaced by the county; the expense for such work will be deducted from the monies due the contractor. Cleaning must be performed prior to or after hours of operation at the County Connection. The hours of operation follows for the County Connection:

Monday, Wednesday, Friday 10:00 AM through 6:00 PM
Tuesday, Thursday 10:00 AM through 8:00 PM
Saturday 10:00 AM through 3:00 PM

BONDING OF EMPLOYEES

All Contractor employees are required to be bonded. Bonding shall be in the amount of \$25,000. The Bonding Company shall be authorized to do business in the State of New Jersey. Any and all fees for the Bonding of ALL Contractors' employees at County facilities are the responsibility of the Contractor.

**SPECIFICATIONS FOR JANITORIAL SERVICES
AT THE MERCER COUNTY CONNECTION CENTER**

- | | |
|---|------------------|
| 1. Clean and disinfect all fixtures, countertops, door handles, floors (including mopping) and all other areas in bathroom. Clean mirrors. ¹ | 6 x per week |
| 2. Vacuum all carpeted and non-carpeted floor areas. | 6 x per week |
| 3. Restock soap, and toilet tissue in bathrooms from County Connection Stock Room. Vendor to supply paper towels for two bathroom dispensers | 6 x per week |
| 4. Empty and clean all wastebaskets and cans. Replace with new liners as needed. Remove trash from premises and put in dumpster. All cardboard and paper trash, glass and plastic materials to be removed and put in recycle dumpsters. | 6 x per week |
| 5. Clean entrance glass door inside and out to remove fingerprints. | 6 x per week |
| 6. Clean three reception area tables, children's table and public computer desk to remove fingerprints and smudges. ² | 6 x per week |
| 7. Wash all interior and exterior windows. | 3 x per year |
| 8. Carpet shampooing ³ . | 3 x per year |
| 9. Clean all return and supply air grills. | 3 x per year |
| 10. Clean all staff desks, meeting room tables, and reception counter with appropriate liquid cleaner. Dust all furniture and mini-blinds ⁴ . | 1 x per week |
| 11. Mop kitchen and storage area. | 1 x per week |
| 12. Spray Buffing of all non-carpeted Floors. | 1 x per year |
| 13. Machine scrub, strip and wax all non-carpeted floors ⁵ . | 1 x per contract |
| 14. Janitorial closet to be kept in order. No standing water. Mop cleaned and disinfected. | |

SPECIFICATIONS FOR JANITORIAL SERVICES AT THE MERCER COUNTY CONNECTION CENTER

Wash water closets (including seats) inside and outside with a disinfectant detergent. No acid bowl cleaners to be used to remove build-up, Deo bowl or equal to be used. Seats are to be left in a raised position. Wash basins: Clean and wipe free of watermarks; no scouring powders are to be used. Damp wipe pipes under basins.

Dispensers: Restock/refill towel, tissue, and soap dispensers.

Glass cleaning: Mirrors, shelves, chrome fixtures to be polished with a glass cleaner.

Appropriate liquid cleaner to be used on surfaces. All table and chair bases are to be cleaned monthly.

3. The contractor shall safely and thoroughly clean carpet using a commercial rated vacuum machine whereby all foreign matter is removed. Carpets shall be shampooed either by using a wet or dry method strictly following the recommendations of Constantine Carpet Corporation or equivalent cleaning requirements. Wet method shall be with a completely synthetic detergent, meeting the highest commercial standards. The dry method shall meet the highest commercial standards of the carpet cleaning industry. All traces of dirt, grime, and soil shall be removed from carpets/rugs and there shall be no excessive shrinkage which affects appearance or durability.

Rugs and carpets shall be vacuumed after cleaning and shampooing with a wet/dry machine and there shall be no lingering or objectionable odor. Carpet under furniture as well as exposed carpet shall be cleaned. Contractor is responsible for moving furniture and brushing carpet to restore flattened pile. The contractor has full responsibility to correct any damages resulting from either the method of cleaning or faulty workmanship.

4. All office furniture (desks, wood bookcases, files, tables, phones) are to be dusted and polished/cleaned to remove fingerprints and other visible dirt. Dust all horizontal and vertical objects including window sills, mini-blinds and the tops of modular panels and files. Note: Paper on desks is not to be moved. Computers and TV's are not to be cleaned. Desk accessories can be moved to provide access to desk area.

5. "Waxing" - in the context of these specifications refers to a systematic procedure to assure optimum floor maintenance. Techniques that include the proper floor care products (i.e., strippers, finishers, sealers, cleaners, and maintaining products should be chemically compatible. It is a total system of matched floor care products that assures durability, wear resistance, scrub ability, and appearance for floor surfaces. (Example: Johnson complete system or equivalent.)

**SPECIFICATIONS FOR JANITORIAL SERVICES
AT THE MERCER COUNTY CONNECTION CENTER**

"Stripping" - in the context of these specifications is defined as the complete removal of all old wax including the areas under shelving, baseboards and bathroom fixtures. When the removal is complete, the floor should have a slightly dull, but over-all even appearance. Wax or mop water splashing; which may have accumulated on base/boards, lower edges of doors, door jams, are to be removed. (Care must be taken to prevent damage to painted surfaces). Proper removal of old wax or finish will require moving equipment which will be placed back in the original position upon completion.

"Scrubbing" - in the context of these specifications shall mean the removal of all foreign material from a floor by use of a cleaning solution of water and detergent and shall result in a surface free of dirt, heel marks, and residual cleaning solutions and films, then apply two (2) coats of floor finish.

Cleaning must be performed after or prior to hours of operation at the County Connection; however the contractor shall be responsible to furnish a "daytime" custodian during the regular hours of operation to provide emergency clean-ups, restocking of expendable restroom supplies, etc. and to assure sanitary conditions in restrooms. The Contractor shall provide an hourly rate as specified in the proposal page.

Contractor or representative must be available to meet with County Connection staff on-site to review cleaning, once every four months, if requested.

Contractor must have at least five years of commercial office cleaning experience.

Contractor's staff will be required to log in and out daily. A work schedule for non-daily services will be provided to the contractor at the start of the contract period. It will be posted in the janitorial closet. The contractor's staff must sign and date the schedule when work is completed.

COUNTY CONNECTION COST PROPOSAL PAGE

MERCER COUNTY CONNECTION

957 ROUTE 33 SUITE #6

HAMILTON SQUARE, NEW JERSEY 08690

CONTACT PERSON: KAYRA MELVIN LEWIS (609) 890-9800 (CONTACT FOR SITE VISIT)

DESCRIPTION

HOUSEKEEPING SERVICES FOR THE COUNTY CONNECTION FOR A PERIOD OF TWO YEARS

YEAR ONE

COST PER MONTH \$ _____

COST FOR YEAR ONE \$ _____

YEAR TWO

COST PER MONTH \$ _____

COST FOR YEAR TWO \$ _____

TOTAL COST FOR TWO YEARS \$ _____

TOTAL WRITTEN DOLLAR AMOUNT

ADDITIONAL SERVICES (IF REQUIRED)

HOURLY RATE FOR UNSPECIFIED SERVICES AS REQUIRED \$ _____
(ALL INCLUSIVE OF LABOR, EQUIPMENT AND CLEANING SUPPLIES)

**SPECIFICATIONS FOR JANITORIAL SERVICES
AT THE MERCER COUNTY VETERAN'S HOME**

- | | | |
|-----|---|--------------------------------|
| 1. | Sweep and mop all non-carpeted common floor areas (includes 2 nd floor apartment kitchen). | 1x per week |
| 2. | Vacuum all carpeted common floor area (includes 1 st & 2 nd floors and two offices) | 1x per week |
| 3. | Polish and dust all furniture in common areas. | 1x per week |
| 4. | Clean and disinfect all fixtures, countertops, floors and areas in the common bathrooms on 1 st & 2 nd floors. | 1x per week |
| 5. | Clean and disinfect all fixtures, countertops, floors, microwave, range, cabinets, in the first floor common kitchen & second floor apartment kitchen. | 1x per week |
| 6. | Restock soap, towels, and toilet tissue in common bathrooms from stock room. | 1x per week |
| 7. | Empty and clean all waste baskets and cans. Replace with new liners as needed. Remove trash from premises and put in dumpster. | 1x per week |
| 8. | Clean and remove finger marks from common area partitions, door panels, walls, interior glass, mirrors, etc. | 1x per week |
| 9. | Washing all interior and exterior windows, including wood trim on interior (includes 2 nd floor apartment). | 4x per year |
| 10. | Thorough washing of all common area light fixtures (includes light fixtures in two offices). | 2x per year |
| 11. | Machine stripping and refinishing of all common non-carpeted floors ³ (includes 2 nd floor apartment kitchen). | 2x per year
(Spring & Fall) |
| 12. | Carpet Shampooing of all common area carpeting ⁴ . | 2x per year
(Spring & Fall) |

**SPECIFICATIONS FOR JANITORIAL SERVICES
AT THE MERCER COUNTY VETERAN'S HOME**

Additional Services as needed for apartments:

- 1st Floor apartment:**
1. Clean and disinfect bathroom.
 2. Vacuum and shampoo all carpet areas.
 3. Wash all windows and sills.
 4. Dust all furniture in the room.
 5. Scrub bathroom floor and shower areas.
 6. Spot clean walls and baseboards.

- 2nd Floor apartment:** 1 through 6 above (1st floor apartment).

VETERAN'S HOME COST PROPOSAL PAGE

COUNTY OF MERCER VETERAN'S HOME
2280 HAMILTON AVENUE
TRENTON, NEW JERSEY 08619
CONTACT PERSON: EDWARD PATTIK (609) 989-6858 (CONTACT FOR SITE VISIT)

DESCRIPTION

HOUSEKEEPING SERVICES FOR THE COUNTY OF MERCER VETERAN'S HOME FOR A PERIOD OF TWO (2) YEARS

YEAR ONE

COST PER MONTH \$ _____

COST FOR YEAR ONE \$ _____

YEAR TWO

COST PER MONTH \$ _____

COST FOR YEAR TWO \$ _____

TOTAL COST FOR TWO YEARS \$ _____

TOTAL WRITTEN DOLLAR AMOUNT

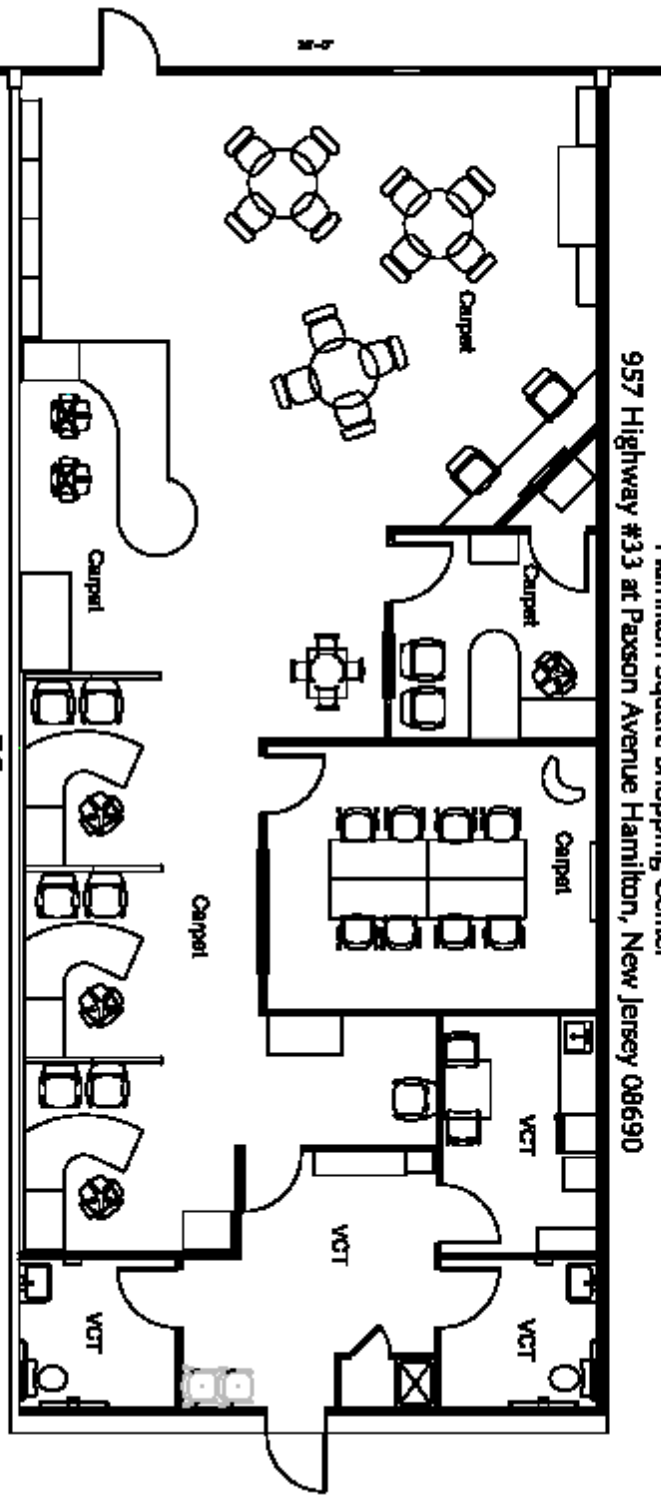
ADDITIONAL SERVICES IF REQUIRED:

HOURLY RATE FOR UNSPECIFIED SERVICES AS REQUIRED \$ _____
(ALL INCLUSIVE OF LABOR, EQUIPMENT AND CLEANING SUPPLIES)

TOTAL COST 1ST FLOOR APARTMENT \$ _____

TOTAL COST 2ND FLOOR APARTMENT \$ _____

MERCER COUNTY CONNECTION
 Hamilton Square Shopping Center
 957 Highway #33 at Paxson Avenue Hamilton, New Jersey 08690



Hours of Operation:
 Monday, Wednesday, Friday 10 am to 6 pm
 Tuesday, Thursday 10 am to 8 pm
 Saturday 10 am to 3 pm

Approximately 2,100 Sq. Ft.

COUNTY CONNECTION NON-DAILY/WEEKLY CLEANING SCHEDULE*

Service Specified	Date Required	Date Performed	Vendor Signature	Connection Signature
Machine Scrub/Strip/Wax Floors	September, 2018			
Spray Buffing Floors	August, 2018			
	August, 2019			
Clean Return/Supply Air Grills	July, 2018			
	November, 2018			
	March, 2019			
	July, 2019			
	November, 2019			
Wash Interior/Exterior Windows	July, 2018			
	November, 2018			
	March, 2019			
	July, 2019			
	November, 2019			
Carpet Shampooing	July, 2018			
	December, 2018			
	April, 2019			
	July, 2019			
	December, 2019			

** Work to be performed after or prior to hours of operation at the County Connection. Vendor must notify Connection at least 24 hours prior to service.*