



Town of Clifton Park

Buildings & Grounds

One Town Hall Plaza • Clifton Park, New York 12065 • (518) 371-6651 Ext. 251 • Fax: (518) 371-1136

BID FORM

Date: _____

Company Name: _____

Bid Name: _____

One season bid \$ _____

Name/Title: _____

Signature: _____



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Two Town Hall Plaza • Clifton Park, New York 12065 • (518) 371-6651 Ext. 251 • Fax: (518) 371-3789

The Town of Clifton Park, through the Buildings & Grounds Department, seeks sealed bids from qualified entities for seasonal restroom cleaning located at the Clifton Common, Collins Park and Veteran's Memorial Park, Clifton Park, NY 12065

Scope of work is as follows but not limited to:

This is for seven days a week, April 1 through October 31, 2023.

The Town may choose to renew the agreement annually for up to five years upon mutual consent.

Open restrooms by 8am. Town Security will lock the restrooms nightly.

Clean restrooms daily:

- Washing all bathroom fixtures. Toilets, urinals, sinks, faucets etc.
- Clean all mirrors
- Sweep and mop floors
- Empty trash cans
- Pick up loose trash in and around restrooms
- Wash the walls

Provide your own cleaning supplies. Mops, brooms, buckets etc.

Provide your own transportation.

Light maintenance such as plunging.

Communicate any problems and/or vandalism to the Buildings & Grounds Department.

Successful bidder will be required to submit an invoice on a monthly basis.

The Town will supply the paper products and issue keys for the restrooms.

RESTROOM FACILITIES:

CLIFTON COMMON

- Soccer: Men's room-1 toilet, 1 sink
Women's room-1 toilet, 1 sink
- Basketball/stage: Men's room-2 toilets, 2 urinals, 2 sinks
Women's room-3 toilets, 2 sinks
- Softball: Men's room-1 toilet, 1 sink
Women's room #1-1 toilet, 1 sink
Women's room #2-3 toilets, 2 sinks
- Upper Quad baseball: Men's room-1 toilet, 1 sink
Women's room-1 toilet, 1 sink
- Lower Quad baseball: Men's room-1 toilet, 1 sink
Women's room-1 toilet, 1 sink

COLLINS PARK-525 Moe Road

Men's room-1 toilet, 1 urinal, 1 sink

Women's room-2 toilets, 1 sink

VETERANS MEMORIAL PARK-697 MacElroy Road

Men's room-2 toilets, 2 urinals, 2 sinks

Women's room-3 toilets, 2 sinks

Bid specifications can be downloaded from <https://www.cliftonpark.org/departments/town-clerk-s-office/town-clerk-bulletin-board.html>, picked up at the Town Clerk's Office, 1 Town Hall Plaza or by emailing Town Clerk Teresa Brobston at tbrobston@cliftonpark.org.

Sealed bids must be received at the Town Clerk's Office at One Town Hall Plaza, Clifton Park, NY 12065, by 2:00 PM on Tuesday November 29, 2022, at which time bids will be publicly opened. Please use the attached bid form. Please identify your bid as "Seasonal Restroom Cleaning Bid."

The Town requires proof of Liability Insurance with One Million Dollars naming the Town as an additional insured, as well as appropriate Workers Compensation Insurance and automobile insurance.

The prevailing wage rate as described by New York State must be paid. The Town of Clifton Park reserves the right to reject any and all quotes.

For information contact Dan Clemens, Director of Buildings, Parks and Recreation at dclemens@cliftonpark.org 518-371-6651 ext. 248