

**Quote Sheet**

33325 8th Ave S. 98063-9718

Company name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_City/State: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Zip:\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Fax number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-mail\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PROJECT:** The City of Federal Way Park Department is requesting quotes for Quarterly Carpet Cleaning Services for City Hall and other locations as needed. Each quarter the high use traffic areas in City Hall will be cleaned on both floors and one floor of cubicles & offices cleaned on alternating quarters. (See attached floor plans for locations and months)

**QUOTES:** Please submit the following unit price for each quarterly location and spot cleaning, based upon prevailing wage:

***Quarterly unit price each***: (City Hall)

***E-mail Derreck Presnell at*** ***derreck.presnell@cityoffederalway.com*** ***to obtain a copy of the Carpet Cleaning Maps for quoting***

1st & 2nd floor high use public areas shown in yellow @ 4 x yr: total\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1st floor cubicles, offices, etc. shown in blue @ 2 x yr: total\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2nd floor cubicles, offices, etc. shown in purple @ 2 x yr: total\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Other:***

Spot cleaning rate $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_per hr. Minimum fee per visit\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

State the response time your Company will respond to spot cleaning: within\_\_\_\_\_\_\_\_\_\_\_\_\_\_hrs.

Hourly rate for additional services at City locations as needed: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**COMMENTS:**

**SELECTION CRITERIA:**

Responsiveness to quote - 25%, Ability and history to complete this type contract – 25%, Price – 50%

**All quotes must be received no later than** 2:00 PM October 30, 2020**.** **Questions may be referred to Derreck Presnell at (253)329-8419** Please return quotes to: Mary Jaenicke via email at mary.jaenicke@cityoffederalway.com.