

REQUEST FOR PROPOSALS JANITORIAL SERVICES

FOR
TRAMWAY NONPROFIT CENTER
3532 Franklin Street, Denver, Colorado

AND
CURTIS PARK NONPROFIT CENTER
929 29th Street, Denver, Colorado

The Urban Land Conservancy is requesting proposals for JANITORIAL SERVICES for its Tramway Nonprofit Center AND Curtis Park Nonprofit Center for the period proposed to begin January 1, 2017 through December 31, 2017.

- All responding companies must provide proof of current General Liability Coverage, Workmen's Compensation Insurance, and Fidelity Bond.
- All responding companies must agree to abide by ULC's Drug-Free Workplace and Non-Harassment policies.
- Cleaning will be performed Monday – Friday during normal office hours. Occasional evening or weekend cleaning may be requested.
- Cleaning includes hallways, floors, bathrooms, kitchens, and all common spaces, refilling toilet paper rolls and hand sheets, filling paper towel holders, and emptying trash containers.
- Janitorial work includes picking-up trash from around the buildings, and occasional sweeping of walkways.
- Must have own equipment and supplies.
- Janitorial work does not include individual tenant offices.
- Reliability (and reliable transportation) is a must.
- Please note if you are available for emergency cleaning services.

If any contractor wishes to see the either property prior to submitting a bid: you may see Curtis Park on Wednesday, November 30th between the hours of 8:00 AM to 9:00 AM, and Tramway on Wednesday, November 30th between the hours of 1:00 PM and 2:00 PM.

Please submit scope of services, references, and pricing no later than December 13, 2016 to:

Judi Patrick, Asset Manager
c/o Urban Land Conservancy
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Denver, CO 80205
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(303)349-6211 cell