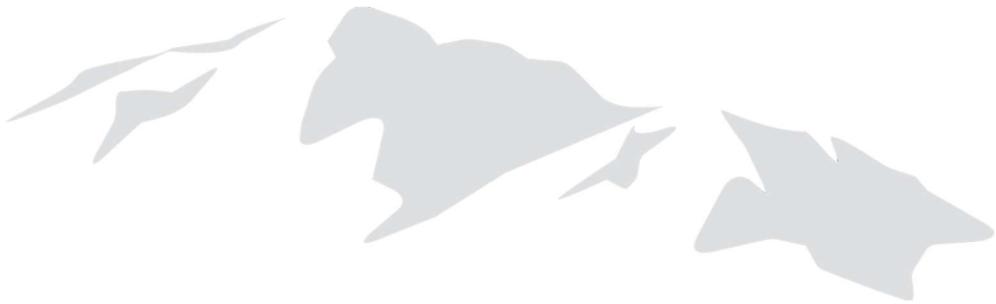




REQUEST FOR PROPOSAL

Janitorial and Window Cleaning Services in Various City-owned Buildings of Ogden City Corporation

ADDENDUM 1



DATE:

October 23, 2025

This addendum is issued to modify the previously released solicitation documents and/or given for informational purposes. It is hereby made part of the RFP document. It is made available to all interested parties via the Ogden City Purchasing website.

Revised Proposal Sheets per discussion during mandatory pre-proposal meeting held on 10/21/2025.

**EXHIBIT B - REVISED
JANITORIAL PROPOSAL SHEETS**

PROPOSAL SCHEDULE #1

MUNICIPAL BUILDING (166,000 SQ FT)

JANITORIAL SERVICES

Monday through Friday – Five Days per Week Excluding City Holidays

Cost per month \$ _____

Cost per year \$

Regular Hourly Rate \$

By request Special Services per hour Carpet Cleaning \$

Window Washing \$ _____

Other (please specify) \$ _____

Total Proposal (Per Year):

(In Writing)

(\$ _____)

(In Figures)

BY: _____

(Contractor Signature)

PROPOSAL SCHEDULE #2

FRANCOM PUBLIC SAFETY BUILDING (66,000 SQ FT)

JANITORIAL SERVICES

Seven days per week, excluding holidays.

Cost per month \$ _____

Cost per year \$ _____

Regular Hourly Rate \$ _____

Emergency Call Out during normal work hours \$ _____

After Hours Rate per hour \$ _____

By request Special Services per hour Carpet Cleaning \$ _____

Window Washing \$ _____

Monthly Day Porter \$ _____

Monthly Bathroom Deep Clean \$ _____

Other (please specify) \$ _____

Total Proposal (Per Year):

(In Writing)

(\$ _____)

(In Figures)

BY: _____

(Contractor Signature)

PROPOSAL SCHEDULE #3

JUSTICE COURT (18,662 SQ FT)

JANITORIAL SERVICES

Monday through Friday – Five Days per Week Excluding City Holidays

Cost per month \$ _____

Cost per year \$ _____

Regular Hourly Rate \$ _____

Emergency Call Out during normal work hours \$ _____

Emergency Call Out after hours \$

Rates for Holidays and Weekends per hour* \$ _____

After Hours Rate per hour \$ _____

By request Special Services per hour Carpet Cleaning \$ _____

Window Washing \$ _____

Other (please specify) \$ _____

Total Proposal (Per Year):

(In Writing)

(\$ _____)

(In Figures)

BY: _____

(Contractor Signature)

~~PROPOSAL SCHEDULE #4 → REMOVED FROM LIST~~

~~BUSINESS INFORMATION CENTER~~

~~JANITORIAL SERVICES~~

~~Monday through Friday Five Days per Week Excluding City Holidays~~

~~Saturday Day Porter (Records, Dispatch, and cleaning of bathrooms)~~

~~Cost per month~~ _____ \$ _____

~~Cost per year~~ _____ \$ _____

~~Regular Hourly Rate~~ _____ \$ _____

~~Emergency Call Out during normal work hours~~ _____ \$ _____

~~Emergency Call Out after hours~~ _____ \$ _____

~~Rates for Holidays and Weekends per hour*~~ _____ \$ _____

~~After Hours Rate per hour~~ _____ \$ _____

~~By request Special Services per hour Carpet Cleaning~~ _____ \$ _____

— Window Washing — \$ _____

Monthly Showers Deep Clean — \$ _____

— Other (please specify) \$ _____

Total Proposal (Per Year):

— (In Writing)

(\$ _____)

_____ (In Figures)

_____ BY: _____

_____ (Contractor Signature)

PROPOSAL SCHEDULE #4**PUBLIC WORKS BUILDING # 1 (36,000 SQ FT)****JANITORIAL SERVICES**

Monday through Friday – Five Days per Week Excluding City Holidays

Cost per month \$ _____

Cost per year \$ _____

Regular Hourly Rate \$ _____

Emergency Call Out during normal work hours \$ _____

Emergency Call Out after hours \$ _____

Rates for Holidays and Weekends per hour* \$ _____

After Hours Rate per hour \$ _____

By request Special Services per hour Carpet Cleaning \$ _____

Window Washing \$ _____

Other (please specify) \$ _____

Total Proposal (Per Year):

(In Writing)

(\$ _____)

(In Figures)

BY: _____

(Contractor Signature)

PROPOSAL SCHEDULE #5

PUBLIC WORKS BUILDING # 6 (11,000 SQ FT)

JANITORIAL SERVICES

Monday through Friday – Five Days per Week Excluding City Holidays

Restroom on South end – twice per Week Excluding City Holidays

Cost per month \$ _____

Cost per year \$

Rates for Holidays and Weekends per hour* \$

After Hours Rate per hour \$

By request Special Services per hour Carpet Cleaning \$

Window Washing

Other (please specify) \$ _____

Total Proposal (Per Year):

(In Writing)

(\$ _____)

(In Figures)

BY: _____

(Contractor Signature)

PROPOSAL SCHEDULE #6

PUBLIC WORKS BUILDING # 8 (21,000 SQ FT)

JANITORIAL SERVICES

Monday through Friday – Five Days per Week Excluding City Holidays

Cost per month \$ _____

Cost per year \$ _____

Regular Hourly Rate \$ _____

Emergency Call Out during normal work hours \$

Emergency Call Out after hours \$

Rates for Holidays and Weekends per hour* \$

After Hours Rate per hour \$

By request Special Services per hour Carpet Cleaning \$

Window Washing

Other (please specify) \$ _____

Total Proposal (Per Year):

(In Writing)

(\$ _____)

(In Figures)

BY: _____

(Contractor Signature)

PROPOSAL SCHEDULE #7**GOLDEN HOURS CENTER (22,500 SQ FT)****JANITORIAL SERVICES**

Monday through Friday – Five Days per Week Excluding City Holidays

Cost per month \$ _____

Cost per year \$ _____

Regular Hourly Rate \$ _____

Emergency Call Out during normal work hours \$ _____

Emergency Call Out after hours \$ _____

Rates for Holidays and Weekends per hour* \$ _____

After Hours Rate per hour \$ _____

By request Special Services per hour Carpet Cleaning \$ _____

Window Washing \$ _____

Other (please specify) \$ _____

Total Proposal (Per Year):

(In Writing)

(\$ _____)

(In Figures)

BY: _____

(Contractor Signature)

PROPOSAL SCHEDULE #8

COMMUNITY SERVICES BUILDING (8,784 SQ FT) AND PARKS SHOP

JANITORIAL SERVICES

Monday, Wednesday, Friday, Three Days Per Week Excluding City Holidays

Cost per month \$ _____

Cost per year \$ _____

Regular Hourly Rate \$ _____

Emergency Call Out during normal work hours \$ _____

Emergency Call Out after hours \$

Rates for Holidays and Weekends per hour* \$

After Hours Rate per hour \$ _____

By request Special Services per hour Carpet Cleaning \$ _____

Window Washing \$

Other (please specify) \$ _____

Total Proposal (Per Year):

(In Writing)

(\$ _____)

(In Figures)

BY: _____

(Contractor Signature)

PROPOSAL SCHEDULE #9

NORTH (211,958 SQ FT) & SOUTH (401,600 SQ FT) JUNCTION PARKING TERRACES

JANITORIAL SERVICES

Part time/7 Days per week

{Not required to be on-site full-time—only a couple of visits per day, and prompt responsiveness when needed are expected}

Cost per month \$ _____

Cost per year \$ _____

Regular Hourly Rate \$ _____

Emergency Call Out during normal work hours \$ _____

Emergency Call Out after hours \$ _____

Rates for Holidays and Weekends per hour* \$ _____

After Hours Rate per hour \$ _____

By request Special Services per hour Power Washing \$ _____

Other (please specify) \$ _____

Total Proposal (Per Year):

(In Writing)

(\$ _____)

(In Figures)

BY: _____

(Contractor Signature)

PROPOSAL SCHEDULE #10

JUNCTION PLAZA (APPROX. 186,436 SQ FT)

JANITORIAL SERVICES

Part-time/7 days per week

Cost per month \$ _____

Cost per year \$ _____

Regular Hourly Rate \$ _____

Emergency Call Out during normal work hours \$ _____

Emergency Call Out after hours \$

Rates for Holidays and Weekends per hour* \$ _____

After Hours Rate per hour \$ _____

By request Special Services per hour Carpet Cleaning \$ _____

Window Washing \$ _____

Other (please specify) \$ _____

Total Proposal (Per Year):

(In Writing)

(\$ _____)

(In Figures)

BY: _____

(Contractor Signature)

PROPOSAL SCHEDULE #11

OGDEN-HINCKLEY AIRPORT TERMINAL (12,400 SQ FT)

JANITORIAL SERVICES

Monday through Saturday – Including some City Holidays (scheduling around Flights)

Maintenance Shop – 1x per Week

Cost per month \$ _____

Cost per year \$

Regular Hourly Rate \$

Emergency Call Out during normal work hours \$

By request Special Services per hour Carpet Cleaning \$

Window Washing

Other (please specify) \$ _____

Total Proposal (Per Year):

(In Writing)

(\$ _____)

(In Figures)

BY: _____

(Contractor Signature)

PROPOSAL SCHEDULE #12

WATER TREATMENT PLANT (13,048 SQ FT)

JANITORIAL SERVICES

Two days per week

Cost per month \$ _____

Cost per year \$ _____

Regular Hourly Rate \$ _____

Emergency Call Out during normal work hours \$ _____

Emergency Call Out after hours \$ _____

Rates for Holidays and Weekends per hour* \$ _____

After Hours Rate per hour \$ _____

By request Special Services per hour Carpet Cleaning \$ _____

Window Washing \$ _____

Other (please specify) \$ _____

Total Proposal (Per Year):

(In Writing)

(\$ _____)

(In Figures)

BY: _____

(Contractor Signature)

PROPOSAL SCHEDULE #13

UNION STATION (70,000 SQ FT)

JANITORIAL SERVICES

Monday through Friday – Five Days per Week Excluding City Holidays

Cost per month \$ _____

Cost per year \$ _____

Regular Hourly Rate \$ _____

Emergency Call Out during normal work hours \$ _____

Emergency Call Out after hours \$ _____

Rates for Holidays and Weekends per hour* \$ _____

After Hours Rate per hour \$ _____

By request Special Services per hour Carpet Cleaning \$ _____

Window Washing \$ _____

Other (please specify) \$ _____

Total Proposal (Per Year):

(In Writing)

(\$ _____)

(In Figures)

BY: _____

(Contractor Signature)

PROPOSAL SCHEDULE #14

WEBER COUNTY DISPATCH (INSIDE FRANCOM PUBLIC SAFETY) (8,000 SQ FT)

JANITORIAL SERVICES

Seven days per week, excluding holidays.

Cost per month \$ _____

Cost per year \$ _____

Regular Hourly Rate \$ _____

Emergency Call Out during normal work hours \$ _____

Emergency Call Out after hours \$

Rates for Holidays and Weekends per hour* \$

After Hours Rate per hour \$ _____

By request Special Services per hour Carpet Cleaning \$ _____

Window Washing \$

Monthly Showers Deep Clean \$_____

Other (please specify) \$_____

Total Proposal (Per Year):

(In Writing)

(\$_____)

(In Figures)

BY: _____

(Contractor Signature)

PROPOSAL SCHEDULE #15

MARSHALL WHITE CENTER (68,900 SQ FT)

JANITORIAL SERVICES

Seven days per week, excluding holidays.

Cost per month \$ _____

Cost per year \$ _____

Regular Hourly Rate \$ _____

Emergency Call Out during normal work hours \$ _____

Emergency Call Out after hours \$

Rates for Holidays and Weekends per hour* \$ _____

After Hours Rate per hour \$ _____

By request Special Services per hour Carpet Cleaning \$ _____

Window Washing \$ _____

Monthly Showers Deep Clean \$_____

Other (please specify) \$_____

Total Proposal (Per Year):

(In Writing)

(\$_____)

(In Figures)

BY: _____

(Contractor Signature)

PROPOSAL SCHEDULE #16**DUMKE ARTS PLAZA (9583 SQ FT)****JANITORIAL SERVICES**

Monday through Friday – Five Days per Week Excluding City Holidays

Cost per month \$ _____

Cost per year \$ _____

Regular Hourly Rate \$ _____

Emergency Call Out during normal work hours \$ _____

Emergency Call Out after hours \$ _____

Rates for Holidays and Weekends per hour* \$ _____

After Hours Rate per hour \$ _____

By request Special Services per hour Carpet Cleaning \$ _____

'Window Washing \$ _____

Monthly Showers Deep Clean \$_____

Pressure Washing (Monthly) \$_____

Other (please specify) \$_____

Total Proposal (Per Year):

(In Writing)

(\$_____)

(In Figures)

BY: _____

(Contractor Signature)

TOTAL OF JANITORIAL PROPOSAL SCHEDULES # 1-16 (Per Year):

(In Writing)

(\$ _____)

(In Figures)

List of Subcontractors to be used (if any):

1. _____

Name _____ Address _____

2. _____

Name _____ Address _____

3. _____

Name _____ Address _____

SIGNED AND SEALED, this _____ day of _____, 2025

(Corporate seal, if required)

CONTRACTOR

BY: _____

(Signature)

Title: _____

EXHIBIT C

WINDOW CLEANING

SCOPE OF WORK

- A. Before proceeding with cleaning, the contractor shall determine whether the glass is clear, tinted, or reflective.
 - 1. Surface damage is more noticeable on reflective glass as compared with the other glass products.
 - 2. If the reflective surface is exposed on either the exterior or interior special care must be taken when cleaning as scratches to the reflective glass surface can result in coating removal and a visible change in light transmittance.
- B. The contractor shall not clean tinted and reflective glass surfaces in direct sunlight as the surface temperature may be excessively hot for optimum cleaning.
- C. Cleaning should begin at the top of the building and continue to the lower levels to reduce the risk of leaving residue and cleaning solutions on the glass at the lower levels.
- D. The contractor shall soak the glass surface with clean water and soap solution to loosen dirt and debris.
 - 1. **DO NOT** use razor blades.
- E. The contractor shall use a mild, non-abrasive commercial window cleaning solution.

SPECIFICATIONS

- A. The contractor shall clean the interior (if requested) and exterior window and frames at various Ogden City locations once per year, in the Spring after May 1st and/or as requested.

GENERAL REQUIREMENTS

- A. Contractor shall perform all work in accordance with generally accepted industry practice for safe and efficient operation.
- B. Contractor shall use qualified employees with appropriate certifications where required to perform the Work under this contract.

- C. Contractor shall clean all exterior windows as requested by Ogden City Facilities personnel.
- D. Contractor shall clean all interior windows as requested by Ogden City Facilities personnel.
- E. Contractor shall conduct cleaning between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday excluding City Holidays.
- F. Contractor shall supply all cleaning solvents, lubricants, tools, parts, and equipment necessary to perform the work.
- G. All work shall be subject to the inspection and approval of Ogden City prior to acceptance and approval for payment.

Window Cleaning Buildings

A. Francom Public Safety Building

2186 Lincoln Avenue

Ogden, Utah 84401

Two (2) Story Building

1. Clean all exterior perimeter windows and clean frames.
2. Clean all interior perimeter windows and clean frames.

B. Weber County Dispatch Center

2186 Lincoln Avenue

Ogden, Utah 84401

Two (2) Story Building

1. Clean all exterior perimeter windows and clean frames.
2. Clean all interior perimeter windows and clean frames.

C. Golden Hour Center

680 25th Street

Ogden, Utah 84401

Two (2) Story Building

1. Clean all exterior perimeter windows and clean frames.
2. Clean all interior perimeter windows and clean frames.

D. Community Services Building

1875 Monroe Blvd.

Ogden, Utah 84401

Two (2) Story Building

1. Clean all exterior perimeter windows and clean frames.
2. Clean all interior perimeter windows and clean frames.

E. Ogden City Justice Court

310 26th Street

Ogden, Utah 84401

One (1) Story Building

1. Clean all exterior perimeter windows and clean frames.

F. Marshall White Community Center

222 28th Street

Ogden, Utah 84401

Two (2) Story Building

1. Clean all exterior perimeter windows and clean frames.
2. Clean all interior perimeter windows and clean frames.

G. Ogden City Municipal Building

2549 Washington Blvd.

Ogden, Utah 84401

Thirteen (13) Story Building

1. Clean all exterior perimeter windows and clean frames.
2. Clean all interior perimeter windows and clean frames.

H. Ogden Public Works Building #1

133 W Wall Avenue

Ogden, Utah 84401

Two (2) Story Building

1. Clean all exterior perimeter windows and clean frames.
2. Clean all interior perimeter windows and clean frames.

I. Ogden Public Works Building #6 (Old Water Building/Water Stores)

176 W 30th Street

Ogden, Utah 84401

One (1) Story Building

1. Clean all exterior perimeter windows and clean frames.
2. Clean all interior perimeter windows and clean frames.

J. Ogden Public Works Building #8 (Fleet & Facilities)

175 W 29th Street

Ogden, Utah 84401

Two (2) Story Building

1. Clean all exterior perimeter windows and clean frames.
2. Clean all interior perimeter windows and clean frames.

K. Ogden-Hinckley Airport

3909 Airport Road

Ogden, Utah 84401

One (1) Story Building

1. Clean all exterior perimeter windows and clean frames.
2. Clean all interior perimeter windows and clean frames.

L. Water Treatment Plant

916 Ogden Canyon

Ogden, Utah 84401

Two (2) Story Building

1. Clean all exterior perimeter windows and clean frames.
2. Clean all interior perimeter windows and clean frames.

EXHIBIT D
WINDOW CLEANING
PROPOSAL SHEETS

Francom Public Safety Building (per wash)

Exterior	\$
Interior	<hr/>
Total	<hr/>
	<hr/>

Weber County Dispatch Center (per wash)

Exterior	\$
Interior	<hr/>
Total	<hr/>
	<hr/>

Golden Hour Center (per wash)

Exterior	\$
Interior	<hr/>
Total	<hr/>
	<hr/>

Community Services Building (per wash)

Exterior	\$
Interior	<hr/>
Total	<hr/>
	<hr/>

Ogden City Justice Court (per wash)

Exterior	\$
Total	<hr/>
	<hr/>

Marshall White Community Center (per wash)

Exterior	\$
Interior	\$
Total	\$

Ogden Municipal Building (per wash)

Exterior	\$
Interior	\$
Total	\$

Ogden Public Works Building #1 (per wash)

Exterior	\$
Interior	\$
Total	\$

Ogden Public Works Building #6 (per wash)

Exterior	\$
Interior	\$
Total	\$

Ogden Public Works Building #8 (per wash)

Exterior	\$
Interior	\$
Total	\$

Ogden-Hinckley Airport (per wash)

Exterior	\$
Interior	\$
Total	\$

Water Treatment Plant (per wash)

Exterior	\$
Interior	\$
Total	\$

TOTAL OF WINDOW CLEANING PROPOSAL – ALL BUILDINGS (Per Wash):

(In Writing)

(\$ _____.)

(In Figures)

SIGNED AND SEALED, this _____ day of _____, 2025

(Corporate seal, if required)

CONTRACTOR

BY: _____

(Signature)

Title: _____

EXHIBIT E

Addenda Acknowledgement

Ogden, Utah

Date: _____

TO THE MAYOR OF OGDEN CITY, UTAH

Dear Sir:

The undersigned is familiar with the local conditions affecting the cost of the work at the place where the work is to be done, has carefully examined the specifications and other contract documents, and has examined the locations of the proposed work.

The undersigned hereby proposes and agrees to perform everything required to be performed, and to provide and furnish any and all required labor, materials, necessary tools, expendable equipment and all utility and transportation services necessary to perform and complete, in a workmanlike manner, all the work required in connection with the plans and specifications and other contract documents, at the following proposal prices for the several proposal items of work named.

Receipt of the following addenda is hereby acknowledged:

1. (Date) _____
2. (Date) _____
3. (Date) _____

CONTRACTOR

BY: _____

(Signature)