



NEWS RELEASE

****FOR IMMEDIATE RELEASE 02/26/2018****

Janitorial/ Commercial Cleaning Bid Release

RUSSELLVILLE, KY (February 2018) The Russellville Electric Plant Board will be accepting bids on Commercial Cleaning for 165 E. Fourth Street. The length of contract shall be one (1) year. The work consists of general cleaning, composite floor buffing, stripping and waxing, windows, carpet cleaning, and general cleaning.

Copies of said bid and specs may be picked up during business hours at 165 E. Fourth Street, Russellville our may be requested via email at kreeves@epbnet.com. Bids will be accepted until the 23rd of March.

If you have any questions regarding the bid process, please call the office at 270-726-2466.

About EPB SmartNet:

The Russellville Electric Plant Board (EPB SmartNet) is a not-for-profit, public power and broadband services provider. EPB SmartNet serves over 4000 customers within Russellville, KY where its mission is to meet our customer's energy and telecommunication needs with excellent customer service at the lowest feasible cost, while providing the highest quality of life for our community and employees.

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Media Contact:

Kim S. Reeves, Office Manager
Russellville Electric Plant Board
(270) 726-2466

**NOTICE OF INTENT FOR REQUEST FOR COMMERCIAL CLEANDING
PROPOSALS**

February 26, 2018

The Russellville Electric Plant Board (EPB) is requesting bids from qualified Contractors to provide janitorial service. This service will include bi-weekly janitorial services as described below:

Weekly cleaning:

1. Dust filing cabinets, office desks, chairs, office furniture, pictures and etc.
2. Wipe down counters in receptionist area.
3. Clean office desktops if cleared.
4. Clean front entrance door glass and receptionist area glass.
5. Clean and polish water fountains.
6. Sanitize telephones.
7. Check and spot clean light switches.
8. Clean table, counter, sink, stove, refrigerator front, microwave and spot clean cabinets in break area.
9. Clean and sanitize restroom sinks, commodes, urinals and mirrors.
10. Spot check and clean partitions, walls, and door handles.
11. Check and spot clean play area glass.
12. Vacuum all carpets and mats.
13. Dust mop and mop all floors.
14. Check and replenish paper products.
15. Check and dust for cobwebs.
16. Check ad dust windowsills.

Monthly cleaning:

1. Dust blinds.
2. Dust and or wipe down baseboards, walls and front entrance doorframe.
3. Clean front entrance window glass and play area glass.
4. Dust mop and mop mechanic area.
5. Clean all meeting room area including kitchen and restrooms.
6. Buff all composite tile floors.

Please include pricing for special cleaning items that will be occasional and per owner request such as:

1. Strip and wax of all composite tile.
2. Clean carpets.
3. Clean all windows inside and out.

Contractor must be bonded and provide certificate of liability insurance.

Contractor will be responsible for providing all cleaning products, vacuum, dust mop, mop, mop bucket, window cleaning tools and floor stripper and buffer.

The EPB will award a one-year contract term with the possibility of extending the contract for one additional year, contingent upon performance.

Bids will be accepted from release date until the 23rd day of March. Grounds available for inspection as needed prior to bid submission. Any questions may be directed to Kim S. Reeves, Office Manager at 270-726-2466.

Sincerely,

A handwritten signature in blue ink that reads "Kim S. Reeves". The signature is written in a cursive style with a large, stylized "K" and "R".

Kim S. Reeves