



1600 West Brookmont Blvd.
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Providing Wastewater Treatment to the Kankakee River Valley

Board of Directors

SPECIFICATIONS AND INSTRUCTIONS FOR BIDDERS TO SUPPLY HOUSEKEEPING SERVICES TO THE KRMA FACILITY

Chairperson

Christopher Curtis
Mayor
City of Kankakee

The Kankakee River Metropolitan Agency (KRMA), a 25 MGD wastewater treatment facility located at 1600 West Brookmont Blvd, Kankakee, IL, will accept sealed bids for the following housekeeping services:

Vice Chairperson

Jeff Keast
Mayor
Village of Bourbonnais

KRMA will extend an invitation to all bidders to be present at a designated time for a thorough walk through and site visit. Bidders must also provide and demonstrate that they have sufficient equipment and personnel to perform all work in an efficient and professional timely manner.

Secretary

Brian Stump
Mayor
Village of Aroma Park

Services consist of cleaning and maintaining designated buildings, and making sure buildings meet housekeeping sanitation requirements.

Robert Romo

Financial Director
Village of Bradley

Building 10: Consists of three Levels and a Lab Area

Clean all bathrooms daily: stock personal items such as toilet paper, paper towels, hand soap, deodorizing spray. Sanitize and clean toilets, countertops, sinks, mirrors, and floors daily. Collect and dispose of all trash throughout the building daily. Vacuum all carpeted areas and rugs as needed. Clean the microwave in break room daily. Sweeping and mopping the training room located in the basement twice monthly, the break room located upstairs twice monthly, the lab area, all hallways and stairways within the building daily. Wipe down tables and windowsills in the board room, wipe down all glass windows & doors and windowsills in offices weekly.

Danita Swanson

Alderman
City of Kankakee

Larry Osenga

Alderman
City of Kankakee

Building 66: Consists of two Levels

Clean all bathrooms daily: stock personal items such as toilet paper, paper towels, hand soap, and deodorizing spray. Sanitize and clean toilets, countertops, sinks, mirrors, and floors throughout the building. Collect and dispose of all trash on the upper level only daily. Clean the microwave in the kitchen daily. Sweep and mop the kitchen, locker rooms, and hallways as needed.

Steven Hunter

Representative
City of Kankakee

Staff

Executive Director

David A. Tyson, P.E.

Building 150: Consists of one Level

Clean the bathroom daily: stock personal items such as toilet paper, paper towels, hand soap, deodorizing spray. Sanitizing and cleaning toilet, countertop, sink, mirrors, and floor. Collecting and disposing of all trash throughout the building daily. Cleaning microwave daily. Sweep and mop the Lead O&M office, EIC office, and hallways.

Plant Superintendent

Bryan Kennedy

Building 15: Consist of one Level

Clean the counter tops, the splash board, and underneath the in and out baskets daily. Clean refrigerator shelves and door inside and out weekly. Clean the sink and surrounding areas daily, sweep the floor as needed, and empty trash as needed. Replenish hand soap and paper towels.

It is preferable that all bidders show the ability to provide and maintain a Certificate of Liability Insurance of not less than \$2,000,000.00. The KRMA Board or its representatives will maintain the right to consider and / or accept a lower liability insurance amount on a case-by-case basis. Bidder is responsible for the service power only while providing this service for KRMA.

This contract for housekeeping services will be Monday – Friday. Cleaning hours will be from 3pm to 6pm and rates will be locked in and remain in effect for one (1) calendar year.

All bidders should be aware that KRMA enforces a prevailing wage ordinance. KRMA will provide the successful bidder a separate document for your signature of acknowledgement and compliance of this ordinance.

The KRMA Board has the right to accept or reject any bid(s) deemed in the best interest of the KRMA Board.
