



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 FOR 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

**Paul Schore**  
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

Cleaning and maintaining designated buildings, making sure buildings meet housekeeping sanitation requirements.

#### **Robert Romo**

Financial Director  
Village of Bradley

#### **Building 10: Consist of three Levels and Lab Area**

Cleaning all bathrooms: stocking personal items such as toilet paper, paper towel, hand soap, deodorizing spray. Sanitizing and cleaning toilets, countertops, sinks, mirrors, and floors. Collecting and disposing of all trash throughout the building daily. Vacuuming all carpet areas and rugs. Cleaning microwave in break room daily. Sweep and mop the training room in basement, break room upstairs, lab area, and hallways within the building. Wiping tables in board room. Wiping all windowsills and glass windows & doors.

#### **Danita Swanson**

Alderman  
City of Kankakee

#### **Larry Osenga**

Alderman  
City of Kankakee

#### **Building 66: Consist of two Levels**

Cleaning all bathrooms: stocking personal items such as toilet paper, paper towel, hand soap, deodorizing spray. Sanitizing and cleaning toilets, countertops, sinks, mirrors, and floors throughout the building. Collecting and disposing of all trash on the upper level only. Cleaning microwave in the kitchen daily. Sweep and mop the kitchen, locker rooms, and hallways.

#### **Steven Hunter**

Representative  
City of Kankakee

#### **Staff**

#### **Building 150: Consist of one Level**

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

#### Executive Director

**Dave Tyson, P.E.**

#### Plant Superintendent

**Arthur Strother**

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**Building 15: Consist of one Level**

Clean the counter tops, the splash board, underneath the in and out baskets. Clean refrigerator shelves and in and out the door. Clean sink and surrounding areas, sweep the floor daily and empty trash as needed.

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 does have and 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.

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