

BH SERVICES, INC.

JOB NUMBER: 215

1636 Concourse Ct
Rapid City, SD 57703
(605) 343-6466 Fax: (605) 343-9309

LF011807-12

PROPOSAL FOR SERVICES

TO:

Name Milo Barber Transportation Center
Address 333 Sixth Street
City Rapid City ST SD ZIP 57701
Contact/Phone Rich Sagen 394-6631

Office Use Only

Requested Start Date: _____
Cost Center: 29 End Date: _____
Annual Hours: _____
Prevailing Wage: _____

DESCRIPTION AND FREQUENCY OF SERVICES REQUESTED

see attached specifications

All Trash Liners, Soap, Paper Towels and Toilet Paper will be provided by Milo Barber Transportation Cntr

SPECIFIC DAYS OF SERVICE (Circle all that apply)

SUN

MON

TUES

WED

THUR

FRI

SAT

REQUESTED TIME OF SERVICE: between 530pm and 10pm

HOLIDAYS OBSERVED

All Federal Holidays

As listed below: None

Holiday Service will be:
Rescheduled Not Performed

ADDITIONAL SERVICES

(Services not included in bid - scheduled on request)

TASK	PRICING
Shampoo Carpet	\$75.58

PRICING: Unit Price: \$52.05 per day of service

Total Price: \$1,357.13 per month plus applicable tax

This proposal automatically expires 30 days from 10/25/2007 if it is not accepted and returned to our office. This quotation is subject to all the terms and conditions listed on the reverse side hereof, which terms and conditions are incorporated herein by reference.

SUBMITTED BY: Laura Wagner

ACCEPTANCE

Accepted by: _____

Date: _____

POC email address: _____

Title: _____

Start Date for Services: _____

After Hours Contact #: _____

SEE REVERSE SIDE

One copy must be returned signed for valid contract.

EQUAL OPPORTUNITY EMPLOYER / EQUAL HOUSING OPPORTUNITY

1. SCOPE OF WORK: BH Services, Inc. will furnish all necessary labor, material and equipment to complete the work herein, unless otherwise specified.
2. PRICE: In compliance with the U.S. Department of Labor, Wage and Hour division and annual update will be required of your prevailing wage for the same job in -house. The prevailing wage is used to determine the unit price.
3. ACCEPTANCE OF PROPOSAL: The person or persons accepting this proposal represent that they are the authorized representative and that permission and authority is hereby granted to BH Services, Inc to perform the work specified on this contract.
4. SHIPMENT: All orders will be C.O.D. until credit is approved.
5. TERMS OF PAYMENT: The person (s) and the company accepting this proposal each agree to pay BH Services, Inc. The full quoted price. A statement along with invoices will be sent monthly for work completed during that time period. The billing cycle will occur the 10th of each month. Therefore, after the 10th of each month the payment due date will be 20 days . A finance chare will accrue if payment is not received by the DUE DATE. ~~Finance charges will accrue at 2% monthly. The annual rate will be 24%.~~ JW 12/19/07
6. FINANCIAL RESPONSIBILITY: In case of errors or inquiries about your bill, a written inquiry must be sent stating a description of the error and why you believe it is an error and the dollar amount of the suspected error.

You remain obligated to pay the parts of your bill not in dispute, but you do not have to pay any amount in question during the time we are resolving the dispute. During the same time, we may not take any action to collect disputed amounts or report disputed amounts as delinquent.

If any paments are not paid when due, BH Services, Inc., at it's option, may cancel any unfulfilled portion of this agreement, without further liability and all work theretofore completed shall thereupon be invoiced and be due and payable at once.

7. PERFORMANCE: BH Services, Inc. will adhere to your completion date unless there are mechanical failures, labor difficulties, material shortages, fire, governmental authority or regulation, acts of God, and any other cause beyond our control.

In the performance of this contract for any given reason (s), you or BH Services, Inc. shall have the right upon thirty (30) days written notice to terminate this contract, in which event BH Services, Inc. shall be paid for the work performed by it to the date of such termination and all partied here to shall be released of any obligation here under.

Date

General Cleaning - six (6) times per week

- 1 Empty all waste receptacles and place for disposal in designated areas*
- 2 Dust tops of lighting posts in commons area
- 3 Dust ledges and windowsills
- 4 Spot clean doors and light switches
- 5 Spot clean walls, partitions, and flat surfaces
- 6 Clean drinking fountain
- 7 Damp wipe benches and tables
- 8 Pick trash from planters
- 9 Clean vestibule windows and doors

Floor Maintenance - six (6) times per week

- 1 Vacuum carpeting in commons area
- 2 Vacuum entry ways
- 3 Sweep or vacuum hard surface floors

Restrooms - six (6) times per week

- 1 Clean and sanitize sink and fixtures
 - 2 Clean mirrors and bright work
 - 3 Clean and sanitize toilets and urinals
 - 4 Spot clean walls and partitions
 - 5 Refill dispensers (paper towels, soap, toilet paper)*
 - 6 Empty trash and waste containers*
 - 7 Sweep and damp mop floors
- * City furnishes toilet paper, paper towels, soap, and trash liners

Exterior Maintenance - six (6) times per week

- 1 Empty cigarette receptacles
- 2 Police entire building grounds for trash and debris

Supervisor Signature _____

Date _____

Date

Miscellaneous Cleaning one (1) time per week

- 1 Vacuum or sweep seams in concrete floor in commons area
- 2 Water plants
- 3 Dust vents and fans in restrooms
- 4 Pour water down floor drains in restrooms
- 5 Sweep exterior walks

Miscellaneous Cleaning one (1) time per month

- 1 Wash concrete floors in commons area
- 2 Wash exterior walks

Miscellaneous Cleaning two (2) times per month

- 1 Clean all exterior glass
- 2 Clean all interior glass

General Cleaning as needed

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- 1 Dust and spot clean all areas within ten feet of floor in commons area
- 2 Spot clean glass in commons area as needed

Supervisor Signature _____

Date _____