



# CITY OF RAPID CITY

PARKS AND RECREATION DEPARTMENT  
300 SIXTH STREET  
RAPID CITY, SOUTH DAKOTA 57701

PARKS AND  
RECREATION  
DEPARTMENT

Parks and Recreation Memo

Date: February 16, 2011

To: Jerry Cole, Director of Parks and Recreation

From: Lon Van Deusen, Parks Division Manager

Subject: 2011 Parks Restrooms and Shelters Custodial Contract

Jerry W. Cole,  
Director  
(605) 394-5225

Jeri Lynn  
Administrative  
Assistant  
(605) 394-5225

Lon VanDeusen,  
Parks & Cemetery  
Manager  
(605) 394-4175

Doug Lowe,  
Recreation Manager  
(605-394-6161

Duncan Olney  
Aquatic Manager  
(605) 394-5223

**Summary:** Last year in 2010 the Parks Division entered into an agreement with Black Hills Workshop for custodial services for the parks restrooms and shelter facilities. Black Hills Workshop is again requesting consideration for renewal of their contract for 2011 in the contract amount of \$79,303.00. The contract amount for 2010 was \$ 79,303.00. After evaluation of the scope of work from 2010 (their fifth year of service) we requested Black Hills Workshop and Training Center, Inc. to extend cleaning services to Vickie Powers Memorial Park. We have been very satisfied with their service and have found their staff accommodating and easy to work with.

**Recommendation:** Rapid City Parks and Recreation Department staff recommends approval and acceptance of the agreement with Black Hills Workshop for custodial services for parks restrooms, shelters and recreational facilities for the 2011 season in the amount of \$ 79,303.00.



"Unlimited Opportunity  
Through Quality Services"

# BLACK HILLS WORKSHOP AND TRAINING CENTER, INC.

3603 Range Road, Box 2104, Rapid City, SD 57709  
(605) 343-4550

Prevailing Wage: 7.25

Cost Center: 60

## PROPOSAL

TO: The City of Rapid City

300 6th Street

Rapid City, SD 57701

### DESCRIPTION OF JOB:

Provide Custodial services at various facilities within the park system, including restroom facilities and picnic shelters.

### JOB SPECIFICATION: (LIST OR ATTACH)

Provide custodial services as described in the Request for Proposals attached to this proposal.

PRICE:

TOTAL COST 79303.00

Unit Price \_\_\_\_\_

This proposal automatically expires 15 days from \_\_\_\_\_ 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.

BY: Bill Pashby

### ACCEPTANCE

The undersigned hereby accepts this proposal including all terms and conditions thereof:

COMPANY NAME \_\_\_\_\_

Accepted By \_\_\_\_\_

Date \_\_\_\_\_

Title \_\_\_\_\_

SEE REVERSE SIDE

One copy must be returned signed for a valid contract.