

Janitorial Services Master Score Sheet

		Ascent Crew	Caliber Cleaning	Premier	RBM	Wingfoot
	Curtis D.	29	42	29	40	39
	Eric H.	27	35	26	42	48
	Clint W.	21	37	25	37	40
	Nick F.	25	51	22	44	37
		Ascent Crew	Caliber Cleaning	Premier	RBM	Wingfoot
	OVERALL TOTAL	102	165	102	163	164

Fee Proposal (Monthly)

(Respond with 5 for best rate, 3 for second best rate and 1 for 3rd best rate.

	Ascent Crew	Caliber Cleaning	Premier	RBM	Wingfoot
City Hall	\$ 76,600.00	\$ 81,000.00	\$ 60,000.00	\$ 122,523.84	\$ 118,740.00
Community Art Center	\$ 25,200.00	\$ 30,000.00	\$ 12,000.00	\$ 45,299.52	\$ 34,740.00
Clearfield Aquatic & Fitness Center	\$ 58,500.00	\$ 80,100.00	\$ 54,000.00	\$ 87,063.96	\$ 92,340.00
Public Works and Parks Campus (3 Facilities)	\$ 16,800.00	\$ 9,840.00	\$ 8,400.00	\$ 22,451.64	\$ 11,880.00
Rate (Monthly)	\$ 14,758.33	\$ 16,745.00	\$ 11,200.00	\$ 23,111.58	\$ 21,475.00
Rate (Annually)	\$ 177,100.00	\$ 200,940.00	\$ 134,400.00	\$ 277,338.96	\$ 257,700.00

	Ascent Crew	Caliber Cleaning	Premier	RBM	Wingfoot
Grand Totals	\$177,100.00	\$200,940.00	\$134,400.00	\$277,338.96	\$257,700.00
Extra Cleaning Hourly Rate	25.00	20.00	22.00	23.49-25.96	38.95

JANITORIAL SERVICES IN-
HOUSE COST ESTIMATE



EMPLOYEES NEEDED BY TOTAL NUMBER OF HOURS

	Mon	Tues	Wed	Thrus	Fri	Sat	Sun
Arts	150	150	150	150	150	0	0
COB	600	600	600	600	600	0	0
Parks	0	30	0	30	0	0	0
PW Shop	0	45	0	45	0	0	0
Steed	45	45	45	45	0	0	45
Fisher	45	45	45	45	0	0	45
CAC	840	840	840	840	840	840	840
	28	29.25	28	29.25	26.5	14	15.5

TOTAL HOURS PER WEEK: 170.5
TOTAL HOURS PER YEAR: 8866

6 EMPLOYEES NEEDED @ 29 HRS/WEEK

EMPLOYEES NEEDED BY ASSIGNMENT & NUMBER OF HOURS

	Mon	Tues	Wed	Thrus	Fri	Sat	Sun		
Arts	150	150	150	150	150	0	0		
Parks	0	30	0	30	0	0	0		
PW Shop	0	45	0	45	0	0	0		
Steed	45	45	45	45	0	0	45		
Fisher	45	45	45	45	0	0	45		
	4	5.25	4	5.25	2.5	0	1.5	22.5	Weekly Hours
	208	273	208	273	130	0	78	1170	Yearly Hours
								1	Employees Needed

	Mon	Tues	Wed	Thrus	Fri	Sat	Sun		
COB	600	600	600	600	600	0	0		
	10	10	10	10	10	0	0	50	Weekly Hours
	520	520	520	520	520	0	0	2600	Yearly Hours
								2	Employees Needed

	Mon	Tues	Wed	Thrus	Fri	Sat	Sun		
CAC	840	840	840	840	840	840	840		
	14	14	14	14	14	14	14	98	Weekly Hours
	728	728	728	728	728	728	728	5096	Yearly Hours
								3	Employees Needed
								6	Total Employees Needed

TOTAL LABOR COST ESTIMATE

Cust	Sup	Custodian		PT Supervisor		W/ PT Supervisor	With FT Supervisor
		Rate	Ann. Cost	Rate	Ann. Cost	TOTAL ANNUAL COST	TOTAL ANNUAL COST
6	1	\$ 14.00	\$ 126,672.00	\$ 18.00	\$ 27,144.00	\$ 153,816.00	\$ 164,112.00
6	1	\$ 14.50	\$ 131,196.00	\$ 18.50	\$ 27,898.00	\$ 159,094.00	\$ 169,676.00
6	1	\$ 15.00	\$ 135,720.00	\$ 19.00	\$ 28,652.00	\$ 164,372.00	\$ 175,240.00
6	1	\$ 15.50	\$ 140,244.00	\$ 19.50	\$ 29,406.00	\$ 169,650.00	\$ 180,804.00
6	1	\$ 16.00	\$ 144,768.00	\$ 20.00	\$ 30,160.00	\$ 174,928.00	\$ 186,368.00
6	1	\$ 16.50	\$ 149,292.00	\$ 20.50	\$ 30,914.00	\$ 180,206.00	\$ 191,932.00
7	1	\$ 14.00	\$ 147,784.00	\$ 18.00	\$ 27,144.00	\$ 174,928.00	\$ 185,224.00
7	1	\$ 14.50	\$ 153,062.00	\$ 18.50	\$ 27,898.00	\$ 180,960.00	\$ 191,542.00
7	1	\$ 15.00	\$ 158,340.00	\$ 19.00	\$ 28,652.00	\$ 186,992.00	\$ 197,860.00
7	1	\$ 15.50	\$ 163,618.00	\$ 19.50	\$ 29,406.00	\$ 193,024.00	\$ 204,178.00
7	1	\$ 16.00	\$ 168,896.00	\$ 20.00	\$ 30,160.00	\$ 199,056.00	\$ 210,496.00

Chemicals
WC, Benefits
Equipment
Cleaning Supplies

Freq	Task	Minutes					
Daily	Floors	Vacuum all Carpet areas (3x/wk)					
		Vacuum throw mats throughout the facility					
		Dust mop all hard floors daily					
		Spot mop composition floors daily					
		Remove spots from carpets Daily					
		Vacuum throw mats throughout the facility					
		Sweep entrance approaches daily (exterior)					
	Trash	Empty all waste containers (3x/wk)					
		Replace can liners as necessary					
	Surfaces	Dust desk, chairs & furniture					
Weekly		Remove smudges from surfaces					
		Clean lunch tables & counter					
		Clean or polish restroom door plates/handles					
		Clean around vending machines					
		Clean & polish drinking fountains					
		Clean elevator floors, tracks & metal work					
	Glass	Clean glass doors daily					
		Clean partition glass daily					
		Clean entry lobby galss daily in/out					
		Clean glass on stairwells daily					
Monthly	Restrooms	Empty & wipe out trash receptacles					
		Empty sanitary napkin containers & replace					
		Polish all metal & mirrors					
		Clean & polish all dispensers					
		Clean & disinfect all sinks, toilets, & urinals					
		Disinfect all toilet bases, seats, & fixtures					
		Spot clean tile walls and partitions					
		Spot clean walls around sinks & counters					
		Mop all restroom floors w/ germicidal sol.					
		refill soap, and paper dispensers					
Yearly		Clean & disinfect all showers & curtains					
	Misc.	Remove furniture to orderly position					
	Floors	Detail vacuum all carpets					
		Damp mop all hard flooring @ CAC weekly					
		Chair mats washed & dusted					
	Trash	Replace basket liners					
	Surfaces	Dust baseboards, ledges, & window sills					
		Dust low reach areas					
		Dust all counters,shelves, and cabinets					
		Spot clean painted surfaces					
Weekly		Spot clean all switches & door facings					
		Clean entry door metal and thresholds					
	Restrooms	Brush down Vents					
		Wash down tile walls & partitions					
		Perform high dusting					
		Pour enzyme mixture down drains					
		clean & disinfect lockers (in/out)					
		Wash & disinfect tile walls & partitions					
	Misc.	Clean lunch room furniture & appliances					
		Clean & polish executive furniture					
Monthly	Floors	Damp mop & buff tile					
		Damp mop & buff main hall floors					
		Carpet bonnet traffic pattern every thirty days					
		vacuum all carpeted areas with brush vacuum					

150	600	30	45	0	0	840
Days per week						
5	5	2	2	0	0	7
Hours per week						
12.5	50	1	1.5	0	0	98
Hours per year						
650	2600	52	78	0	0	5096
Total combined hours per year						
8476 Including Daily & Weekly tasks						
8562 Including monthly & Quarterly Tasks						
Minimum Employees Needed						
At 29 hrs/wk/employee		6				
At 25 hrs/wk/employee		7				
Supervisor		1				
Note: This analysis is based on an estimate of the time needed each week to complete both the daily and weekly responsibilities as indicated. However, this analysis does not account for any monthly, quarterly, or annual responsibilities						

Employee Cost Estimate				
# Emp	Rate/Hr	Cost/yr		
		29hrs	25hrs	
6	\$ 14.00	\$ 126,672.00	\$ 109,200.00	
6	\$ 14.50	\$ 131,196.00	\$ 113,100.00	
6	\$ 15.00	\$ 135,720.00	\$ 117,000.00	
6	\$ 15.50	\$ 140,244.00	\$ 120,900.00	
6	\$ 16.00	\$ 144,768.00	\$ 124,800.00	
6	\$ 16.50	\$ 149,292.00	\$ 128,700.00	
7	\$ 14.00	\$ 147,784.00	\$ 127,400.00	
7	\$ 14.50	\$ 153,062.00	\$ 131,950.00	
7	\$ 15.00	\$ 158,340.00	\$ 136,500.00	
7	\$ 15.50	\$ 163,618.00	\$ 141,050.00	
7	\$ 16.00	\$ 168,896.00	\$ 145,600.00	
7	\$ 16.50	\$ 174,174.00	\$ 150,150.00	

Supervisor Cost Estimate						
# Emp	Rate/Hr	Cost/yr				
		29hrs	40hrs			
1	\$ 18.00	\$ 27,144.00	\$ 37,440.00			
1	\$ 18.50	\$ 27,898.00	\$ 38,480.00			
1	\$ 19.00	\$ 28,652.00	\$ 39,520.00			
1	\$ 19.50	\$ 29,406.00	\$ 40,560.00			
1	\$ 20.00	\$ 30,160.00	\$ 41,600.00			
1	\$ 20.50	\$ 30,914.00	\$ 42,640.00			
CCAC	CH	Parks	MOC	Steed	Fisher	CAFC
30	120	10	20	20	10	90
15	40	0	0	0	0	25
0	0	0	0	0	0	0
45	360	30	30	20	20	30

TOTALS BY TASK	5	1.3	0	8.9
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n t h l y	Surfaces	Dust high reach areas	90	360	30	30	45	45	180	13	7	1	\$ 16.50	\$ 174,174.00	\$ 20.50	\$ 30,914.00	\$ 205,088.00	\$ 216,814.00
		Dust picture frames & window sills	30	180	15	15	20	20	180	7.7								
		Brush or vacuum wall & ceiling vents	45	120	10	10	20	20	120	5.8								
		Clean & polish desk tops	25	120	10	10	30	30	90	5.3								
		Damp wipe door jambs	30	90	10	10	10	10	40	3.3								
		Wipe down baseboards with floor refinishing svc.	30	15	0	20	0	0	30	1.6								
	Restrooms	Scrub floor & detail coving	60	120	20	20	30	20	180	7.5								
Misc.	Clean & polish all executive furniture	0	60	0	0	0	0	15	1.3									
Q u a r t e r	Brush or vacuum upholstered furniture	15	30	15	0	0	0	15	1.3									
	Vacuum drapes/dust window coverings	60	60	45	30	40	0	60	4.9									
	wipe down plastic & leather furniture	60	120	30	30	10	10	90	5.8									
	Dust walls & wood paneling	60	120	30	30	30	30	120	7									
	Clean entry metal and door trim	45	60	15	15	15	15	45	3.5									
	Strip & polish halls, & applicable areas	120	0	0	0	0	0	30	2.5									
Yearly	Strip & refinish aerobics studio w/ 2 coats	0	0	0	0	0	0	0	Contract									
TOTALS BY FACILITY			12.7	32.9	4.5	4.5	4.8	3.8	22.3	85.6								

HOURS