




City of Jackson

MEMO TO: The Honorable Mayor Dwain Hahs and
Members of the Board of Aldermen

FROM: Rodney Bollinger, Administrative Services Director 

DATE: April 30, 2024

SUBJECT: Police Station Janitorial Service Program
Bid Tabulation

The City requires professional janitorial services to assist its staff with cleaning maintenance at the Jackson Police Station located at 202 West Jackson Boulevard. The contractor will be responsible for the janitorial upkeep and cleanliness of the building (approximately 18,000 s.f). This Program consists of furnishing all labor, tools, equipment, and materials necessary to complete standard periodic janitorial services, including but not limited to cleaning, vacuuming, and other tasks, for a three-year period. The Police Station will be serviced by the contractor on Monday, Wednesday, and Friday between the regular business hours of 8:00 a.m. – 4:00 p.m.

Attached please find a copy the bid tabulation sheet for the above referenced services program. Only (1) bid was received and opened at City Hall on Tuesday, April 23rd, at 10:00 a.m.

Clean Slate Cleaning Service, of Cape Girardeau, Missouri, is the apparent low bidder at \$1,440.00 per month for a three (3) year period.

The bid has been reviewed by Police Department Administrative Assistant Rachel Coleman, and her recommendation is to award this contract. Therefore, City staff respectfully requests that the Board accept their bid and award the contract on Monday, May 20th in regular session.

Thanks for your time and consideration of this information. As always, please feel welcome to contact me should you have any questions or comments.

**CITY OF JACKSON, MISSOURI
POLICE STATION JANITORIAL SERVICES PROGRAM
BID OPENING: TUESDAY, APRIL 23, 2024, 10:00 A.M.**

BID TABULATION SHEET

Contractor

Bid Amount (Per Monthly Event):

Clean Slate Cleaning Service

\$ 1,440.00

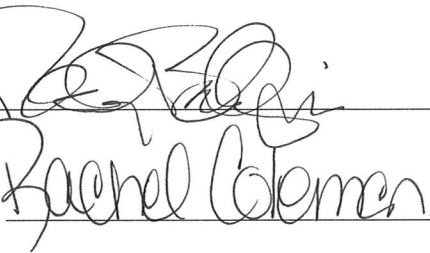
\$ _____

\$ _____

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Opened by: _____

Witnessed by: _____


Rachel Coleman