



**VANGUARD**  
Cleaning Systems®

## A Custom Proposal Solution

Proposal Date  
November 13, 2025

**Lake Orion Downtown  
Development Authority**  
118 N Broadway Street  
Lake Orion, MI 48362

Prepared by  
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## VANGUARD CLEANING SYSTEMS OF GREATER DETROIT

140 Engelwood Drive, Suite A, Orion, MI 48359  
[detroitvanguard.com](http://detroitvanguard.com)



To whom it may concern:

Working with Vanguard has been great. I have no issues at all. Whenever I need anything, I have simply had to ask the franchise owner about it. and she responds immediately.

When I initially started with the library, we had in-house cleaning services and it took a lot for me to manage them. With Vanguard, that's not something I have to do anymore. Now it's much more of a team-style relationship where I can just reach out to them with anything I need. It is collaborative and the communication is great. Zac and the franchise owner are always very proactive with following up with me.

Vanguard also always hits the mark when it comes to a healthy and safe environment. We have been very happy with their service for over two years now and look forward to the continued collaborative relationship. I highly recommend them!

*Steven Clement*

Steve Clement  
Rochester Hills Public Library

Since 1910

# DILLMAN & UPTON

LUMBER | CABINETS | WINDOWS | DECKS

To whom it may concern:

I am writing to wholeheartedly recommend Vanguard Cleaning Systems of Greater Detroit for any cleaning services you may require. Having relied on their exceptional services for the past sixteen years, I am confident in their ability to exceed expectations consistently.

Throughout our relationship, Vanguard has demonstrated unwavering professionalism and dedication. Their team is not only punctual and thorough but also courteous and respectful of our environment. They consistently go above and beyond to ensure every detail is attended to, leaving our space impeccably clean and organized.

What sets Vanguard apart is their commitment to flexibility, which is very important to us. Their attention to detail and adaptability to our specific needs have made them an invaluable part of keeping our facility in pristine condition.

I have recommended Vanguard to others over the years, and they have all shared similar positive experiences. Their reliability, consistency, and excellence in service make them an ideal choice for anyone seeking top-notch cleaning solutions.

Sincerely,

A handwritten signature in black ink, appearing to read "B. M. Upton", written in a cursive style.

**Brad Upton**

Owner of Dillman and Upton

# VANGUARD CLEANING SYSTEMS OF GREATER DETROIT



## WHAT I HEARD

- You are looking for a service provider to clean the Fire Station Restrooms 2x week and the DDA Office Space 2x month.

## HOW I PLAN TO HELP

The team will provide sanitizing and cleaning in the restrooms at the Fire Station 2x week and general cleaning 2x month at the DDA Lake Orion office space.

# LEVEL ONE SCOPE OF WORK: PREPARED FOR Lake Orion Downtown Development Authority

|  | MON | TUE | WED | THU | FRI | SAT | MONTHLY |
|--|-----|-----|-----|-----|-----|-----|---------|
| <b>DDA OFFICE BUILDING</b>   |     |     |     |     |     |     |         |
| Empty trash and recycling, remove to designated area; replace can liners as needed (includes exterior trash cans at any entrances) |     |     |     |     |     |     | 2X      |
| Clean all entry doors fully on both sides  |     |     |     |     |     |     | 2X      |
| Spot clean interior glass doors, windowpanes and sidelight glass on both sides for fingerprints and smudges                        |     |     |     |     |     |     | 2X      |
| Clean and sanitize high touch points: door handles, push plates and switch plates  |     |     |     |     |     |     | 2X      |
| Spot vacuum carpeted and hard surface floors, spot mop hard surface floors   |     |     |     |     |     |     | 2X      |
| Detail vacuum carpeted and hard surface floors, detail mop hard surface floors   |     |     |     |     |     |     | 2X      |
| Dust eye level flat surfaces such as window ledges and file cabinets   |     |     |     |     |     |     | 2X      |
| Dust high reach areas including vents, grills, door frames and picture frames  |     |     |     |     |     |     | 2X      |
| Dust low reach areas including baseboards, moldings, carpet edges and corners  |     |     |     |     |     |     | 2X      |
| Remove cobwebs from upper and lower corners  |     |     |     |     |     |     | 2X      |
| <b>FIRE STATION RESTROOMS</b>  |     |     |     |     |     |     |         |
| Restock toilet paper, paper towels, hand soap, and other supplies  |     |     | x   |     | x   |     |         |
| Empty sanitary napkin receptacle and clean with disinfectant   |     |     | x   |     | x   |     |         |
| Disinfect door handles, partition handles, dispensers, and light switches  |     |     | x   |     | x   |     |         |
| Clean restroom fixtures including toilet bowls, toilet seats, urinals, and sinks   |     |     | x   |     | x   |     |         |
| Clean urinal partition and toilet stall walls  |     |     | x   |     | x   |     |         |
| Clean and polish mirrors, glass and chrome   |     |     | x   |     | x   |     |         |
| Vacuum and damp mop ceramic and resilient floor surfaces with disinfectant   |     |     | x   |     | x   |     |         |
| High dust tops of doors, partitions, mirrors, and air vents  |     |     |     |     |     |     | M       |
| Pour hot water down floor drains to prevent dried traps and sewer gas back ups   |     |     |     |     |     |     | M       |
| Clean the corners of the tiled floors  |     |     |     |     |     |     | M       |



## CONTRACT PRICING SERVICE LEVEL OPTIONS

| LEVEL ONE PRICING TIER: CLEANING AND SANITIZING |   |   |
|---|---|---|
| Monthly Rate                                    | \$700.00                                  |   |
| Service Frequency                               | <b>Fire Station Restrooms:</b><br>2x week | <b>DDA Office Building:</b><br>Every Other Week |
| Service Type                                    | Recurring After Hours Janitorial Services |   |

| ADDITIONAL SERVICES:                  |                       |
|---------------------------------------|-----------------------|
| Service                               | Pricing               |
| Detail Cleaning Services              | Priced Per Occurrence |
| Carpet Cleaning                       | Pricing Available     |
| Window Washing                        |                       |
| Stripping and Waxing                  |                       |
| Ceramic Tile Scrub and Grout Cleaning |                       |
| Consumable Supply Pricing             |                       |

# VANGUARD CLEANING SYSTEMS OF GREATER DETROIT



## VANGUARD CLIENT EXPERIENCE

- Providing recurring janitorial services to over 400 businesses throughout Oakland, Wayne, and Macomb counties
- 54 independently owned and operated franchise owners
- Quadrant System

Client retention of 98.4%  
over the last ten years

**A**CCOUNTABLE  
**P**ROACTIVE  
**P**ROBLEM-SOLVER  
**S**YSTEM



**CARPET  
CLEANING**



**HARD  
FLOOR CARE**



**WINDOW  
WASHING**



**CONSUMABLE  
SUPPLIES**



**KENNEDY J, CUSTOMER**

"Vanguard Cleaning Systems has not missed a beat when it comes to cleaning, even when covid hit. [...] Vanguard comes second to none in exceptional customer service."



**DEBORAH R, CUSTOMER**

"When we had an issue, they were quick to locate someone who believed in the work we do and complimented our business. Recommend them to find someone to uniquely compliment your business!"



**JODI G, CUSTOMER**

"Vanguard, by far, is the best cleaning co. we have worked with since moving into our offices several years ago. We highly recommend Vanguard!"



**VANGUARD CLEANING SYSTEMS**  
**“Level One” CONTRACT AGREEMENT**

**The undersigned hereby accepts the proposal of VANGUARD CLEANING SYSTEMS to supply janitorial services for our premises located at:**

Lake Orion Downtown Development Authority

118 N Broadway Street  
Lake Orion, MI 48362

With the following terms:

1. Beginning \_\_\_\_\_ VANGUARD CLEANING SYSTEMS will provide services at the Lake Orion Fire Station and the DDA Office after hours **2 X Week and 2x Month at a monthly cost of \$700.00** based upon current occupancy.
  - *Carpet Cleaning, Stripping and Refinishing VCT areas, Scrubbing and Recoating, Window Cleaning: upon request at an additional charge.*
2. The contract price quoted is for one year and has been computed on the basis of prevailing costs. The price is subject to future adjustment based upon substantial changes in occupancy or cleaning requirements.
3. Any work performed on the Public Holidays of New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day will require an additional charge.
4. Vanguard will require upon acceptance one set of key/access to facility after 5 PM for Service Provider.
5. Vanguard will perform all janitorial services specified in the “Level One Scope of Work” in a satisfactory manner. In the event of non-performance by Vanguard, Lake Orion Downtown Development Authority shall first give verbal notification to Vanguard so that Vanguard may attempt to correct the problem.
6. Either party to this contract may terminate its participation herein upon 30 days written notice to the other Party.
7. All cleaning equipment and cleaning supplies will be furnished by Vanguard with the exception of toiletries, liners and paper supplies which can be purchased through Vanguard. Please see attached price list.
8. Invoicing is at the beginning of each month for that month’s service, with current payment due by the 5th of the following month, delinquent by the 10th.

ACCEPTED:

\_\_\_\_\_  
Lake Orion Downtown Development Authority

\_\_\_\_\_  
Vanguard Cleaning Systems of Greater Detroit

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date