Response to Request for Proposal (RFP) for Custodial and Related Services
Solicitation Number 11-10

Presented to:
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Director TCPN
The Cooperative Purchasing Network

Presented by:
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July 14, 2011
July 14, 2011

Jason Wickel  
The Cooperative Purchasing Network  
7145 West Tidwell  
Houston, Texas  77092

Dear Jason Wickel,

We are pleased to submit the enclosed janitorial services proposal for The Cooperative Purchasing Network in response to your recent RFP. We believe this proposal offers The Cooperative Purchasing Network a quality-oriented, cost-effective janitorial services program that will meet your clients’ needs.

We strive to exceed expectations through our dedicated personnel, innovation and a commitment to customer satisfaction. ABM will be an excellent partner for The Cooperative Purchasing Network clients’ because we have extensive experience in serving the Education, K-12 industry. Our entire organization stands behind this proposal and all of the commitments made to The Cooperative Purchasing Network.

If there is any additional information I might provide, please don’t hesitate to call or write. All of us at ABM look forward to the opportunity of working with you.

Sincerely,

Wayne Moffet  
SCSR Sales Manager, K-12
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Executive Overview

We’re at your service… with reliable people, technology and experience

ABM is pleased to offer The Cooperative Purchasing Network our valued janitorial services. Our team works with you to provide flexible, customized services at a fair price that will:

- Enhance your facility’s image and appearance,
- Help you optimize overall return on cost-savings solutions, and
- Create clean, healthy and well-maintained environments in a safe manner.

To provide a consistent quality of service with measurable results at The Cooperative Purchasing Network, we’ll put our industry-leading methods to work. These consistent standards apply to chemical and equipment selection and use, employee training, safety, security and quality control.

You’ll find that we take our responsibilities to you seriously. From our corporate offices to local managers and service workers at your facility, ABM employees will have the same goals as you do. We’ll stay on top of your needs through technologically advanced communication, tracking, reporting and data analysis. That’s why our satisfied customers have made us one of the largest facility services contractors on the New York Stock Exchange.

In more than 100 years of doing business, we’ve learned how to work hard AND smart. We offer:

- **Experience + innovation** = a combination that brings you our tradition of excellence coupled with new ways to solve problems and increase efficiencies.

- **National scale + local presence** = providing you with remarkable economies and expertise coupled with knowledge of your locale and specific needs.

ABM gives your employees a “ready to work” environment… one that leaves your students, teachers and administrators with a positive impression of your facility. You’ll be free to focus on taking your business to the next level of success.

We invite you to review the highlights of how we will put ABM’s expertise to work for you. We also encourage you to call our references, listed in this proposal.

Thank you for allowing us to provide this proposal for janitorial services. ABM believes that what we actually do for our customers will always prove more important than what we say we’re going to do. Let us prove to you that our word—and our work—are ALWAYS reliable.
We Understand Your Environment

Creating a healthy, high performance environment for your school

ABM has been servicing the K-12 Education market for over 40 years. We understand your interests lie in what is best for your students and faculty. Maintaining a clean, safe learning environment promotes healthier students and employees and creates a positive school image.

ABM leverages its team of educational specialists located throughout the United States to enhance our capabilities to best support your school’s needs. The requirements and culture of a K-12 school differ greatly from other environments, such as college campuses. We recognize these differences and build our program to support your unique needs. You will experience a partnership based on cooperation and focused on your goals and objectives through a professional, well designed service plan.

The unique nature of educational institutions presents administrators and supervisors with a number of distinct challenges. To provide a consistent, quality service with measurable results at The Cooperative Purchasing Network, we'll put our industry leading methods to work. These consistent standards apply to chemical and equipment selection and use, employee training, safety, security and quality control.

From specialized restroom cleaning and playground certification to building security and athletic field maintenance, we have the experience and knowledge to meet your needs.
Addressing Your Needs

School Image
A large part of a school’s prestige comes from a positive, professional image. The effects of poor cleaning can easily contribute to increased complaints, the diminished appearance of the campus and the increased potential for accidents. Alternatively, a clean and well-maintained school helps attract families and retain teachers, while enhancing the working environment for faculty and staff.

Building Security and Turnover
High turnover of cleaning staff negatively affects students, faculty and staff. It can create fluctuations in cleaning quality and a reduced sense of building security. ABM understands the importance of maintaining a stable cleaning staff and we have several processes and programs in place to screen, select, train and retain employees.

The ABM Selection Process ensures quality employees who meet your security procedures and requirements are placed at your schools. Employees will undergo background checks and fingerprinting in accordance with your requirements and wear uniforms and badges to be easily recognizable at your schools. In addition, ABM retains our employees through a comprehensive benefits program, providing training and encouraging professional growth.

Your Time Spent on Service Issues
We understand your time is best spent on matters that enhance academic excellence and campus initiatives, not worrying about facility management problems. When you’re confident that your needs are addressed, you are able to focus on other priorities. ABM will be at your service to design a customized program for The Cooperative Purchasing Network that combines all of your needs, costs and expectations into one integrated plan.

We’ll stay on top of your needs through technologically advanced communication, tracking, reporting and data analysis. That’s why our satisfied customers have made us one of the largest facility services contractors on the New York Stock Exchange.

Keeping Costs Down
The cost of facility services can be one of the largest monthly operating expenses. To enhance the value of your school, you must receive the best value for the dollars spent. The challenge is to balance this budget with your level of expectation. ABM will create a customized facility services program per your requirements.

We have substantial local and national expertise staffing campuses similar to yours. Our staffing levels and supervision are designed specifically for your schools. In addition, our technology solutions ensure that labor costs are within your budget and service quality meets your expectations.
Experience in Education K-12

Similar Customers
ABM provides facility services to hundreds of schools across the country. Below is a sampling of ABM’s K-12 customers:

• Cherry Creek School District – Englewood, CO
• Dalton School – New York, NY
• Tolleson Elementary School District – Tolleson, AZ
• Evergreen Public Schools – Vancouver, WA
• Hamilton County Department of Education – Chattanooga, TN
• Houston Independent School District – Houston, TX
• Oak Creek Schools – Oak Creek, WI
• Scottsdale Unified School District – Scottsdale, AZ
• Sacred Heart School – Atherton, CA
• Stratford Public School – Stratford, CT
• Whitfield County Schools – Dalton, GA

Associations
ABM is an active member and participant in the following educational industry professional and trade organizations:

• Association of School Administrators (ASA)
• Association of School Business Officials (ASBO)

DID YOU KNOW??

• ABM has been servicing Evergreen Public Schools for over 30 years.
• ABM provides bundled services including custodial, engineering and landscaping for the Houston Independent School District.
• “Customer service has been excellent. The Board of Education is pleased. The schools are cleaner, and staffing levels and employee productivity are higher than we experienced with in-house service.”

- Gary Waters, Assistant Superintendent Auxiliary Services, Hamilton County Board of Education
Services through ABM

Become more productive with a single facility service provider
Should your needs expand; we offer a wide range of services to meet your requirements.

- Daily, periodical cleaning
- Summer deep clean
- Day / night staffing
- Carpet, furniture and gym floor care

- HVAC technicians
- Electrical and plumbing service
- Carpentry, locksmith service
- General repairs / handyman

- Energy reduction specialists
- Equipment preventative maintenance plans
- Assistance to minimize your carbon footprint
- Feasibility analysis and rebate application

- Parking lot and building access control
- After-hour building lockup
- Emergency response; evacuation planning
- Parent pick-up and drop-off monitoring

- Grounds maintenance
- Athletic field maintenance
- Landscaping
- Playground upkeep

- Charter services
- Daily bus routes
- Event parking management
- Crossing guard services
Welcome to ABM

Since our beginning in 1909, we’ve listened to our customers. While much has changed in the last 100 years, our values remain unchanged. From our humble beginning, as a one man window washing company, ABM has continued to build a legacy through industry leadership, growth and innovation with a commitment to integrity.

A wide range of services to meet your facility needs

ABM is the leading provider of facility services in the United States offering a wide range of services including, janitorial, security, parking, landscape, maintenance and energy services. The ABM subsidiaries are organized by trade expertise and reach our customers in all 50 states, Puerto Rico, and British Columbia, Canada, via 240 branch offices.

We offer you a qualified, professional workforce combined with proven methods and the latest technology. Together, these elements allow us to maximize your facility service dollar with:

- Cost reductions
- Greater efficiencies
- Locally managed supervision
- Customizable solutions
- Bundled services

Strong financials mean the ability to offer you more

Our success has come from faithfully serving our customers. Size, operational infrastructure and financial strength enable us to offer you a level of sophistication that translates into savings and peace of mind. You’ll find that our size works to your advantage because you receive the large company resources, expertise and technology you need, plus the value inherent in economies of scale. Yet, through our branch offices, we offer the personalized service and knowledge of a local company.

Our greatest asset is and always has been our people

We have the greatest respect for the skilled and hardworking people we employ. Our work environment reflects a sense of community and embraces diversity. We encourage innovation and the personal and professional growth of each team member. Comprehensive training and employee safety programs enhance service levels for every customer and keep costs down.

Values and culture you can count on

Our relationship with you will be built on our core values: respect, fairness, and dignity. Every employee at ABM knows this and puts it into action at every job site. We have a culture of learning, teamwork and mutual accountability. We believe in integrity, compliance and good corporate citizenship. We bring added value to our customers not only through the many services we perform, but because of who we are and what we believe. Our values and culture will guide us to continually provide consistent, quality, and reliable service to our customers and build enduring relationships.

Applying ABM standards to partners

ABM self performs approximately 95% of our services. In those areas where we do not currently have an established regional or branch office or local service expertise, or when diversity spend is a goal, services are subcontracted through affiliated partners.

Service partners are subject to pre-qualification reviews to ensure they can meet ABM’s customer service requirements and have the applicable insurance, business licenses and, when required, diversity certification documentation. Furthermore, ABM has established sophisticated purchasing and subcontract
management processes that enable us to procure quality services, manage service partners effectively and save our customers money.

**ABM AT A GLANCE**
- Approx. $3.5 billion in annual sales
- 240+ branch offices nationwide - United States, Puerto Rico and British Columbia, Canada
- 96,000 service employees
- ABM Green Care™ Program
- Customer-focused
- D&B rating of 5A1
- Expansive technology platform
- Founded in 1909
- ISO 9000 compliant for quality and reliability
- Over 15,000 customers
- Public Corporation (NYSE: ABM)
- Sarbanes Oxley Compliant (SOX)

**ABM Janitorial AT A GLANCE**
- $2.3 billion in revenues (FY2010)
- 130 offices nationwide
- 71,000 employees
- Headquarters in Houston, TX
- Started in 1909
- Parent Corporation ABM Industries (NYSE:ABM)

**INDUSTRIES WE SERVE**
- Banking & Financial Services
- BioPharma / High-Tech
- Business & Commerce
- Higher Education
- Commercial Real Estate
- Sports & Entertainment
- Education: K-12
- Government
- Healthcare
- Improvement Districts
- Industrial / Manufacturing
- Residential
- Retail
- Snack Food & Bakery Operations
- Transportation / Aviation
Our People

It's our people who fulfill the ABM promise to our customers. We strive to attract, select and retain employees who will exemplify our core values, respect, fairness and dignity, at every job site. We look for superior employees from diverse backgrounds and cultures, give them the necessary training, encourage them to be responsible and accountable for their work and reward them for exceptional performance.

With well-managed people in the right jobs, our customers will benefit in many ways including:

- Higher quality service
- Increased productivity and reliability
- Professional interaction with facility occupants
- Reduced turnover, resulting in more familiar faces and more consistent service
- Lower costs as a result of a safer workplace

Meeting and exceeding your service expectations requires employees who are willing and able to give their best, every day. And so, we have developed proven processes for recruiting, screening, selecting, training, developing, and retaining talented individuals.

Attract & Recruit

Recruiting the best

ABM's reputation for consistent, quality, reliable service while investing in our people's success attracts prospective employees without a great deal of solicitation or marketing. People want to work for ABM, and we feel that we attract the "best-in-class."

To maximize the number of applicants that fit our profiles, we recruit from more than one source—from multicultural community organizations and industry associations to online job postings. In addition, we also maintain an internal database of personnel.

The process begins with a well-defined job description. Then, as an equal opportunity employer, we seek someone who matches the job profile and ABM's culture—including the commitment and the desire to learn, work hard, and provide high quality service.
Screen & Select

Careful selection to ensure quality

According to your facility needs, we'll select candidates that can service your environment and deliver results based on your requirements. To that end, ABM uses professional interviewing and selection to provide quality employees who will meet the security procedures and requirements of your facility. We will take any additional steps necessary to ensure we know our candidates and you know what you’re getting.

Depending upon your specific needs, our services may also include:

- Standard background checks
- Criminal/sex offender background checks (CORI/SORI)
- Credit checks
- Drug screening
- Professional certification checks
- Additional reference checks

Train and Develop

An emphasis on safety + training

Our training program emphasizes best practices and working safely. You’ll receive the benefit of ABM’s lineup of innovative training and development programs that are directed at the national and regional levels and delivered locally. After orientation, an initial training session provides the new employee with the skills necessary to do the job. Additionally, specialized training is performed on site with experienced staff, so that we can cover the particular requirements of your facility.

We understand that great work done safely does not come by accident. For more detailed information, see the section titled “Training Program” in this proposal.

Retain

Encouraging professional growth

ABM provides ongoing support to its employees as they grow and develop in their careers. Our culture encourages each employee to openly communicate with his or her manager to develop a career path that builds on individual strengths and talents. Performance reviews further facilitate ongoing coaching and development so that each employee continues to prosper.

Employee benefits attract and keep good people

Maintaining a broad, competitive benefits program enables ABM to staff well-trained, experienced employees who are committed to their work. Employees are offered a selection of benefit options according to your contract or based on collective bargaining agreement requirements, which may include medical, dental, vision and life insurance plans, stock purchase plan, 401(k), paid vacation, holidays, etc. ABM is flexible for customers who wish to personalize a benefits package in order to meet their desired cost objectives while still achieving a work/life balance for the employees.
Training Program

ABM is committed to providing our employees with the skills they need to successfully perform their jobs, improve their efficiency, and develop new skills to enable them to better meet your needs. Employees starting out in the field are given the right tools and support to learn the business with the potential to grow into management positions. We ensure that every ABM employee is:

- Technically proficient with chemicals, equipment and methods
- Familiar with the rules and regulations of the facility
- Thoroughly trained regarding safety matters
- Committed to providing outstanding customer service

New-Hire Orientation and Training

During the start-up phase, ABM Project Managers and Supervisors conduct training sessions at our customers’ locations for all ABM employees who will be working at the job site. The agenda includes:

- Orientation to ABM and to the facility
- Orientation to specific facility rules and regulations
- ABM policies and procedures
- Safety training
- Restroom cleaning procedures
- Common area cleaning procedures
- Explanation of individual job duties
- Proper use of tools and equipment
- Waste disposal
- Smoking regulations
- Site security rules and procedures
- Uniform distribution
- Drug-Free Workplace Policy

Training for service workers concentrates on specific work tasks. We give our employees illustrated cleaning cards, and our Supervisors then do the following:

- Demonstrate each step of the cleaning process
- Review the importance of why a task is performed in a specified manner
- Constructively guide employees while they perform their tasks
- Explain the safe use of chemicals and equipment
- Train employees to perform visual inspections of their area before completing work, and to correct any deficiencies noted
- Inspect completed work and retrain when necessary
- Complete initial training checklist for each employee, and review performance at regular intervals
Safety Training

DVD Training Presentation
ABM’s DVD presentation training has a heavy emphasis on performing work in a safe manner. Topics covered include employee professionalism, PPE utilization, HazComm, MSDS, ABM cleaning products, and corrective action for violating safety policies and rules. This training program is implemented on an on-going basis using hands-on practice; personal, videotape and classroom instruction; seminars and on-site training meetings.

Before being assigned to a specific job site, ABM employees are given mandatory training which includes topics addressing basic safety, operations, and human relations. Mandatory training topics include:

General Safety and Accident Prevention Training with Site-Specific Safety Items
- Proper Lifting
- Preventing Slips/Trip/Falls
- Barricade Program
- Ergonomic Safety (general body-mechanics)
- Return-to-Work Program

OSHA Compliance Training with Site-Specific Safety Items
- Task Hazard Determination related to the job
- What are the hazards of the job
- What are the PPE requirements for those hazards
- HazCom (MSDS – Chemical awareness)
- Emergency Evacuation (exit routes and gathering area)
- Reporting accidents

Recurrent Training Sessions
Periodically, ABM managers conduct recurrent training sessions for current and replacement employees at the customer’s site. These sessions are more technical in nature and concentrate on specific job tasks and duties. Employees are trained in groups specific to their function.

Topics for these sessions include:
- Interdisciplinary training in job-specific topics (e.g., floor waxing, restroom cleaning, machine-cleaning techniques, window cleaning standards and requirements, etc.)
- Safety issues (e.g., accident investigation procedures, hazard detection/inspection, return-to-work programs, etc.)
- Communication skills
- Customer relations skills
- Specialized training required certification
- Supervisor Development Training
- Quickstep Training

Compliance of the staff to training is measured and tracked by attendance, job performance, tests, etc. to ensure all employees are receiving the proper level of training.
QuikSteps Training

The goal of QuikSteps training is to help the employees understand the procedures for basic cleaning and improve their efficiency, productivity and capabilities.

During initial training our instructor demonstrates the five basic cleaning skills of vacuuming, dusting, spot cleaning, trash removal and restroom cleaning. Instructional videotapes are sometimes used to supplement the hands-on instruction. Following the instructor’s lead, employees perform the skills presented, demonstrating their understanding of the correct procedure. Instructional material is available in a variety of languages and pictorial formats to maximize communication and understanding.

During in-service training a new employee is paired up with an experienced lead, working alongside and learning about the position’s on-site requirements. Our process has proven to be an effective way for new employees to gain confidence, improve their skills and quickly learn the site’s cleaning needs.
Managing Risk through Safety Programs

Commitment and Belief

Preventing work-related injuries is so crucial that we teach safety awareness to every employee. If safety issues in the workplace are not addressed quickly, they can lower productivity, work quality and increase the chance of incidents. We also understand these preventative measures are also critical in enhancing the safety of your students, teachers and administrators. We strive to ensure that training, inspections and reporting are in compliance with government agencies and company policy — yours and ours.

Most accidents can be prevented with the proper training, but sometimes accidents do occur. We’ve developed procedures that enable us to report accidents immediately, file claims documentation properly and provide employees with the resources to be able to return to work in a reasonable timeframe.

Resources

As an ABM customer you’ll have resources to depend on, including specialists in safety, training, prevention, workers’ compensation, Sarbanes-Oxley (SOX), liability, claims and insurance management. To keep on top of safety concerns amongst all of our customers, we have a Safety Committee that meets monthly to:

- Report on training, inspections and incidents
- Revisit safety objectives and loss prevention goals
- Provide recommendations for the prevention of future incidents
- Review monthly Branch Safety Reports

Program Overview

Key elements include:

- **ABM Safety & Health Manual**: This manual describes the essential policies related to organizational responsibilities, safety program organization, safe work practices and recordkeeping requirements. It helps us apply procedures consistently at every site.

- **Safety Communications**: ABM supervisors have online access to the ABM library, which includes over 130 training topics. Also available in English and Spanish.

- **OSHA Injury & Illness Recordkeeping**: ABM maintains and monitors the OSHA 300 Log recordkeeping process to comply with Federal requirements, and also to track safety performance at the local level, providing real-time incident rate data.

- **Motor Vehicle Record (MVR) Check and Driver’s Alert Programs**: We check employees’ personal driving records if they are to drive a company vehicle. Periodic re-checks are made to determine their continued eligibility. In addition, we require that all ABM vehicles have a decal asking the public to report unsafe driving via a toll-free number.

- **Loss Control**: ABM monitors our Experience Modification Rates (EMR) to better understand and lower our workers’ compensation costs. Since an EMR compares our claims experience to other employers of similar size in our industry, it is a measure of how ABM’s loss prevention and control practices stack up to the competition. Our intrastate EMR has been consistently below 1.0, better than the industry average.

- **Medical Coverage**: ABM has partnered with a medical telephonic triage service to give our employees 24/7 access to medical professionals in case of an injury. This program not only advises our employees of the proper care for injuries and when to seek emergency services, but also provides timely reporting of all on-the-job incidents.
Technology

Gives You Greater Efficiencies and Ready Communication

Technology has changed the face of the facility services industry, and ABM helps drive the latest innovations. Customers benefit from improved communication, increased worker productivity and integrated processes to measure results. You'll be able to see what's happening with your facility services, automatically track areas for improvement, save money with paperless automated communication and gain the benefits of reduced response time.

Our reliable IT infrastructure allows ABM employees to be responsive any time of the day, from any location... something you may not find with a small or local company. We increase the dependability of our people and processes through the support of efficient systems that are ultimately transparent to our customers, and visible to our senior management.

ABM's leading-edge technology provides benefits that help:

- Control costs
- Assure quality services
- Deliver on scheduled services or special requests
- Communicate efficiently
- Provide accurate, timely, financial information and service reports
- Consolidate information to drive process improvements

Highlights of our IT infrastructure

- Our **disaster recovery program** promotes high reliability and redundancy of all systems.
  - ABM’s data is constantly being replicated at a disaster recovery center
  - We test disaster recovery capabilities every six months and have had no failures
  - This program has been audited by internal auditors, as well as two external audit firms, every year for the past five years and has passed every audit.

- A **quality management system** that is accessible online to our employees from any internet connection. Our Quality Management System suite (QMS 24/7)—including work orders and inspection systems—is Web-enabled and Mobile-enabled, allowing employees and customers to view and provide feedback through the Web and communicate through a PDA.

- ABM’s **internal work system** allows users to work in a web-based collaborative environment. Employees have access to their computer desktops from any internet connection, providing them with all of their work applications in a 100% secure environment.

- ABM’s **e-mail server** is a high-availability Stratus server, which means consistent and reliable e-mail communication between The Cooperative Purchasing Network and our employees.

In short, we’ve mastered the art of IT efficiencies in facility services. By tapping into our expertise, our customers enjoy the quality results that only come from working with an industry-leading expert.
Quality Assurance Program

Ensuring Measurable Quality

Our purpose is to establish a quality culture, a culture that focuses on customers, involves employees, measures performance, and is continuously improving. To achieve that goal we employ a unifying quality system that places a variety of processes into a single framework. This framework is taken to new customers and service partners as a starting point from which to customize project-specific quality programs. This framework enables us to roll up measurements, and to monitor improvements across segments, customers, and service partners. The program is designed to fit a wide variety of industries and environments we service to ensure we meet our customers’ needs.

ABM has stringent hiring and training processes and a commitment to meet the highest safety and service standards. We select top-caliber employees and provide them with extensive ongoing training, guidance and incentives to ensure that proper safety and service procedures are their top priorities at your facility. In addition, major investments in technology are ABM’s ongoing priority, leading to the development of innovative techniques as well as new approaches to measuring service levels.

Quality Management System – QMS 24-7

ABM’s, QMS 24-7, is our proprietary, web-based control system to support our customer’s quality goals and requirements. QMS 24-7 allows both ABM and The Cooperative Purchasing Network to simply log in to view inspection results, work order status, periodic maintenance schedules, and reports. ABM focuses on the following to provide you with consistent, quality, reliable service:

- Analyzing inspection results
- Automating work order management
- Establishing and tracking accountability
- Continually improving processes
Inspections
The facilities are inspected on a regular schedule, and the data is entered into QMS 24-7 via laptop, Blackberry or other wireless device. Customized quality control inspection reports, showing results and trends, are available on-line or can be downloaded into an Excel spreadsheet. From this information, our managers can determine what actions are necessary to maintain contract compliance, continuous improvement and ultimately, customer satisfaction.

Work Order Management
QMS 24-7 is a simple, technologically robust tool that facilitates entering and tracking work orders from inception to completion. Workflow through the system varies according to your needs. If you have geographically dispersed sites, you can contact our call center 24/7 with a service request. Work orders are generated and dispatched to our staff via email to a variety of wireless devices.

The status of open requests and periodic tasks that are scheduled, are reviewed and updated—all in real time via a wireless hand held device or computer. Once the work order is completed, it can be closed immediately using the same delivery devices. With our state-of-the-art system, we can act upon service requests promptly – then track them through completion and invoicing.

Tracking Accountability
All work requests clearly define who is responsible for the work and the time involved for completion. All requests are time stamped, and automatic escalations are triggered by that time, notifying management. At this point, service delivery is measured, quantified, and analyzed by ABM management and if requested, the customer. Best practices can be identified and disseminated, producing significant improvements in customer satisfaction.

As work is accomplished and work orders are closed, the reporting system is updated. Supervisory personnel can follow up with service workers on issues and requests to make certain all work is completed to our high standards. Any problems that emerge from this follow up are immediately corrected and the communication loop is then closed—but only when our customers are absolutely satisfied.

Process Improvement
ABM strives to optimize our processes to achieve more efficient results through planning, standardization, employee engagement and other means. We continuously look to identify areas of opportunity and target any problem areas, formulate a detailed strategy, and promptly execute the solution. When we engage in a proactive processes improvement strategy, we are able to build upon our foundation of best practices, procedures and processes so you receive the best service. ABM’s QMS 24-7 helps us identify where to focus our efforts.

QMS 24-7 Benefits Realized
You’ll receive the following benefits by leveraging QMS 24-7:

- Automated communication, resulting in reduced response time
- Complete, up-to-date work order status
- Round-the-clock access, communication and tracking
- Periodic scheduling and tracking
- Customized inspection and work order reports providing data for process improvement
- Improved customer satisfaction
- Less time spent managing issues
Billing Flexibility and Custom Reports

Billing

We know flexibility plays an important role in managing the billing process of our customers. Depending on your needs and contractual requirements, your billing will be administered either out of a local branch or the national ABM office. We offer a wide range of billing capabilities, and can provide your invoices either electronically or in hard copy format.

Should you desire consolidated billing for all your ABM services, we can easily handle this, giving you:

- Fewer invoices and less paperwork, saving time and money
- Better money management because work is billed routinely and accurately
- Better review and control of budgets
- No additional cost for the customization of your billing

While we strive to ensure things are done right the first time around, if a problem should occur, ABM will resolve all invoice issues as quickly as possible. We have established an internal goal of 100% accuracy the first time.

Reporting

Moreover, our goal is to provide you with timely, relevant information. ABM can customize reports to meet your requirements and fit your format. You can view these reports online or receive them in hard copy. We can provide reports weekly, monthly, quarterly and annually with a roll-up of the information to illustrate year-to-date performance. ABM can provide report recommendations, however, the format of the report and the frequency are up to you.

Examples of standard reports we can provide include:

- Financial Analysis
- Work Orders
- Inspections
- Workforce Management
- Training & Safety
- Cost Savings & Service Improvement
- Equipment & Assets

As always, customized reporting can be arranged.
What to Expect From Your Relationship with ABM

Customers who have been with ABM for decades will tell you that we have a service-focused mentality. ABM’s work ethic centers on:

Meeting your needs: No “one-size-fits-all” answers
Customers come to us for lasting and reliable facility services. They know we understand their everyday demands and special circumstances. They appreciate the fact that ABM doesn’t provide “one-size-fits-all” answers. Yes, we’re proud of our expertise, but we have built our business on listening to our customers.

Our company values: Working for you
Our relationship with you will be built upon our core values which are respect, fairness and dignity. We instill this in every employee at ABM, and they put it into action at your job site.

New levels of performance: You can count on our expertise
Because we continue to transform the industry through our knowledge, integrity and professionalism, we can expertly handle most anything you ask of us.

A value-added relationship: Service + peace of mind
We conduct business in a way that instills a sense of confidence in our customers. It’s something that reaches beyond ABM’s service competence; it’s a sense of security. You’ll know you have chosen wisely when you choose ABM.

A local perspective: People who know you
Yes, we’re a large company with powerful resources, however, our customers know us like they would a local company. You’ll find responsive people, with local knowledge and expertise in your line of business.

Consistent, quality and reliable service
It’s what we stand for. We strive each day to deliver this service to our customers. We are customer-focused and at your service to meet your facility needs.

We Want To Do Business With You.
TAB 1 – VENDOR CONTRACT AND SIGNATURE FORM

VENDOR CONTRACT

Between ABM Janitorial Services, Inc. and

THE COOPERATIVE PURCHASING NETWORK (TCPN)

For

Custodial and Related Services

The following pages will constitute the contract between the successful vendor(s) and The Cooperative Purchasing Network (hereinafter referred to as “TCPN”), having its principal place of business at 7145 West Tidwell, Houston, TX 77092. Respondent shall include in writing any required exceptions or deviations from these terms, conditions, and specifications. If agreed to by TCPN, they will be incorporated into the final contract.

This contract consists of the provisions set forth below, including provisions of all attachments referenced herein. In the event of a conflict between the provisions set forth below and those contained in any attachment, the provisions set forth below shall control.

GENERAL TERMS AND CONDITIONS

1. Customer Support
   The vendor shall provide timely and accurate technical advice and sales support to TCPN staff and TCPN participants. The vendor shall respond to such requests within one (1) working day after receipt of the request.

2. Assignment of Contract
   No assignment of contract may be made without the prior written approval of TCPN. Purchase orders and payment can only made to awarded vendor unless otherwise approved by TCPN.
   Awarded vendor is required to notify TCPN when any material change in operations is made that may adversely affect TCPN’s members, (i.e. bankruptcy, change of ownership, merger, etc.)

3. Disclosures
   Respondent affirms that he/she has not given, offered to give, nor intends to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor or service to a public servant in connection with this contract.
   Include a complete description of any and all relationships that might be considered a conflict of interest in doing business with participants in TCPN.
   The respondent affirms that, to the best of his/her knowledge, the offer has been arrived at independently, and is submitted without collusion with anyone to obtain information or gain any favoritism that would in any way limit competition or give an unfair advantage over other vendors in the award of this contract.
4. **Renewal of Contract**

   Unless otherwise stated, all contracts are for a period of one (1) year with an option to renew annually for an additional four (4) years if agreed to by TCPN and the vendor. TCPN shall review the contract prior to the renewal date and notify the current awarded vendor each year of the contract renewal. Awarded vendor shall honor the administrative fee for any sales occurred beyond 30 days on any sales made based on a TCPN contract whether awarded a renewal or not.

5. **Funding Out Clause.**

   Any/all contracts exceeding one (1) year shall include a standard “funding out” clause. A contract for the acquisition, including lease, of real or personal property is a commitment of the entity’s current revenue only, provided the contract contains either or both of the following provisions:

   Retains to the entity the continuing right to terminate the contract at the expiration of each budget period during the term of the contract and is conditioned on a best efforts attempt by the entity to obtain appropriate funds for payment of the contract.

6. **Ordering Procedures**

   Purchase orders are issued by participating entities to the awarded vendor stating “Per TCPN Contract”.

7. **Shipments (if applicable)**

   The awarded vendor shall ship ordered products within seven (7) working days for goods available and within four (4) to six (6) weeks for specialty items after the receipt of the order unless modified. If a product cannot be shipped within that time, the awarded vendor shall notify the entity placing the order as to why the product has not shipped and shall provide an estimated shipping date. At this point the participating entity may cancel the order if estimated shipping time is not acceptable.

8. **Invoices**

   The awarded vendor shall submit invoices to the participating entity clearly stating “Per TCPN Contract”. The shipment tracking number or pertinent information for verification shall be made available upon request.

9. **Tax Exempt Status**

   Since this is a national contract, knowing the tax laws in each state is the sole responsibility of the vendor.

10. **Reporting**

    The awarded vendor shall electronically provide TCPN with a detailed monthly or quarterly report showing the dollar volume of all sales under the contract for the previous month or quarter. Reports shall be sent via e-mail to TCPN offices at reporting@tcpn.org. Reports are due on the fifteenth (15th) day after the close of the previous month or quarter. It is the responsibility of the awarded vendor to collect and compile all sales under the contract from participating members and submit one (1) report. The report shall include at least the following information as listed in the example below:
11. Payments

The entity using the contract will make payments directly to the awarded vendor.

12. Pricing

The awarded vendor agrees to provide pricing to TCPN and its participating entities that are the lowest pricing available and the pricing shall remain so throughout the duration of the contract. The awarded vendor agrees to promptly lower the cost of any product purchased through TCPN following a reduction in the manufacturer or publisher’s direct cost. Price increases must be approved by TCPN. However, the awarded vendor must honor previous prices for thirty (30) days after approval and written notification from TCPN if requested.

All pricing submitted to TCPN shall include the administrative fee to be remitted to TCPN by the awarded vendor. It is the awarded vendor’s responsibility to keep all pricing up to date and on file with TCPN. All price changes shall be presented to TCPN for acceptance, using the same format as was accepted in the original contract.

All deliveries shall be freight prepaid, F.O.B. destination and shall be included in all pricing offered unless otherwise clearly stated in writing.

13. Administrative Fees

The awarded vendor agrees to pay administrative fees to TCPN as calculated as follows: (Sales will be calculated for fiscal year of January 1st through December 31st and reset each year)

<table>
<thead>
<tr>
<th>Annual Sales Through Contract</th>
<th>Administrative Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 - $50,000,000</td>
<td>2%</td>
</tr>
<tr>
<td>$50,000,001 - $100,000,000</td>
<td>1.75%</td>
</tr>
<tr>
<td>$100,000,001 - $150,000,000</td>
<td>1.5%</td>
</tr>
<tr>
<td>$150,000,001 - $200,000,000</td>
<td>1.25%</td>
</tr>
<tr>
<td>$200,000,001 - $500,000,000</td>
<td>1%</td>
</tr>
<tr>
<td>$500,000,001 - $1,000,000,000</td>
<td>0.75%</td>
</tr>
<tr>
<td>$1,000,000,000+</td>
<td>0.5%</td>
</tr>
</tbody>
</table>
14. Warranty conditions

All supplies, equipment and services shall include manufacturer's minimum standard warranty and one (1) year labor warranty unless otherwise agreed to in writing.

15. Indemnity

The awarded vendor shall protect, indemnify, and hold harmless TCPN and its participants, administrators, employees and agents against all claims, damages, losses and expenses arising out of or resulting from the actions of the vendor, vendor employees or vendor subcontractors in the preparation of the solicitation and the later execution of the contract. Any litigation involving TCPN, its administrators and employees and agents will be in Harris County, Texas. Any litigation involving TCPN's members shall be in the jurisdiction of the participating agency.

16. Franchise Tax

The respondent hereby certifies that he/she is not currently delinquent in the payment of any franchise taxes.

17. Marketing

Awarded vendor agrees to allow TCPN to use their name and logo within website, marketing materials and advertisement. Any use of TCPN name and logo or any form of publicity regarding this contract by awarded vendor must have prior approval from TCPN.

18. Supplemental Agreements

The entity participating in the TCPN contract and awarded vendor may enter into a separate supplemental agreement to further define the level of service requirements over and above the minimum defined in this contract i.e. invoice requirements, ordering requirements, specialized delivery, etc. Any supplemental agreement developed as a result of this contract is exclusively between the participating entity and awarded vendor. TCPN, its agents, members and employees shall not be made party to any claim for breach of such agreement.

19. Certificates of Insurance

Certificates of insurance shall be delivered to the TCPN participant prior to commencement of work. The insurance company shall be licensed in the applicable state in which work is being conducted. The awarded vendor shall give the participating entity a minimum of ten (10) days notice prior to any modifications or cancellation of policies. The awarded vendor shall require all subcontractors performing any work to maintain coverage as specified.

19. Legal Obligations

It is the Respondent’s responsibility to be aware of and comply with all local, state, and federal laws governing the sale of products/services identified in this RFP and any awarded contract and shall comply with all while fulfilling the RFP. Applicable laws and regulation must be followed even if not specifically identified herein.
20. Protest

A protest of an award or proposed award must be filed in writing within ten (10) days from the date of the official award notification and must be received by 5:00 pm CDT. No protest shall lie for a claim that the selected Vendor is not a responsible Bidder. Protests shall be filed with the Director of TCPN and shall include the following:

- Name, address and telephone number of protester
- Original signature of protester or its representative
- Identification of the solicitation by RFP number
- Detailed statement of legal and factual grounds including copies of relevant documents; and the form of relief requested
- Any protest review and action shall be considered final with no further formalities being considered.

21. Force Majeure

If by reason of Force Majeure, either party hereto shall be rendered unable wholly or in part to carry out its obligations under this Agreement then such party shall give notice and full particulars of Force Majeure in writing to the other party within a reasonable time after occurrence of the event or cause relied upon, and the obligation of the party giving such notice, so far as it is affected by such Force Majeure, shall be suspended during the continuance of the inability then claimed, except as hereinafter provided, but for no longer period, and such party shall endeavor to remove or overcome such inability with all reasonable dispatch.

The term Force Majeure as employed herein, shall mean acts of God, strikes, lockouts, or other industrial disturbances, act of public enemy, orders of any kind of government of the United States or the State of Texas or any civil or military authority; insurrections; riots; epidemics; landslides; lighting; earthquake; fires; hurricanes; storms; floods; washouts; droughts; arrests; restraint of government and people; civil disturbances; explosions, breakage or accidents to machinery, pipelines or canals, or other causes not reasonably within the control of the party claiming such inability. It is understood and agreed that the settlement of strikes and lockouts shall be entirely within the discretion of the party having the difficulty, and that the above requirement that any Force Majeure shall be remedied with all reasonable dispatch shall not require the settlement of strikes and lockouts by acceding to the demands of the opposing party or parties when such settlement is unfavorable in the judgment of the party having the difficulty.

22. Prevailing Wage

It shall be the responsibility of the Vendor to comply, when applicable, with the prevailing wage legislation in effect in the jurisdiction of the purchaser (TCPN or its Members). It shall further be the responsibility of the Vendor to monitor the prevailing wage rates as established by the appropriate department of labor for any increase in rates during the term of this contract and adjust wage rates accordingly.

22. Miscellaneous

Either party may cancel this contract in whole or in part by providing written notice. The cancellation will take effect 30 business days after the other party receives the notice of cancellation. After the 30th business day all work will cease following completion of final purchase order.

TCPN reserves the right to request additional items not already on contract at any time.
SIGNATURE FORM

The undersigned hereby proposes and agrees to furnish goods and/or services in strict compliance with the terms, specifications and conditions at the prices proposed within response unless noted in writing. The undersigned further certifies that he/she is an officer of the company and has authority to negotiate and bind the company named below and has not prepared this bid in collusion with any other Respondent and that the contents of this proposal as to prices, terms or conditions of said bid have not been communicated by the undersigned nor by any employee or agent to any person engaged in this type of business prior to the official opening of this proposal.

Prices are guaranteed: 120 days

Company name ABM Janitorial Services, Inc.
Address 3800 Buffalo Speedway, Suite 325
City/State/Zip Houston, Texas 77098
Telephone No. (713) 928-5344
Fax No. (713) 928-2143
Email address thaller@abm.com
Printed name Thomas K. Haller
Position with company Vice President
Authorized signature

Accepted by The Cooperative Purchasing Network:

Term of contract 7.25.11 to 7.31.12

Unless otherwise stated, all contracts are for a period of one (1) year with an option to renew annually for an additional four (4) years if agreed to by TCPN and the awarded vendor. Awarded vendor shall honor all administrative fees for any sales made based on a TCPN contract whether renewed or not.

Director of TCPN

Print Name

Authorized Signature

Print Name

TCPN Contract Number R5072
TAB 2 – QUESTIONNAIRE

Please provide responses to the following questions that address your company’s operations, organization, structure and processes for providing products and services.

1. States Covered
   Bidder must indicate any and all states where products and services can be offered.
   Please indicate the price co-efficient for each state if it varies.

   ☒ 50 States & District of Columbia (Selecting this box is equal to checking all boxes below)

   - Alabama
   - Alaska
   - Arizona
   - Arkansas
   - California
   - Colorado
   - Connecticut
   - Delaware
   - District of Columbia
   - Florida
   - Georgia
   - Hawaii
   - Idaho
   - Illinois
   - Indiana
   - Iowa
   - Kansas
   - Kentucky
   - Louisiana
   - Maine
   - Maryland
   - Massachusetts
   - Michigan
   - Minnesota
   - Mississippi
   - Missouri
   - Montana
   - Nebraska
   - Nevada
   - New Hampshire
   - New Jersey
   - New Mexico
   - New York
   - North Carolina
   - North Dakota
   - Ohio
   - Oklahoma
   - Oregon
   - Pennsylvania
   - Rhode Island
   - South Carolina
   - South Dakota
   - Tennessee
   - Texas
   - Utah
   - Vermont
   - Virginia
   - Washington
   - West Virginia
   - Wisconsin
   - Wyoming

   ☐ All U.S. Territories & Outlying Areas (Selecting this box is equal to checking all boxes below)

   - American Somoa
   - Federated States of Micronesi
   - Guam
   - Midway Islands
   - Northern Marina Island
   - Puerto Rico
   - U.S. Virgin Islands

2. Minority and Women Business Enterprise (MWBE) and (HUB) Participation

   It is the policy of some entities participating in TCPN to involve minority and women business enterprises and historically utilized businesses (HUB) in the purchase of goods and services. Respondents shall indicate below whether or not they are an MWBE or HUB certified.

   a. Minority/Women Business Enterprise
      Respondent certifies that this firm is an MWBE
      ☐ Yes  ☒ No

   b. Historically Underutilized Businesses
      Respondent certifies that this firm is a HUB
      ☐ Yes  ☒ No
3. Residency

Responding Company’s principal place of business is in the City of Houston State of Texas.

4. Felony Conviction Notice

Please check applicable box:

- A publicly held corporation; therefore, this reporting requirement is not applicable.
- Is not owned or operated by anyone who has been convicted of a felony.
- Is owned or operated by the following individual(s) who has/have been convicted of a felony.

- If the 3rd box is checked, a detailed explanation of the names and convictions must be attached.

5. Processing Information

Company contact for:

Sales Reports/Accounts Payable

Contact Person: Bernadette Haddad
Title: Financial Analyst
Company: ABM Janitorial Services
Address: 3800 Buffalo Speedway, Suite 325
City: Houston State: TX Zip: 77098
Phone: (713) 928-5344 Fax: (713) 928-2143
Email: bernadette.haddad@abm.com

Purchase Orders

Contact Person: Wayne Moffet
Title: SCSR Sales Manager, K-12
Company: ABM Janitorial Services
Address: 2632 West Medtronic Way
City: Tempe State: AZ Zip: 85281
Phone: (480) 968-8300 Fax: (480) 921-8734
Email: wmoffet@abm.com
Sales and Marketing

Contact Person: Wayne Moffet
Title: SCSR Sales Manager, K-12
Company: ABM Janitorial Services
Address: 2632 West Medtronic Way
City: Tempe State: AZ Zip: 85281
Phone: (480) 968-8300 Fax: (480) 921-8734
Email: wmoffet@abm.com

6. Distribution Channel: Which best describes your company’s position in the distribution channel:
   - [ ] Manufacturer direct
   - [ ] Certified education/government reseller
   - [ ] Authorized distributor
   - [ ] Manufacturer marketing through reseller
   - [x] Value-added reseller
   - [x] Other Janitorial Service Provider

7. Pricing Information
   - In addition to the current typical unit pricing furnished herein, the Vendor agrees to offer all future product introductions at prices that are proportionate to Contract Pricing. [x] Yes [ ] No
   (If answer is no, attach a statement detailing how pricing for TCPN participants would be calculated.)
   - Pricing submitted includes the required TCPN administrative fee. [x] Yes [ ] No
     (Fee calculated based on invoice price to customer)
   - Additional discounts for purchase of a guaranteed quantity? [x] Yes [ ] No

8. Cooperatives
   List any other cooperative or state contracts currently held or in the process of securing

<table>
<thead>
<tr>
<th>Cooperative/State Agency</th>
<th>Discount Offered</th>
<th>Expires</th>
<th>Annual Sales Volume</th>
</tr>
</thead>
<tbody>
<tr>
<td>GPPCS – Greater Phoenix Purchasing Consortium of Schools</td>
<td>None</td>
<td>2015</td>
<td>&lt; $1 million</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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TAB 3 – COMPANY PROFILE

Information About Your Company

Please provide the following:

1. Company’s official registered name.

   ABM Janitorial Services, Inc.

2. Brief history of your company, including the year it was established.

   The Beginning
   
   [1909]
   The company that was destined to become ABM Industries Incorporated in 1994 is founded by 31-year-old Morris Rosenberg. By merchants on San Francisco’s Fillmore Street, and with an initial investment of just $4.50 to purchase a water bucket, a sponge, a mop and a broom, Morris turned a profit of $3.50 that first day.

   [1913]
   To mark its expansion from window washing into complete janitorial services, Morris changes the name of his business to American Building Maintenance Company.

   [1915]
   Over the next several years, American Building Maintenance Company services 15 theaters operated by Irving Ackerman and Sam Harris, all in San Francisco. Morris rented additional space at the Phelan Building and leased a second office on Stevenson Street to accommodate the needs of his thriving business.

   American Building Maintenance Company consolidates three companies — The Chicago Window Cleaning Company, the American Window Cleaning Company and the M. Oberti Company.

   The Roaring 20’s

   [1920]
   On the strength of Morris Rosenberg’s strong customer relationships with several prominent owners of office buildings and movie theaters on the Pacific Coast, the company opens offices in Los Angeles, Portland and Seattle.

   [1921]
   By winning the contract to clean Stanford University, the company becomes the first janitorial contractor in America to clean a major college campus.

   [1927]
   By acquiring Easterday Supply Company of Los Angeles, San Francisco and Portland, ABM provides both janitorial services and supplies to its customers.
The Depression

[1932]
ABM now has roughly 1,500 employees, and clients that include banks, theaters, office buildings, department stores and one university — Stanford University.

[1933]
ABM goes east — ABM opens its first New York branch office.

Calm And War

[1941]
The company joins the war effort by cleaning thousands of Navy ships docked at West Coast ports.

[1945]
By the end of World War II, the company had opened 17 new offices in the United States and Canada. New branches include: Dallas, Detroit, New York, Miami, Houston, Minneapolis and Toronto.

The Information Age

[1959]
By the end of the ‘50s, ABM had offices in 45 cities across North America and employed more than 6,000 people.

Era of Change

[1962]
Ted Rosenberg is names the first Chairman of the Board, and Sydney Rosenberg becomes the first President and Chief Executive Officer of American Building Maintenance Industries.

[1965]
The stock of the parent company is listed on the American Stock Exchange.

The NYSE

[1970]
In a single month, $1 million in annual new service contracts are secured.

[1972]
The stock of the parent company is listed on the New York Stock Exchange. The company surpasses $100 million in annual sales.

Productivity Boom

[1992]
ABM subsidiaries serve customers in 35 of the 40 largest metropolitan areas in the United States. Annual revenues increased for the 82nd consecutive year. Every ABM subsidiary was profitable.

[1994]
To reflect the diversification of American Building Maintenance Industries into complete facility services, the parent company’s name is changed to ABM Industries Incorporated.

[1996]
ABM joins the Internet information super highway by launching its first company website: www.abm.com.
New Millennium

[2000]
Henrik Slipsager succeeds Bill Steele as ABM’s President & CEO.

[2001]
ABM dedicates a special edition of Alliance Magazine honoring the survivors and those who lost their lives in the September 11th terrorist attack on the World Trade Center.

[2002]
ABM made what was then its largest and one of the most important acquisitions in its history with the purchase of Chicago-based Lakeside Building Maintenance Inc., the largest privately owned janitorial contractor in the Midwest.

[2006]
ABM and all of its operating subsidiaries become Sarbanes-Oxley compliant, ensuring all accounting and reporting systems meet the stringent guidelines adopted by Congress and the SEC in the wake of corrupt fiscal major public corporations in this decade.

[2007]
An important part of ABM’s expansion in janitorial services was the purchase of OneSource Services, a competitor with more than $850 million in annual revenues and 31,000 employees across the U.S. and Puerto Rico.

[2008]
With a current work force of more than 101,000 and gross yearly earnings of $2.8 billion by the end of fiscal 2007, ABM finds itself poised to reach its goal of $5 billion in annual revenues by 2010.

[2009]
On January 5, 2009, ABM turns 100 years old, also celebrating Ted Rosenberg’s 100th birthday. ABM Janitorial Services FY2008 revenues reach $2.4 billion.

3. Company’s Dun & Bradstreet (D&B) number.

00-691-1622
4. Company’s organizational chart of those individuals that would be involved in the contract.

The following organizational chart represents ABM’s South Central Region. Organization charts showing local information will be provided upon award of contract(s).

5. Corporate office location.

1111 Fannin, Suite 1500
Houston, Texas 77002

a. List the number of sales and service offices for states being bid in solicitation.

ABM Janitorial Services operates through more than 130 offices all over the United States including Puerto Rico and British Columbia, Canada. If you require multiple services – even in multiple regions – we’ll provide across-the-board expertise for commercial cleaning service, in addition to any of our other services you need, conveniently integrated under one contract.

b. List the names of key contacts at each with title, address, phone and e-mail address.
ABM has a formal National Account Program whereby we can assign a National Account Manager as a single point of contact for TCPN. A National Billing Analyst, who works in conjunction with the National Account Manager, will be a single point of contact for summary contractual billing. This team enables TCPN access to a large network of resources assigned to support your service requirements. With the oversight of the National Account Manager, our National Account Program ensures predictable, consistent quality service is delivered regardless of the geographical location of specific sites. This account management team will oversee all service and ensure ABM compliance with your contractual expectations.

Local contact information will be provided upon award of contract(s).

6. Define your standard terms of payment.

ABM’s standard terms of payment are as follows, however, they can be modified to meet your specific requirements:

Payment shall be due within 20 days from the earlier of the date of invoice or the last day of each month for which services were performed. A late charge of the lesser of (a) 1.5% per month or (b) the maximum rate permitted by law, shall be paid by Client to Contractor on any past due payment not received within 15 days after the payment due date. If Client’s account is referred to an agency or attorney for collection, Client shall reimburse Contractor for its attorneys’ fees and collection costs. The price is based upon the service area and frequency of services in the attached specifications. If there is any change in either, Client and Contractor agree to negotiate a reasonable price adjustment.

7. Who is your competition in the marketplace?

<table>
<thead>
<tr>
<th>Company Name</th>
<th>Website</th>
<th>US Headquarters</th>
</tr>
</thead>
<tbody>
<tr>
<td>Able Services</td>
<td><a href="http://www.ableserve.com">www.ableserve.com</a></td>
<td>San Francisco, CA</td>
</tr>
<tr>
<td>GCA Services</td>
<td><a href="http://www.gcaservices.com">www.gcaservices.com</a></td>
<td>Cleveland, OH</td>
</tr>
<tr>
<td>Harvard Maintenance</td>
<td><a href="http://www.harvardmaint.com">www.harvardmaint.com</a></td>
<td>New York, NY</td>
</tr>
<tr>
<td>ISS Facility Services</td>
<td><a href="http://www.us.issworld.com">www.us.issworld.com</a></td>
<td>San Antonio, TX</td>
</tr>
<tr>
<td>UGL Unicco</td>
<td><a href="http://www.ugl-unicco.com">www.ugl-unicco.com</a></td>
<td>Newton, MA</td>
</tr>
</tbody>
</table>

8. What is your market share?

According to an Industry Study by the Freedonia Group, the aggregate value of the outsourced commercial cleaning marketplace in the United States is estimated to be over $31 billion in annual revenues. The marketplace is highly fragmented with more than 460,500 companies operating throughout the country. The revenues of the top five service providers combined represent a little over 15% of total market share. The estimated market share of ABM and some of our top competitors is shown below:
<table>
<thead>
<tr>
<th>Company</th>
<th>Est. Market Share</th>
</tr>
</thead>
<tbody>
<tr>
<td>ABM Janitorial Services</td>
<td>7.3%</td>
</tr>
<tr>
<td>UGL Unicco</td>
<td>1.4%</td>
</tr>
<tr>
<td>ISS Facility Services (U.S.)</td>
<td>1.3%</td>
</tr>
<tr>
<td>GCA Services Group</td>
<td>1.2%</td>
</tr>
<tr>
<td>Able Services</td>
<td>0.7%</td>
</tr>
</tbody>
</table>

9. Are you gaining market share, losing market share, or maintaining market share?

*ABM’s estimated market share has increased by 2% in the past 5 years.*

10. What is your strategy to increase market share?

*Currently ABM attends all National ASA & ASBO conferences, as well as a number of State conferences. Once awarded a TCPN partnership we will increase our involvement with each of these organizations on a National and local level. In addition, we will include the National School Board Association conference as a key event.*

*Additionally, ABM will utilize the following methods in our marketing strategy:*

- A mailer to Superintendents, Business Managers and other key administrators announcing ABM’s partnership with TCPN.
- Advertising in various K-12 dedicated publications announcing the partnership
- Internal national conference calls with ABM Management and Sales members discussing best practices in K-12 environment

11. What differentiates your company from competitors?

*No matter what services you outsource, the competency of the provider you choose will affect the outcome. One does not have to look far to find companies that have suffered because of service provider disasters: incompetent service, financial failures, poor hiring practices, violation of immigration laws, lack of concern for environmental or energy issues, and a host of other landmines that can hurt you and your business.*

*Choosing a service provider should not be a commodity-driven decision. Some ways that ABM Janitorial Services sets itself apart from the competition are:*

- Truly national service geography and robust service partner infrastructure affording us the ability to serve more locations than any of our competitors
- Financial strength and stability – 5A1 D&B rating
- Sarbanes-Oxley compliance and SEC standards and policies
- Ability to offer multiple services to our customers: Janitorial, Engineering, Energy, Parking and Security
- Listening and responding to our customers’ needs
- Strong local presence in over 250 U.S. metropolitan areas
• Operational expertise in all market types
• Quality assurance and performance measurement through our proprietary, web-based Quality Management System, QMS 24-7
• Attracting, hiring and training the highest caliber employees from our front line cleaners to top level management
• Commitment to Diversity & Inclusion
• Subcontractor management and supplier diversity programs
• ABM’s Fortune 1000 buying power offers substantial savings to national accounts and local operations
• Dedicated national account management program
• ABM’s Risk Management Department utilizes insurers that are A++ and A+, and purchases limits of coverage well in excess of $100 million. Our insurance program covers bodily injury and property damage caused by ABM or its employees. All this as part of a managed risk program aimed at managing losses and limiting client involvement where they have no responsibility
• Extensive experience in sustainability and green cleaning through our ABM Green Care™ program
• Broad customer base, which largely protects the company from downturns in any particular industry segment
• Strong track record of customer satisfaction and retention (Average length of a janitorial contract is greater than 12 years)

12. Describe how your company will market this contract if awarded.

As discussed in question 10 above, ABM will market this contract by increased involvement in several conferences sponsored by educational organizations, sending mailers to key educational administrators and advertising in industry publications.

13. Describe how you intend on introducing TCPN to your company.

ABM will introduce TCPN by employing one of our internal communication methods (i.e. national conference call, video conference, e-mail, etc.) with the appropriate ABM Management and Sales Team members.

14. Describe your firm’s capabilities and functionality of your on-line catalog/ordering website.

ABM is a service based organization, therefore, catalog/ordering is not applicable. However, through ABM’s proprietary web-based QMS 24-7 system, we can manage service requests for one location or your entire portfolio.

QMS 24-7 is a simple, technologically robust tool that facilitates entering and tracking work orders from inception to completion. Workflow through the system varies according to your needs. If you have geographically dispersed sites, you can contact our call center 24/7 with a service request. Work orders are generated and dispatched to our staff via email to a variety of wireless devices.

The status of open requests and periodic tasks that are scheduled, are reviewed and updated—all in real time via a wireless hand held device or computer. Once the work order is completed, it can be closed immediately using the same delivery devices.
With our state-of-the-art system, we can act upon service requests promptly – then track them through completion and invoicing.

15. Describe your company’s Customer Service Department (hours of operation, number of service centers, etc.)

Although we strive for perfect service - never missing a task or an area - the reality is that errors occur. ABM addresses negative feedback or complaints by clearly identifying the issue and providing prompt corrective action. To ensure the proper response is initiated, we group cleaning issues into three categories: a service-related problem, a request for non-contract work or a compliment or suggestion.

When you or a site manager contacts us with a cleaning problem, we respond quickly. We contact the person who reported the issue by phone or in person. Work Orders are entered into ABM’s QMS 24-7 system in a variety of ways including integration with customer systems and our customer service request portal. After we determine the issue is a cleaning problem, our system automatically determines who should receive the work order and immediately dispatches to that person via a variety of wireless devices. Additionally, staff members can enter work orders from a wireless device when performing site inspections or as a result of an observation during a site visit.

ABM uses closed-loop communication to ensure that work requested is completed to the customer’s satisfaction. In closed-loop communication our supervisory personnel follow up with the service workers on service issues and requests, verifying that the work is complete and meets our high standards. We then make contact again to verify that the problem has been corrected to your satisfaction. We don’t stop working on a cleaning problem until satisfaction has been attained.

Green Initiatives

- We’re committed to helping to build a cleaner future!

According to the U.S. Census Bureau, the world population is expanding at a mind-boggling rate. The world reached 1 billion people in 1800; 2 billion by 1922; and over 6 billion by 2000. It is estimated that the population will swell to over 9 billion by 2050. That means that if the world’s natural resources were evenly distributed, people in 2050 will only have 25% of the resources per capita that people in 1950 had.

The world has a fixed amount of natural resources - some of which are already depleted. So as population growth greatly strains our finite resources, there are fewer resources available. If we intend to leave our children and grandchildren with the same standard of living we have enjoyed, we must preserve the foundation of that standard of living. We save for college educations, orthodontia, and weddings, but what about saving clean air, water, fuel sources and soil for future generations?

As our business grows, we want to make sure we minimize our impact on the Earth’s climate. So we’re taking every step we can to implement innovative and responsible environmental practices throughout TCPN to reduce our carbon footprint, reduce waste, energy conservation, ensure efficient computing and much more. To that effort, we ask respondents to provide their companies environmental policy and/or green initiative.

ABM has a long-standing commitment to green cleaning and environmental sustainability. For nearly five years, ABM has been helping many of our customers
implement sustainable practices, such as green cleaning. To better assist our customers, we developed our innovative and award-winning ABM Green Care™ program, a market leading cleaning program that not only achieves superior results and productivity, but can also promote a healthier work environment for your building occupants.

Customized to Meet Your Needs

The ABM Green Care™ program is multifaceted and can be tailored to your sustainability goals. To protect and enhance the safety of your building occupants, we use environmentally preferable products and green-focused procedures following the requirements of the U.S. Green Building Council, Green Seal and the Carpet & Rug Institute, who provide nationally recognized standards for green products and procedures.

As an ABM customer, you will also benefit from our preferred purchasing agreements with the leading manufacturers of environmentally preferable and certified chemicals and equipment. Our proven operating procedures and training programs teach best practices in sustainable facility care, ensuring that our cleaners use products safely and effectively. ABM Janitorial Services specializes in green cleaning and is pleased to offer our expertise in planning and implementing a customized program for TCPN.

We can begin with basic green cleaning options, such as switching to Green Seal certified and other green compliant cleaning products. ABM Green Care™ can also take a broader approach to cleaning green and include things like recycling programs, building exterior and hardscape maintenance and touchless water conservation equipment. Whatever route you choose, there are simple steps you can take to decrease pollutants spread throughout your facility and to promote indoor air quality. Green cleaning provides benefits to businesses, buildings, occupants, visitors, and the environment.

The ABM Green Care™ program focuses on equipment, tools, supplies, and methods. We have created flexibility in our program by offering three distinct levels of green cleaning:

How You Can Benefit

Some of the important benefits achieved from green operations and maintenance practices include:

- Reductions in operating costs, especially waste disposal, water and energy
• Optimized life-cycle economic performance
• Improved building occupancy rates
• Creating healthier environment for all building occupants which, in turn, increases employee productivity
• Specifically, green cleaning programs help the environment by reducing allergens and air pollutants, conserving water, promoting recycling and the use of environmentally preferable and certified chemicals and equipment

Healthier surroundings means that building occupants are happier, have improved morale, reduced absenteeism, and increased productivity and efficiency. Your “soft” costs can be reduced, especially those associated with sick leave, health care and productivity loss. Additionally, since green products are less harsh than traditional products, floors, furniture, and other surfaces are less likely to be harmed, preserving your capital investments.

Vendor Certifications (if applicable)

• Provide a copy of all current licenses, registrations and certifications issued by federal, state and local agencies, and any other licenses, registrations or certifications from any other governmental entity with jurisdiction, allowing respondent to perform the covered services including, but not limited to licenses, registrations or certifications. Certifications can include applicable M/WBE, HUB, and manufacturer certifications for sales and service.

Because ABM operates through more than 130 office across the United States, Puerto Rico and British Columbia, Canada, providing copies of all licenses, registrations and certifications in this format will be overwhelming. Applicable licenses, registrations and certifications will be provided upon individual contract award.
TAB 4 – SERVICES

CUSTODIAL DUTIES – PERFORMANCE SPECIFICATIONS

Where the word “district” is used it also means any government agency or non-profit. Any contract may be adjusted to meet the individual requirements of any TCPN member. The performance of this contract will include the custodial duties outlined below. The Contractor will be responsible for the management and supervision of the cleaning/custodial functions for the District, and will provide a quality-assurance system for personnel management. The Contractor will provide a list of chemicals that will be used in the District along with their Material Safety Data Sheets, and a list of all equipment that will be used in the District.

Level of Custodial Effort

Level 1 cleaning results in a spotless building, as might be found in an hospital environment or corporate suite. At this level a custodian with proper equipment and supplies can clean approximately 10,000-11,000 square feet in an 8 hour period.

Level 2 cleaning results is the uppermost standard for most school cleaning and is generally reserved for restrooms, special education areas, kindergarten areas and food services areas. A custodian can clean approximately 18000 to 20,000 square feet in an 8 hour period.

Level 3 cleaning results is the norm for most school facilities. It is acceptable to most stakeholders and does not pose any health issues. A custodian can clean approximately 28,000 to 31,000 in an 8 hour period.

Level 4 cleaning is not normally acceptable in a school environment. Classrooms would be cleaned every other day, carpets would be vacuumed every third day and dusting would occur once a month. A custodian in an 8 hour shift would clean 45,000 to 50,000 square feet.

Level 5 cleaning can rapidly led to health problems. Trash cans would be emptied along with vacuum of carpets once a week. A custodian can clean 80,000-90,000 square feet.

In the chart below identify the frequency of services that would be required to achieve Level 3

Listed are typical custodial duties the District is requesting. Please indicate the frequency of service for each area. If the task will not be regularly scheduled, write in AS for “as needed basis”.

<table>
<thead>
<tr>
<th>Classroom Tasks</th>
<th>Daily</th>
<th>Weekly</th>
<th>Monthly</th>
<th>Semi-annually</th>
</tr>
</thead>
<tbody>
<tr>
<td>Buff sealed concrete floors coated with floor finish or floor wax</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Clean doorknobs, push-plates, and kick-plates</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clean sinks, counters, and replenish paper towels</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clean white boards, chalkboards, and trays</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Completely vacuum carpeted areas, moving furniture and rearranging as needed</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Frequency</td>
<td>Daily</td>
<td>Weekly</td>
<td>Monthly</td>
<td>Semi-annually</td>
</tr>
<tr>
<td>--------------------------------------------------------------------------</td>
<td>-------</td>
<td>--------</td>
<td>---------</td>
<td>---------------</td>
</tr>
<tr>
<td>Dust Blinds</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Dust horizontal furniture surfaces, inspect student desktops, and spot-clean them to remove heavy soil, heavy markings or graffiti</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dust Vertical furniture surfaces, wall vents, and vertical wall trim</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Dust window ledges, sills, displays, and decorations</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Dust-mop smooth floors</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Empty pencil sharpeners</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Empty waste receptacles. Damp-wipe soiled receptacles. Replace plastic liners when soiled</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>High dusting, corners, and ledges</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Remove Cobwebs</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Shampoo carpeted areas</td>
<td></td>
<td></td>
<td>AS</td>
<td></td>
</tr>
<tr>
<td>Spray-buff hard floor surfaces using a floor machine with brush or pad, and dust mop floor</td>
<td></td>
<td></td>
<td>AS</td>
<td></td>
</tr>
<tr>
<td>Spot-clean carpets</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Spot-clean glass in doors and partitions and on the inside of windows to remove smudges</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Spot-clean walls, doors, and ledges</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Sweep rough wood or concrete floors</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Thoroughly mop smooth flooring surfaces with a mild sanitizing solution</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Vacuum the traffic patterns on any carpets and check for spot-cleaning</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Vacuum the whole carpet, moving small chairs/furniture</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
</tbody>
</table>

*Note: Vendor will be requested to move furniture for special events.*

Special cleaning projects will be required during breaks in school sessions. Tasks will include:
- Floor care - strip and wax all tile floors
- Polish furniture
- Wash blinds
- Wash interior and first floor exterior windows
- Deep clean all carpet and walk-off mats
- Wash walls, locker exteriors, waste receptacles
- Vacuum and shampoo upholstered furniture
- Clean and wash lighting and mechanical diffusers
- Clean and sanitize student desk tops
- Remove any gum or other items from underneath desk tops
### Rest Room Tasks

<table>
<thead>
<tr>
<th>Task</th>
<th>Daily</th>
<th>Weekly</th>
<th>Monthly</th>
<th>Semi-annually</th>
</tr>
</thead>
<tbody>
<tr>
<td>Check and refill dispensers</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Check ceilings for cobwebs</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Check to be sure plumbing is operational with no stoppages or leaks</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clean and disinfect any spillage or soiled spots on floor</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clean base of toilets</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clean doorknobs, push plates, and kick plates</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Damp-wipe partitions with disinfectant</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Damp-wipe vertical surfaces with a mild sanitizing disinfectant</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>De-lime urinals</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Dust ledges, vents, partitions, and light fixtures above sinks.</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Empty rest room trash receptacles</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Polish mirrors, bright work.</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Remove graffiti</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Spot-clean soiled basins, toilet seats, or any other fixtures or partitions</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Spot-clean walls</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Sweep and sanitize floors, disinfect plumbing fixtures including basins, bowls, urinals, inside and outside, shower nozzles, and lavatory and shower faucets.</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Thoroughly sanitize rest rooms</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
</tbody>
</table>

### Offices, lounges, and conference rooms.

<table>
<thead>
<tr>
<th>Task</th>
<th>Daily</th>
<th>Weekly</th>
<th>Monthly</th>
<th>Semi-annually</th>
</tr>
</thead>
<tbody>
<tr>
<td>Check ceilings for cobwebs</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clean doorknobs, push-plates, and kick-plates</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clean telephones with a mild sanitizing disinfectant</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Completely vacuum carpeted areas, walk-off mats</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Dust clear areas of furniture tops, shelves, sills and ledges</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Dust vertical furniture surfaces, wall vents, and vertical wall trim</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Dust-mop smooth floors, sweep wooden or concrete floors</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Empty waste receptacles and damp-wipe them, replace liners</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Spot-clean glass in doors and partitions, wipe-dry</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Spot-mop uncarpeted floors to remove heavy soil</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Vacuum traffic patterns on carpeted floors</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Wipe baseboards</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
</tbody>
</table>

Clean any sinks or other rest room fixtures in the offices (see rest room schedule above)

Note: Contractor will be asked to rearrange furniture to meet conference/meeting needs.
### Entrances, lobbies, and hallways (common areas)

<table>
<thead>
<tr>
<th>Task</th>
<th>Daily</th>
<th>Weekly</th>
<th>Monthly</th>
<th>Semi-annually</th>
</tr>
</thead>
<tbody>
<tr>
<td>Buffing with floor machine brush or pad, spay-buff resilient tile and terrazzo floors.</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Check ceiling for cobwebs</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clean and sanitize water fountains</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clean brass doorknobs, rails, push-plates, kick-plates and other pieces of brass trim</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clean entrance-way glass</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clean smudges and soil from glass partitions and doors</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clean telephones with a mild sanitizing disinfectant</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Completely damp-mop ceramic, concrete, terrazzo and resilient tile floors.</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Completely vacuum carpeted areas, walk-off mats</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Damp-wipe soiled waste receptacles</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dust vertical furniture surfaces, wall vents, and vertical wall trim</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dust windowsills, ledges, and furniture tops</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dust-mop floors</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Empty waste from receptacles</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Replace Plastic liners</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Shampoo carpeted areas</td>
<td></td>
<td>AS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Spot-mop floors</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Spot-clean smudges on walls, door facings and doors</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Spray-buff smooth floor surfaces using a floor machine with brush or pad, and dust-mop floor as necessary</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vacuum any carpets or mats and check carpets for spot-cleaning</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wipe Baseboards clean and safe.</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
</tbody>
</table>

Matting runners are to be kept clean and dry at entrances and all items that have been dropped on floors removed immediately.

### Cafeterias and lunchrooms

<table>
<thead>
<tr>
<th>Task</th>
<th>Daily</th>
<th>Weekly</th>
<th>Monthly</th>
<th>Semi-annually</th>
</tr>
</thead>
<tbody>
<tr>
<td>Clean tables and chairs during times of operation</td>
<td>DP</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clean and sanitize drinking fountains</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clean doorknobs, push-plates, and kick-plates</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clean glass partitions and doors.</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Damp-wipe baseboards</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Damp-wipe tabletops and chairs with mild germicidal disinfectant</td>
<td>DP</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Damp-wipe vertical surfaces within 6 feet of ground level with mild sanitizing disinfectant</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Empty waste receptacles</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Machine scrub floors with germicidal disinfectant</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Scrub spots where soil is heavy</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Spot-clean walls and ceilings, and arrange furniture</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Spray-buff resilient flooring surfaces coated with floor finish wax</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Task Description</td>
<td>Frequency</td>
<td>Semi-annually</td>
<td></td>
<td></td>
</tr>
<tr>
<td>--------------------------------------------------------------------------------</td>
<td>-----------</td>
<td>---------------</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sweep and damp-mop floors</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sweep &amp; spot-mop spills &amp; remove major pieces of litter from the floor.</td>
<td>DP</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vacuum carpeted areas thoroughly</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wash and sanitize metal partitions</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Gyms, locker rooms, dressing areas</th>
<th>Daily</th>
<th>Weekly</th>
<th>Monthly</th>
<th>Semi-annually</th>
</tr>
</thead>
<tbody>
<tr>
<td>Clean shower heads, handles, and other washroom hardware using a mild germicidal disinfectant</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Damp-clean benches and furniture</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dust and spot mop floor</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Empty and clean waste receptacles, replace can liners</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>High dust horizontal surfaces</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Showers- Remove pieces of soap and clean drain</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Showers- Wet-mop floors with germicidal solution</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Showers- Wipe down walls with germicidal solution</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Spot-clean walls, furniture and lockers</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clean baseboards</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Thoroughly mop under moveable gym seats</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Thoroughly vacuum floor areas</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Stairways</th>
<th>Daily</th>
<th>Weekly</th>
<th>Monthly</th>
<th>Semi-annually</th>
</tr>
</thead>
<tbody>
<tr>
<td>Completely damp-mop treads</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dust-mop. Dust handrails and any windowsills or ledges</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Spot-Clean walls</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Spot-mop treads that are heavily soiled</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vacuum carpets and spot-clean as necessary</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wash handrails and sanitize</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wipe railings with mild germicidal disinfectant</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Outside Policing</th>
<th>Daily</th>
<th>Weekly</th>
<th>Monthly</th>
<th>Semi-annually</th>
</tr>
</thead>
<tbody>
<tr>
<td>Check walkways and clear of debris</td>
<td>DP</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Empty waste receptacles and replace plastic liners</td>
<td>DP</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Remove cobwebs and debris from overhangs and walls</td>
<td>DP</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Remove obvious debris from grounds, athletic areas and parking areas</td>
<td>DP</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Mechanical areas/custodial closets</th>
<th>Daily</th>
<th>Weekly</th>
<th>Monthly</th>
<th>Semi-annually</th>
</tr>
</thead>
<tbody>
<tr>
<td>Damp-mop tile floors</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Remove trash and debris</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sweep hard surface floor areas</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*DP = Day Porter Task / Day Porter pricing is separate line item*
**Miscellaneous Responsibilities:**

It is to be understood that, in each school, the custodians (particularly on the day shift) are there to support the school principal and staff. As such, unscheduled needs will arise from time to time, and need to be met by the custodial staff. A day custodian will be available to support the normally recurring miscellaneous duties, which include the following:

1. Flag raising and lowering
2. Opening and closing of the facility during normal school operations
3. Morning check of functional integrity of the building hot water, heat, leaks, AC, etc.
4. Furniture moving
5. Light bulb changing. Light bulbs to be provided by the Contractor
6. Set-ups for meetings, student performances, programs, special events and promotions.
7. After class schedule activity cleanups
8. Immediate cleanups of vomit/urine/feces
9. Incidental graffiti removal-interior
10. Reporting observed safety hazards
11. Pest/termite control
12. Assisting in receiving/distribution of supplies
13. Scheduling work around evening classes or programs if applicable
14. Other duties as assigned by the principal

**Supplies:**

Contractor will supply all paper products-facial tissue, paper towels, toilet tissue, dispensers, etc. and trash can liners. Contractor will supply all hand sanitizer, floor wax, hand soap, cleaning tools, chemicals for cleaning, and chemicals for pest/termite control. All equipment such as custodial carts, step stools, ladders, and other necessary equipment will be supplied by the Contractor. Light bulbs and other small hardware items such as chair glides that are replaced on a regular basis will also be the responsibility of the Contractor.

*Cost of labor to replace light bulbs and chair glides is included in the Day Porter pricing, however, ABM will not provide the actual light bulbs or chair glides.*
TAB 5 – REFERENCES

Provide a minimum of ten (10) customer references for product and/or services of similar scope dating within the past 3 years. Please try to provide an equal number of references for K12, Higher Education and City/County entities. Provide the following information for each reference:

- Entity Name
- Contact Name and Title
- City and State
- Phone Number
- Years Serviced
- Description of Services
- Annual Volume

Houston Downtown Management District
Charles Jackson, Director of Operations
Houston, Texas
(713) 650-3022
Years Serviced: 19
Annual Volume: Approximately $1.1 million

Harris County
Victoria Blackshore
Houston, Texas
(713) 755-8164
Years Serviced: 6
Description of Services: Janitorial service to multiple county owned facilities
Annual Volume: Approximately $645,000
Santa Rosa County School District
Jud Crane, Contract Services Administrator
Milton, Florida
(850) 983-5130
Years Serviced: 8
Description of Services: Janitorial service to 36 sites totaling approximately 4.6 million square feet
Annual Volume: Approximately $3 million

Houston Community College System
Betty Brown
Houston, Texas
(713) 718-7577
Years Serviced: 8
Description of Services: Janitorial service to multiple campuses totaling approximately 2.5 million square feet
Annual Volume: Approximately $2.8 million

Hamilton County Department of Education
Gary Waters, Assistant Superintendent
Chattanooga, Tennessee
(423) 206-5609
Years Serviced: 6
Description of Services: Janitorial service to 80 sites totaling approximately 6.7 million square feet
Annual Volume:

Evergreen Public Schools
Sue Steinbrener, Director of Facilities
Vancouver, Washington
(360) 604-4081
Years Serviced: 32
Description of Services: Custodial service to 41 sites totaling approximately 3.4 million square feet
Annual Volume:
Scottsdale USD
David Peterson, Assistant Superintendent
Phoenix, Arizona
(602) 228-1239
Years Serviced: 10
Description of Services: Custodial service to 16 sites totaling approximately 1.9 million square feet
Annual Volume:

Marana Unified School District
Doug Wilson, Superintendent
Marana, Arizona
(520) 289-9155
Years Serviced: 2
Description of Services: Janitorial service to 16 sites totaling approximately 1.7 million square feet
Annual Volume: Approximately $1.5 million

Agua Fria Union High School District
John Schmadeke
Avondale, Arizona
(623) 932-7006
Years Serviced: 7
Description of Services: Janitorial service to 2 sites totaling approximately 400,000 square feet
Annual Volume: Approximately $275,000

Higley Unified School District
Robert Mileham, Director of Maintenance & Operations
Gilbert, Arizona
(480) 279-7069
Years Serviced: 1
Description of Services: Janitorial service to 13 sites totaling approximately 1.3 million square feet
Annual Volume: Approximately $700,000
Wickenburg Unified School District
Jim Serbin, Business Manager
Wickenburg, Arizona
(928) 668-5353
Years Serviced: 3
Description of Services: Janitorial service to 3 sites totaling approximately 250,000 square feet
Annual Volume: Approximately $150,000

Liberty Elementary School District
John French, Director of Operations
Buckeye, Arizona
(623) 474-6632
Years Serviced: 9
Description of Services: Janitorial service to 6 sites totaling approximately 250,000 square feet
Annual Volume: Approximately $300,000

Tolleson Union High School District
Richard Martinez, Director of Operations
Tolleson, Arizona
(602) 359-7933
Years Serviced: 1
Description of Services: Janitorial service to 5 sites totaling approximately 1.3 million square feet
Annual Volume: Approximately $1 million

Union ESD
Richard Martinez, Director of Operations
Tolleson, Arizona
(623) 478-5005
Years Serviced: 1
Description of Services: Janitorial service to 3 sites totaling approximately 200,000 square feet
Annual Volume: Approximately $200,000
Kyrene ESD
Karin Smith, CEO
Tempe, Arizona
(480) 783-4048
Years Serviced: 1
Description of Services: Janitorial service to 21 sites totaling approximately 2 million square feet
Annual Volume: Approximately $1.5 million
TAB 6 – PRICING

General Pricing Terms

Electronic Price Lists

- Respondents must submit products, services, warranties, etc. in price list.

- Prices listed will be used to establish the extent of a manufacturer’s product lines, services, warranties, etc. that are available from a particular bidder and the pricing per item.

- Electronic price lists must contain the following:
  - Manufacturer part #
  - Vendor part # (if different from manufacturer part #)
  - Description
  - Manufacturers Suggested List Price and Net Price
  - Net price to TCPN (including freight)

- Media submitted for price list must include the respondents’ company name, name of the solicitation, and date on CD, DVD or Flash Drive (i.e. Pin or Jump Drives).

- Please submit price lists and/or catalogs in electronic form only.

ABM Janitorial’s price list is contained on the CD included with this proposal response.

Not to Exceed Pricing

- TCPN requests pricing be submitted as not to exceed for any participating entity. Unlike fixed pricing the awarded vendor can adjust submitted pricing lower if needed but, cannot exceed original pricing submitted for solicitation.

- Vendor must allow for lower pricing to be available for similar product and service purchases.

ABM Janitorial Services’ pricing is detailed by distance of District from major metropolitan area. We have attached, at the end of this section, statistical data for the largest 100 US Metropolitan Areas.
Specific Pricing Terms

- The cost per square foot to achieve Level 3 cleaning would be:  Refer to electronic price list.
- The additional cost to achieve Level 2 would be. Refer to electronic price list  (Use an additional sheet to identify the frequency of services.
- Additional custodian services can be provided at a cost per hour of: Refer to electronic price list.
- Addition supervisor services can be provide at a cost per hour of: Refer to electronic price list.
LEVEL 2 SPECIFICATIONS

Listed are typical custodial duties the District is requesting. Please indicate the frequency of service for each area. If the task will not be regularly scheduled, write in AS for “as needed basis”.

<table>
<thead>
<tr>
<th>Classroom Tasks</th>
<th>Daily</th>
<th>Weekly</th>
<th>Monthly</th>
<th>Semi-annually</th>
</tr>
</thead>
<tbody>
<tr>
<td>Buff sealed concrete floors coated with floor finish or floor wax</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Clean doorknobs, push-plates, and kick -plates</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clean sinks, counters, and replenish paper towels</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clean white boards, chalkboards, and trays</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Completely vacuum carpeted areas, moving furniture and rearranging as needed</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Frequency</th>
<th>Daily</th>
<th>Weekly</th>
<th>Monthly</th>
<th>Semi-annually</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dust Blinds</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dust horizontal furniture surfaces, inspect student desktops, and spot-clean them to remove heavy soil, heavy markings or graffiti</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dust Vertical furniture surfaces, wall vents, and vertical wall trim</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dust window ledges, sills, displays, and decorations</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dust-mop smooth floors</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Empty pencil sharpeners</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Empty waste receptacles. Damp-wipe soiled receptacles. Replace plastic liners when soiled</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>High dusting, corners, and ledges</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Remove Cobwebs</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Shampoo carpeted areas</td>
<td>AS</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Spray-buff hard floor surfaces using a floor machine with brush or pad, and dust mop floor</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Spot-clean carpets</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Spot-clean glass in doors and partitions and on the inside of windows to remove smudges</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Spot-clean walls, doors, and ledges</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sweep rough wood or concrete floors</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Thoroughly mop smooth flooring surfaces with a mild sanitizing solution</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vacuum the traffic patterns on any carpets and check for spot-cleaning</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vacuum the whole carpet, moving small chairs/furniture</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Note: Vendor will be requested to move furniture for special events.

Special cleaning projects will be required during breaks in school sessions. Tasks will include:
- Floor care - strip and wax all tile floors
- Polish furniture
- Wash blinds
- Wash interior and first floor exterior windows
- Deep clean all carpet and walk-off mats
- Wash walls, locker exteriors, waste receptacles
- Vacuum and shampoo upholstered furniture
- Clean and wash lighting and mechanical diffusers
- Clean and sanitize student desk tops
- Remove any gum or other items from underneath desk tops

<table>
<thead>
<tr>
<th>Rest Room Tasks</th>
<th>Daily</th>
<th>Weekly</th>
<th>Monthly</th>
<th>Semi-annually</th>
</tr>
</thead>
<tbody>
<tr>
<td>Check and refill dispensers</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Check ceilings for cobwebs</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Check to be sure plumbing is operational with no stoppages or leaks</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clean and disinfect any spillage or soiled spots on floor</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clean base of toilets</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clean doorknobs, push plates, and kick plates</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Damp-wipe partitions with disinfectant</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Damp-wipe vertical surfaces with a mild sanitizing disinfectant</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>De-lime urinals</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Dust ledges, vents, partitions, and light fixtures above sinks.</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Empty rest room trash receptacles</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Polish mirrors, bright work.</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Remove graffiti</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Spot-clean soiled basins, toilet seats, or any other fixtures or partitions</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Spot-clean walls</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sweep and sanitize floors, disinfect plumbing fixtures including basins, bowls, urinals, inside and outside, shower nozzles, and lavatory and shower faucets.</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Thoroughly sanitize rest rooms</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Offices, lounges, and conference rooms.</th>
<th>Daily</th>
<th>Weekly</th>
<th>Monthly</th>
<th>Semi-annually</th>
</tr>
</thead>
<tbody>
<tr>
<td>Check ceilings for cobwebs</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clean doorknobs, push-plates, and kick-plates</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clean telephones with a mild sanitizing disinfectant</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Completely vacuum carpeted areas, walk-off mats</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dust clear areas of furniture tops, shelves, sills and ledges</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dust vertical furniture surfaces, wall vents, and vertical wall trim</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Dust-mop smooth floors, sweep wooden or concrete</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Empty waste receptacles and damp-wipe them, replace liners
Spot-clean glass in doors and partitions, wipe-dry
Spot-mop uncarpeted floors to remove heavy soil
Vacuum traffic patterns on carpeted floors
Wipe baseboards

Clean any sinks or other rest room fixtures in the offices (see rest room schedule above)
Note: Contractor will be asked to rearrange furniture to meet conference/meeting needs.

<table>
<thead>
<tr>
<th><strong>Entrances, lobbies, and hallways (common areas)</strong></th>
<th><strong>Daily</strong></th>
<th><strong>Weekly</strong></th>
<th><strong>Monthly</strong></th>
<th><strong>Semi-annually</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Buffing with floor machine brush or pad, spay-buff resilient tile and terrazzo floors.</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Check ceiling for cobwebs</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clean and sanitize water fountains</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clean brass doorknobs, rails, push-plates, kick-plates and other pieces of brass trim</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clean entrance-way glass</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clean smudges and soil from glass partitions and doors</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clean telephones with a mild sanitizing disinfectant</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Completely damp-mop ceramic, concrete, terrazzo and resilient tile floors.</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Completely vacuum carpeted areas, walk-off mats</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Damp-wipe soiled waste receptacles</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dust vertical furniture surfaces, wall vents, and vertical wall trim</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dust windowsills, ledges, and furniture tops</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dust-mop floors</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Empty waste from receptacles</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Replace Plastic liners</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Shampoo carpeted areas</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Spot-mop floors</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Spot-clean smudges on walls, door facings and doors</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Spray-buff smooth floor surfaces using a floor machine with brush or pad, and dust-mop floor as necessary</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Vacuum any carpets or mats and check carpets for spot-cleaning</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Wipe Baseboards clean and safe.</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
</tbody>
</table>

**Matting runners are to be kept clean and dry at entrances and all items that have been dropped on floors removed immediately.**

<table>
<thead>
<tr>
<th><strong>Cafeterias and lunchrooms</strong></th>
<th><strong>Daily</strong></th>
<th><strong>Weekly</strong></th>
<th><strong>Monthly</strong></th>
<th><strong>Semi-annually</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Clean tables and chairs during times of operation</td>
<td>DP</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clean and sanitize drinking fountains</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clean doorknobs, push-plates, and kick-plates</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clean glass partitions and doors.</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Task</td>
<td>Daily</td>
<td>Weekly</td>
<td>Monthly</td>
<td>Semi-annually</td>
</tr>
<tr>
<td>----------------------------------------------------------------------</td>
<td>-------</td>
<td>--------</td>
<td>---------</td>
<td>---------------</td>
</tr>
<tr>
<td>Damp-wipe baseboards</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Damp-wipe tabletops and chairs with mild germicidal disinfectant</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Damp-wipe vertical surfaces within 6 feet of ground level with mild sanitizing disinfectant</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Empty waste receptacles.</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Machine scrub floors with germicidal disinfectant</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Scrub spots where soil is heavy</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Spot-clean walls and ceilings, and arrange furniture</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Spray-buff resilient flooring surfaces coated with floor finish wax</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sweep and damp-mop floors</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Sweep &amp; spot-mop spills &amp; remove major pieces of litter from the floor.</td>
<td>DP</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vacuum carpeted areas thoroughly</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Wash and sanitize metal partitions</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td><strong>Gyms, locker rooms, dressing areas</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clean shower heads, handles, and other washroom hardware using a mild germicidal disinfectant</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Damp-clean benches and furniture</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Dust and spot mop floor</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Empty and clean waste receptacles, replace can liners</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>High dust horizontal surfaces</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Showers- Remove pieces of soap and clean drain</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Showers- Wet-mop floors with germicidal solution</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Showers- Wipe down walls with germicidal solution</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Spot-clean walls, furniture and lockers</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Clean baseboards</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Thoroughly mop under moveable gym seats</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Thoroughly vacuum floor areas</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td><strong>Stairways</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Completely damp-mop treads</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dust-mop. Dust handrails and any windowsills or ledges</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Spot-Clean walls</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Spot-mop treads that are heavily soiled</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vacuum carpets and spot-clean as necessary</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wash handrails and sanitize</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wipe railings with mild germicidal disinfectant</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td><strong>Outside Policing</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Check walkways and clear of debris</td>
<td>DP</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Empty waste receptacles and replace plastic liners</td>
<td>DP</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Remove cobwebs and debris from overhangs and walls</td>
<td>DP</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Remove obvious debris from grounds, athletic areas and parking areas</td>
<td>DP</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Mechanical areas/custodial closets</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Task Description</td>
<td>Frequency</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>----------------------------------------</td>
<td>-----------</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Damp-mop tile floors</td>
<td>annually</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Remove trash and debris</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sweep hard surface floor areas</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**DP = Day Porter Task / Day Porter pricing is separate line item**

**Miscellaneous Responsibilities:**

It is to be understood that, in each school, the custodians (particularly on the day shift) are there to support the school principal and staff. As such, unscheduled needs will arise from time to time, and need to be met by the custodial staff. A day custodian will be available to support the normally recurring miscellaneous duties, which include the following:

1. Flag raising and lowering
2. Opening and closing of the facility during normal school operations
3. Morning check of functional integrity of the building hot water, heat, leaks, AC, etc.
4. Furniture moving
5. Light bulb changing. Light bulbs to be provided by the Contractor
6. Set-ups for meetings, student performances, programs, special events and promotions.
7. After class schedule activity cleanups
8. Immediate cleanups of vomit/urine/feces
9. Incidental graffiti removal-interior
10. Reporting observed safety hazards
11. Pest/termite control
12. Assisting in receiving/distribution of supplies
13. Scheduling work around evening classes or programs if applicable
14. Other duties as assigned by the principal
Supplies:

Contractor will supply all paper products—facial tissue, paper towels, toilet tissue, dispensers, etc. and trash can liners. Contractor will supply all hand sanitizer, floor wax, hand soap, cleaning tools, chemicals for cleaning, and chemicals for pest/termite control. All equipment such as custodial carts, step stools, ladders, and other necessary equipment will be supplied by the Contractor. Light bulbs and other small hardware items such as chair glides that are replaced on a regular basis will also be the responsibility of the Contractor.

Cost of labor to replace light bulbs and chair glides is included in the Day Porter pricing, however, ABM will not provide the actual light bulbs or chair glides.

- Supply a complete list of all supplies with pricing including brand and model.

ABM purchases equipment, supplies, and chemicals from a select group of vendors. To become an ABM Preferred Manufacturer, a company must be an industry leader for their category of products offered and exemplify a commitment to service and excellence which parallels ABM's focus on delivering high-quality services to our customers. ABM has strategic alliances with companies such as Georgia Pacific, Kimberly Clark, Ecolab, Rubbermaid, Tennant and other industry leaders. ABM Janitorial Services is the single largest consumer of full line janitorial supplies within the janitorial contract services market segment. Because of our substantial buying power and the large volume of business we do with our suppliers, ABM is able to:

- Obtain the best quality products and services available at the best possible prices
- Purchase directly from manufacturers
- Build partnerships with our suppliers
- Negotiate long-term, fixed-price contracts with our suppliers to ensure against rising costs

Additionally, since ABM is the single largest janitorial service provider nationally, we are often asked to critique new products and concepts in equipment, chemicals, and general cleaning items that save time while increasing productivity. These relationships keep ABM Janitorial Services at the cutting edge of technology and procedures that keep us ahead of the competition.

The following is a general list of equipment:

<table>
<thead>
<tr>
<th>Product Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tennant VBP6 Back Pack Vacuum</td>
</tr>
<tr>
<td>Tennant Upright V-SMU-14 Vacuum</td>
</tr>
<tr>
<td>Tennant FM 17” SS Low Speed Buffer</td>
</tr>
<tr>
<td>Tennant FM 20” SS Low Speed Buffer</td>
</tr>
<tr>
<td>Tennant BR2000DC Dust Control Burnisher</td>
</tr>
<tr>
<td>Tennant VWD15 Wet Dry Vacuum</td>
</tr>
<tr>
<td>Tennant 3 Speed Blower</td>
</tr>
<tr>
<td>Tennant S8 Sweeper Vacuum (Gel Batteries)</td>
</tr>
<tr>
<td>Tennant T5 24” disk with ec-H20</td>
</tr>
</tbody>
</table>
The following is a list of most commonly used supplies. Cost of these supplies is included in janitorial price.
Please include a statement as to how you plan to deal with the entity’s existing equipment and supplies. This should include either a procedure for disposing of the equipment and/or a procedure for buying the supplies and/or equipment.

ABM will work with the contracted District in the evaluation of all existing equipment and supplies. There are a number of options, depending on the age of the equipment and the brand and quality of cleaning supplies and consumables. Some ideas are:

- If a District is not outsourcing their entire portfolio, equipment and supplies can be moved to in-house sites to supplement existing stock.
- ABM can move all cleaning supplies and consumables to 1 or 2 sites for use there, and fill all other sites with our product.
- District equipment can be rolled into the ABM stock and a credit issued towards the annual contracts.
- ABM prefers to start each job with new, state of the art equipment, allowing us increased productivity and results.
<table>
<thead>
<tr>
<th>Rank</th>
<th>Metropolitan Statistical Area</th>
<th>2010 Pop</th>
<th>2000 Pop</th>
<th>Change</th>
<th>Combined Statistical Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>Los Angeles-Long Beach-Santa Ana, CA MSA</td>
<td>12,828,837</td>
<td>12,365,627</td>
<td>+3.75%</td>
<td>Los Angeles-Long Beach-Riverside, CA CSA</td>
</tr>
<tr>
<td>3</td>
<td>Chicago-Joliet-Naperville, IL-IN-WI MSA</td>
<td>9,461,105</td>
<td>9,098,316</td>
<td>+3.99%</td>
<td>Chicago-Naperville-Michigan City, IL-IN-WI CSA</td>
</tr>
<tr>
<td>4</td>
<td>Dallas-Fort Worth-Arlington, TX MSA</td>
<td>6,371,773</td>
<td>5,161,544</td>
<td>+23.45%</td>
<td>Dallas-Fort Worth, TX CSA</td>
</tr>
<tr>
<td>5</td>
<td>Philadelphia-Camden-Wilmington, PA-NJ-DE-MD MSA</td>
<td>5,965,343</td>
<td>5,687,147</td>
<td>+4.89%</td>
<td>Philadelphia-Camden-Vineland, PA-NJ-DE-MD CSA</td>
</tr>
<tr>
<td>6</td>
<td>Houston-Sugar Land-Baytown, TX MSA</td>
<td>5,946,800</td>
<td>4,715,407</td>
<td>+26.11%</td>
<td>Houston-Baytown-Huntsville, TX CSA</td>
</tr>
<tr>
<td>8</td>
<td>Miami-Fort Lauderdale-Pompano Beach, FL MSA</td>
<td>5,564,635</td>
<td>5,007,564</td>
<td>+11.12%</td>
<td>primary census statistical area</td>
</tr>
<tr>
<td>9</td>
<td>Atlanta-Sandy Springs-Marietta, GA MSA</td>
<td>5,268,860</td>
<td>4,247,981</td>
<td>+24.03%</td>
<td>Atlanta-Sandy Springs-Gainesville, GA-AL CSA</td>
</tr>
<tr>
<td>11</td>
<td>San Francisco-Oakland-Fremont, CA MSA</td>
<td>4,335,391</td>
<td>4,123,740</td>
<td>+5.13%</td>
<td>San Jose-San Francisco-Oakland, CA CSA</td>
</tr>
<tr>
<td>12</td>
<td>Detroit-Warren-Livonia, MI MSA</td>
<td>4,296,250</td>
<td>4,452,557</td>
<td>−3.51%</td>
<td>Detroit-Warren-Flint, MI CSA</td>
</tr>
<tr>
<td>13</td>
<td>Riverside-San Bernardino-Ontario, CA MSA</td>
<td>4,224,851</td>
<td>3,254,821</td>
<td>+29.80%</td>
<td>Los Angeles-Long Beach-Riverside, CA CSA</td>
</tr>
<tr>
<td>14</td>
<td>Phoenix-Mesa-Glendale, AZ MSA</td>
<td>4,192,887</td>
<td>3,251,876</td>
<td>+28.94%</td>
<td>primary census statistical area</td>
</tr>
<tr>
<td>15</td>
<td>Seattle-Tacoma-Bellevue, WA MSA</td>
<td>3,439,809</td>
<td>3,043,878</td>
<td>+13.01%</td>
<td>Seattle-Tacoma-Olympia, WA CSA</td>
</tr>
<tr>
<td>16</td>
<td>Minneapolis-St. Paul-Bloomington, MN-WI MSA</td>
<td>3,279,833</td>
<td>2,968,806</td>
<td>+10.48%</td>
<td>Minneapolis-St. Paul-St. Cloud, MN-WI CSA</td>
</tr>
<tr>
<td>17</td>
<td>San Diego-Carlsbad-San</td>
<td>3,095,313</td>
<td>2,813,833</td>
<td>+10.00%</td>
<td>primary census statistical area</td>
</tr>
<tr>
<td>Rank</td>
<td>MSA Name</td>
<td>2021 Population</td>
<td>2010 Population</td>
<td>Percent Change</td>
<td>Area Name</td>
</tr>
<tr>
<td>------</td>
<td>--------------------------</td>
<td>-----------------</td>
<td>-----------------</td>
<td>---------------</td>
<td>-----------------------------------------------</td>
</tr>
<tr>
<td>18</td>
<td>St. Louis, MO-IL MSA</td>
<td>2,812,896</td>
<td>2,698,687</td>
<td>+4.23%</td>
<td>St. Louis-St. Charles-Farmington, MO-IL CSA</td>
</tr>
<tr>
<td>19</td>
<td>Tampa-St. Petersburg-Clearwater, FL MSA</td>
<td>2,783,243</td>
<td>2,395,997</td>
<td>+16.16%</td>
<td>Washington-Baltimore-Northern Virginia, DC-MD-VA-WV CSA</td>
</tr>
<tr>
<td>20</td>
<td>Baltimore-Towson, MD MSA</td>
<td>2,710,489</td>
<td>2,552,994</td>
<td>+6.17%</td>
<td></td>
</tr>
<tr>
<td>21</td>
<td>Denver-Aurora-Broomfield, CO MSA</td>
<td>2,543,482</td>
<td>2,179,240</td>
<td>+16.71%</td>
<td>Denver-Aurora-Boulder, CO CSA</td>
</tr>
<tr>
<td>22</td>
<td>Pittsburgh, PA MSA</td>
<td>2,356,285</td>
<td>2,431,087</td>
<td>−3.08%</td>
<td>Pittsburgh-New Castle, PA CSA</td>
</tr>
<tr>
<td>23</td>
<td>Portland-Vancouver-Hillsboro, OR-WA MSA</td>
<td>2,226,009</td>
<td>1,927,881</td>
<td>+15.46%</td>
<td>Sacramento–Arden-Arcade–Roseville, CA MSA</td>
</tr>
<tr>
<td>24</td>
<td>Sacramento–Arden-Arcade–Roseville, CA MSA</td>
<td>2,149,127</td>
<td>1,796,857</td>
<td>+19.60%</td>
<td>Sacramento–Arden-Arcade–Yuba City, CA-NV CSA</td>
</tr>
<tr>
<td>25</td>
<td>San Antonio-New Braunfels, TX MSA</td>
<td>2,142,508</td>
<td>1,711,703</td>
<td>+25.17%</td>
<td></td>
</tr>
<tr>
<td>26</td>
<td>Orlando-Kissimmee-Sanford, FL MSA</td>
<td>2,134,411</td>
<td>1,644,561</td>
<td>+29.79%</td>
<td>Orlando-Deltona-Daytona Beach, FL CSA</td>
</tr>
<tr>
<td>27</td>
<td>San Jose-Sunnyvale-Santa Clara, CA MSA</td>
<td>2,130,151</td>
<td>2,009,632</td>
<td>+6.00%</td>
<td>Cincinnati-Middletown-Wilmington, OH-KY-IN CSA</td>
</tr>
<tr>
<td>28</td>
<td>Cleveland-Elyria-Mentor, OH MSA</td>
<td>2,077,240</td>
<td>2,148,143</td>
<td>−3.30%</td>
<td>Cleveland-Akron-Elyria, OH CSA</td>
</tr>
<tr>
<td>29</td>
<td>Kansas City, MO-KS MSA</td>
<td>2,035,334</td>
<td>1,836,038</td>
<td>+10.85%</td>
<td>Kansas City-Overland Park-Kansas City, MO-KS CSA</td>
</tr>
<tr>
<td>30</td>
<td>Las Vegas-Paradise, NV MSA</td>
<td>1,951,269</td>
<td>1,375,765</td>
<td>+41.83%</td>
<td>Las Vegas-Paradise-Pahrump, NV CSA</td>
</tr>
<tr>
<td>31</td>
<td>San Jose-Sunnyvale-Santa Clara, CA MSA</td>
<td>1,836,911</td>
<td>1,735,819</td>
<td>+5.82%</td>
<td>San Jose-San Francisco-Oakland, CA CSA</td>
</tr>
<tr>
<td>32</td>
<td>Columbus, OH MSA</td>
<td>1,836,536</td>
<td>1,612,694</td>
<td>+13.88%</td>
<td>Columbus-Marion-Chillicothe, OH CSA</td>
</tr>
<tr>
<td>33</td>
<td>Indianapolis-Carmel, IN MSA</td>
<td>1,758,038</td>
<td>1,330,448</td>
<td>+32.14%</td>
<td>Indianapolis-Carmel, IN MSA</td>
</tr>
<tr>
<td>34</td>
<td>Charlotte-Rock Hill, NC-SC MSA</td>
<td>1,758,038</td>
<td>1,330,448</td>
<td>+32.14%</td>
<td>Charlotte-Gastonia-Salisbury, NC-SC CSA</td>
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<tr>
<td>35</td>
<td>Austin-Round Rock-San Marcos, TX MSA</td>
<td>1,716,289</td>
<td>1,249,763</td>
<td>+37.33%</td>
<td>Austin-Round Rock-Marble Falls, TX CSA</td>
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<tr>
<td>36</td>
<td>Virginia Beach-Norfolk-Newport News, VA-NC</td>
<td>1,671,683</td>
<td>1,576,370</td>
<td>+6.05%</td>
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<tr>
<td>MSA</td>
<td>Population 2020</td>
<td>Population 2010</td>
<td>Change 2020</td>
<td>Location</td>
<td></td>
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<td>-----------------</td>
<td>-----------------</td>
<td>-------------</td>
<td>-------------------------------------------</td>
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<td>Providence-New Bedford-Fall River, RI-MA MSA</td>
<td>1,600,852</td>
<td>1,582,997</td>
<td>+1.13%</td>
<td>Boston-Worcester-Manchester, MA-RI-NH CSA</td>
<td></td>
</tr>
<tr>
<td>Nashville-Davidson-Murfreesboro-Franklin, TN MSA</td>
<td>1,589,934</td>
<td>1,311,789</td>
<td>+21.20%</td>
<td>Nashville-Davidson-Murfreesboro-Columbia, TN CSA</td>
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<tr>
<td>Milwaukee-Waukesha-West Allis, WI MSA</td>
<td>1,555,908</td>
<td>1,500,741</td>
<td>+3.68%</td>
<td>Milwaukee-Racine-Waukesha, WI CSA</td>
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<tr>
<td>38 Jacksonville, FL MSA</td>
<td>1,345,596</td>
<td>1,122,750</td>
<td>+19.85%</td>
<td>primary census statistical area</td>
<td></td>
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<tr>
<td>Memphis, TN-MS-AR MSA</td>
<td>1,316,100</td>
<td>1,205,204</td>
<td>+9.20%</td>
<td>primary census statistical area</td>
<td></td>
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<tr>
<td>Louisville/Jefferson County, KY-IN MSA</td>
<td>1,283,566</td>
<td>1,161,975</td>
<td>+10.46%</td>
<td>Louisville/Jefferson County–Elizabethtown–Scottsburg, KY-IN CSA</td>
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<td>Richmond, VA MSA</td>
<td>1,258,251</td>
<td>1,096,957</td>
<td>+14.70%</td>
<td>primary census statistical area</td>
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<tr>
<td>Oklahoma City, OK MSA</td>
<td>1,252,987</td>
<td>1,095,421</td>
<td>+14.38%</td>
<td>Oklahoma City-Shawnee, OK CSA</td>
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<tr>
<td>Hartford-West Hartford-East Hartford, CT MSA</td>
<td>1,212,381</td>
<td>1,148,618</td>
<td>+5.55%</td>
<td>Hartford-West Hartford-Willimantic, CT CSA</td>
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<tr>
<td>New Orleans-Metairie-Kenner, LA MSA</td>
<td>1,167,764</td>
<td>1,316,510</td>
<td>−11.30%</td>
<td>New Orleans-Metairie-Bogalusa, LA CSA</td>
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<tr>
<td>Buffalo-Niagara Falls, NY MSA</td>
<td>1,135,509</td>
<td>1,170,111</td>
<td>−2.96%</td>
<td>Buffalo-Niagara-Cattaraugus, NY CSA</td>
<td></td>
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<tr>
<td>Raleigh-Cary, NC MSA</td>
<td>1,130,490</td>
<td>797,071</td>
<td>+41.83%</td>
<td>Raleigh-Durham-Cary, NC CSA</td>
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<tr>
<td>Birmingham-Hoover, AL MSA</td>
<td>1,128,047</td>
<td>1,052,238</td>
<td>+7.20%</td>
<td>Birmingham-Hoover-Cullman, AL CSA</td>
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<tr>
<td>Salt Lake City, UT MSA</td>
<td>1,124,197</td>
<td>968,858</td>
<td>+16.03%</td>
<td>Salt Lake City-Ogden-Clearfield, UT CSA</td>
<td></td>
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<tr>
<td>Rochester, NY MSA</td>
<td>1,054,323</td>
<td>1,037,831</td>
<td>+1.59%</td>
<td>Rochester-Batavia-Seneca Falls, NY CSA</td>
<td></td>
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<tr>
<td>Tucson, AZ MSA</td>
<td>980,263</td>
<td>843,746</td>
<td>+16.18%</td>
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<td></td>
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<td>Honolulu, HI MSA</td>
<td>953,207</td>
<td>876,156</td>
<td>+8.79%</td>
<td>primary census statistical area</td>
<td></td>
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<tr>
<td>Tulsa, OK MSA</td>
<td>937,478</td>
<td>859,532</td>
<td>+9.07%</td>
<td>Tulsa-Bartlesville, OK CSA</td>
<td></td>
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<td>Fresno, CA MSA</td>
<td>930,450</td>
<td>799,407</td>
<td>+16.39%</td>
<td>Fresno-Madera, CA CSA</td>
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<tr>
<td>Bridgeport-Stamford-Norwalk, CT MSA</td>
<td>916,829</td>
<td>882,567</td>
<td>+3.88%</td>
<td>New York-Newark-Bridgeport, NY-NJ-CT-PA</td>
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<tr>
<td></td>
<td>City</td>
<td>Primary Census Statistical Area</td>
<td>Population 2020</td>
<td>Population 2010</td>
<td>Growth Rate</td>
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<td>57</td>
<td>Albuquerque, NM MSA</td>
<td>887,077</td>
<td>729,649</td>
<td>+21.58%</td>
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<tr>
<td>58</td>
<td>Albany-Schenectady-Troy, NY MSA</td>
<td>870,716</td>
<td>825,875</td>
<td>+5.43%</td>
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<td>59</td>
<td>Omaha-Council Bluffs, NE-IA MSA</td>
<td>865,350</td>
<td>767,041</td>
<td>+12.82%</td>
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<tr>
<td>60</td>
<td>New Haven-Milford, CT MSA</td>
<td>862,477</td>
<td>824,008</td>
<td>+4.67%</td>
<td></td>
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<tr>
<td>61</td>
<td>Dayton, OH MSA</td>
<td>841,502</td>
<td>848,153</td>
<td>-0.78%</td>
<td></td>
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<tr>
<td>62</td>
<td>Bakersfield-Delano, CA MSA</td>
<td>839,631</td>
<td>661,645</td>
<td>+26.90%</td>
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<tr>
<td>63</td>
<td>Oxnard-Thousand Oaks-Ventura, CA MSA</td>
<td>823,318</td>
<td>753,197</td>
<td>+9.31%</td>
<td></td>
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<tr>
<td>64</td>
<td>Allentown-Bethlehem-Easton, PA-NJ MSA</td>
<td>821,173</td>
<td>740,395</td>
<td>+10.91%</td>
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<tr>
<td>65</td>
<td>Baton Rouge, LA MSA</td>
<td>802,484</td>
<td>705,973</td>
<td>+13.67%</td>
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<td>66</td>
<td>El Paso, TX MSA</td>
<td>800,647</td>
<td>679,622</td>
<td>+17.81%</td>
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<td>Worcester, MA MSA</td>
<td>798,552</td>
<td>750,963</td>
<td>+6.34%</td>
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<td>68</td>
<td>McAllen-Edinburg-Mission, TX MSA</td>
<td>774,769</td>
<td>569,463</td>
<td>+36.05%</td>
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<td>69</td>
<td>Grand Rapids-Wyoming, MI MSA</td>
<td>774,160</td>
<td>740,482</td>
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<td>70</td>
<td>Columbia, SC MSA</td>
<td>767,598</td>
<td>647,158</td>
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<td>71</td>
<td>Greensboro-High Point, NC MSA</td>
<td>723,801</td>
<td>643,430</td>
<td>+12.49%</td>
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<td>72</td>
<td>Akron, OH MSA</td>
<td>703,200</td>
<td>694,960</td>
<td>+1.19%</td>
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<td>North Port-Bradenton-Sarasota, FL MSA</td>
<td>702,281</td>
<td>589,959</td>
<td>+19.04%</td>
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<tr>
<td>74</td>
<td>Little Rock-North Little Rock-Conway, AR MSA</td>
<td>699,757</td>
<td>610,518</td>
<td>+14.62%</td>
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<td>Knoxville, TN MSA</td>
<td>698,030</td>
<td>616,079</td>
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<tr>
<td>Rank</td>
<td>City</td>
<td>Population</td>
<td>Previous Year Population</td>
<td>Growth</td>
<td>Notes</td>
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<td>76</td>
<td>Springfield, MA MSA</td>
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<td>680,014</td>
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<td>Stockton, CA MSA</td>
<td>685,306</td>
<td>663,598</td>
<td>+1.95%</td>
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<td>78</td>
<td>Poughkeepsie-Newburgh-Middletown, NY MSA</td>
<td>670,301</td>
<td>621,517</td>
<td>+7.85%</td>
<td>New York-Newark-Bridgeport, NY-NJ-CT-PA CSA</td>
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<tr>
<td>79</td>
<td>Charleston-North Charleston-Summerville, SC MSA</td>
<td>664,607</td>
<td>549,033</td>
<td>+21.05%</td>
<td>primary census statistical area</td>
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<tr>
<td>80</td>
<td>Syracuse, NY MSA</td>
<td>662,577</td>
<td>650,154</td>
<td>+1.91%</td>
<td>Syracuse-Auburn, NY CSA</td>
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<tr>
<td>81</td>
<td>Toledo, OH MSA</td>
<td>651,429</td>
<td>659,188</td>
<td>−1.18%</td>
<td>Toledo-Fremont, OH CSA</td>
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<tr>
<td>82</td>
<td>Colorado Springs, CO MSA</td>
<td>645,613</td>
<td>537,484</td>
<td>+20.12%</td>
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<tr>
<td>83</td>
<td>Greenville-Mauldin-Easley, SC MSA</td>
<td>636,986</td>
<td>559,940</td>
<td>+13.76%</td>
<td>Greenville-Spartanburg-Anderson, SC CSA</td>
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<td>84</td>
<td>Wichita, KS MSA</td>
<td>623,061</td>
<td>571,166</td>
<td>+9.09%</td>
<td>Wichita-Winfield, KS CSA</td>
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<tr>
<td>85</td>
<td>Cape Coral-Fort Myers, FL MSA</td>
<td>618,754</td>
<td>440,888</td>
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<td>86</td>
<td>Boise City-Nampa, ID MSA</td>
<td>616,561</td>
<td>464,840</td>
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<tr>
<td>87</td>
<td>Lakeland-Winter Haven, FL MSA</td>
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<td>483,924</td>
<td>+24.42%</td>
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<td>Des Moines-West Des Moines, IA MSA</td>
<td>569,633</td>
<td>481,394</td>
<td>+18.33%</td>
<td>Des Moines-Newton-Pella, IA CSA</td>
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<tr>
<td>89</td>
<td>Madison, WI MSA</td>
<td>568,593</td>
<td>501,774</td>
<td>+13.32%</td>
<td>Madison-Baraboo, WI CSA</td>
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<td>Scranton–Wilkes-Barre, PA MSA</td>
<td>563,631</td>
<td>560,625</td>
<td>+0.54%</td>
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<tr>
<td>92</td>
<td>Augusta-Richmond County, GA-SC MSA</td>
<td>556,877</td>
<td>499,684</td>
<td>+11.45%</td>
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<td>93</td>
<td>Harrisburg-Carlisle, PA MSA</td>
<td>549,475</td>
<td>509,074</td>
<td>+7.94%</td>
<td>Harrisburg-Carlisle-Lebanon, PA CSA</td>
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<td>Ogden-Clearfield, UT MSA</td>
<td>547,184</td>
<td>442,656</td>
<td>+23.61%</td>
<td>Salt Lake City-Ogden-Clearfield, UT CSA</td>
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<tr>
<td>95</td>
<td>Palm Bay-Melbourne-Titusville, FL MSA</td>
<td>543,376</td>
<td>476,230</td>
<td>+14.10%</td>
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<tr>
<td>96</td>
<td>Jackson, MS MSA</td>
<td>539,057</td>
<td>497,197</td>
<td>+8.42%</td>
<td>Jackson-Yazoo City, MS CSA</td>
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<tr>
<td>97</td>
<td>Chattanooga, TN-GA MSA</td>
<td>528,143</td>
<td>476,531</td>
<td>+10.83%</td>
<td>Chattanooga-Cleveland-Athens, TN-GA CSA</td>
</tr>
<tr>
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<td>----------------</td>
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<tr>
<td>98</td>
<td>Provo-Orem, UT MSA</td>
<td>526,810</td>
<td>376,774</td>
<td>+39.82%</td>
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<td>Lancaster, PA MSA</td>
<td>519,445</td>
<td>470,658</td>
<td>+10.37%</td>
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<td>100</td>
<td>Modesto, CA MSA</td>
<td>514,453</td>
<td>446,997</td>
<td>+15.09%</td>
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<td>101</td>
<td>Portland-South Portland-Biddeford, ME MSA</td>
<td>514,098</td>
<td>487,568</td>
<td>+5.44%</td>
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<td>102</td>
<td>Durham-Chapel Hill, NC MSA</td>
<td>504,357</td>
<td>426,493</td>
<td>+18.26%</td>
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<tr>
<td>103</td>
<td>Deltona-Daytona Beach-Ormond Beach, FL MSA</td>
<td>494,593</td>
<td>443,343</td>
<td>+11.56%</td>
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<tr>
<td>104</td>
<td>Santa Rosa-Petaluma, CA MSA</td>
<td>483,878</td>
<td>458,614</td>
<td>+5.51%</td>
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<tr>
<td>105</td>
<td>Winston-Salem, NC MSA</td>
<td>477,717</td>
<td>421,961</td>
<td>+13.21%</td>
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<td>106</td>
<td>Lexington-Fayette, KY MSA</td>
<td>472,099</td>
<td>408,326</td>
<td>+15.62%</td>
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<td>107</td>
<td>Spokane, WA MSA</td>
<td>471,221</td>
<td>417,939</td>
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<td>108</td>
<td>Lansing-East Lansing, MI MSA</td>
<td>464,036</td>
<td>447,728</td>
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<td>109</td>
<td>Fayetteville-Springdale-Rogers, AR-MO MSA</td>
<td>463,204</td>
<td>347,045</td>
<td>+33.47%</td>
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<td>110</td>
<td>Pensacola-Ferry Pass-Brent, FL MSA</td>
<td>448,991</td>
<td>412,153</td>
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<tr>
<td>111</td>
<td>Visalia-Porterville, CA MSA</td>
<td>442,179</td>
<td>368,021</td>
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<td>112</td>
<td>Springfield, MO MSA</td>
<td>436,712</td>
<td>368,374</td>
<td>+18.55%</td>
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<td>113</td>
<td>York-Hanover, PA MSA</td>
<td>434,972</td>
<td>381,751</td>
<td>+13.94%</td>
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<td>114</td>
<td>Corpus Christi, TX MSA</td>
<td>428,185</td>
<td>403,280</td>
<td>+6.18%</td>
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<td>115</td>
<td>Flint, MI MSA</td>
<td>425,790</td>
<td>436,141</td>
<td>−2.37%</td>
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<td>116</td>
<td>Reno-Sparks, NV MSA</td>
<td>425,417</td>
<td>342,885</td>
<td>+24.07%</td>
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<td>117</td>
<td>Asheville, NC MSA</td>
<td>424,858</td>
<td>369,171</td>
<td>+14.34%</td>
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</table>
This solicitation is primarily concerned with custodial services but TCPN realizes that many full-service firms also provide additional services.

In this section you may include descriptions and pricing structure for other services such as Maintenance and/or grounds upkeep.

Please include any additional products and/or services not included in the scope of the solicitation you think will enhance and add value to this contract for TCPN participating agencies.

*Should your needs expand; ABM offers a wide range of services to meet your requirements.*

- Daily, periodical cleaning
- Summer deep clean
- Day / night staffing
- Carpet, furniture and gym floor care

- HVAC technicians
- Electrical and plumbing service
- Carpentry, locksmith service
- General repairs / handyman

- Energy reduction specialists
- Equipment preventative maintenance plans
- Assistance to minimize your carbon footprint
- Feasibility analysis and rebate application

- Parking lot and building access control
- After-hour building lockup
- Emergency response; evacuation planning
- Parent pick-up and drop-off monitoring

- Grounds maintenance
- Athletic field maintenance
- Landscaping
- Playground upkeep
- Charter services
- Daily bus routes
- Event parking management
- Crossing guard services
<table>
<thead>
<tr>
<th>DOC #1</th>
<th>Clean Air and Water Act / Debarment Notice</th>
</tr>
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<tbody>
<tr>
<td>DOC #2</td>
<td>Contractors Requirements</td>
</tr>
<tr>
<td>DOC #3</td>
<td>Antitrust Certification Statements</td>
</tr>
</tbody>
</table>
Clean Air and Water Act & Debarment Notice

I, the Vendor, am in compliance with all applicable standards, orders or regulations issued pursuant to the Clean Air Act of 1970, as Amended (42 U.S. C. 1857 (h)), Section 508 of the Clean Water Act, as amended (33 U.S.C. 1368), Executive Order 117389 and Environmental Protection Agency Regulation, 40 CFR Part 15 as required under OMB Circular A-102, Attachment O, Paragraph 14 (1) regarding reporting violations to the grantor agency and to the United States Environment Protection Agency Assistant Administrator for the Enforcement.

________________________________________________________________________

I hereby further certify that my company has not been debarred, suspended or otherwise ineligible for participation in Federal Assistance programs under Executive Order 12549, “Debarment and Suspension”, as described in the Federal Register and Rules and Regulations

Potential Vendor: ABM Janitorial Services, Inc.

Title of Authorized Representative: Vice President

Mailing Address: 3800 Buffalo Speedway, Suite 325, Houston, Texas 77098

Signature: ________________________________________________________________
CONTRACTOR REQUIREMENTS

Contractor Certification

Contractor’s Employment Eligibility

By entering the contract, Contractor warrants compliance with the Federal Immigration and Nationality Act (FINA), and all other federal and state immigration laws and regulations. The Contractor further warrants that it is in compliance with the various state statues of the states it is will operate this contract in.

Participating Government Entities including School Districts may request verification of compliance from any Contractor or subcontractor performing work under this Contract. These Entities reserve the right to confirm compliance in accordance with applicable laws.

Should the Participating Entities suspect or find that the Contractor or any of its subcontractors are not in compliance, they may pursue any and all remedies allowed by law, including, but not limited to: suspension of work, termination of the Contract for default, and suspension and/or debarment of the Contractor. All costs necessary to verify compliance are the responsibility of the Contractor.

The offeror complies and maintains compliance with the appropriate statutes which requires compliance with federal immigration laws by State employers, State contractors and State subcontractors in accordance with the E-Verify Employee Eligibility Verification Program.

Contractor shall comply with governing board policy of the TCPN Participating entities in which work is being performed

Fingerprint & Background Checks

If required to provide services on school district property at least five (5) times during a month, contractor shall submit a full set of fingerprints to the school district if requested of each person or employee who may provide such service. Alternately, the school district may fingerprint those persons or employees. An exception to this requirement may be made as authorized in Governing Board policy. The district shall conduct a fingerprint check in accordance with the appropriate state and federal laws of all contractors, subcontractors or vendors and their employees for which fingerprints are submitted to the district. Contractor, subcontractors, vendors and their employees shall not provide services on school district properties until authorized by the District.

The offeror shall comply with fingerprinting requirements in accordance with appropriate statutes in the state in which the work is being performed unless otherwise exempted.

Contractor shall comply with governing board policy in the school district or Participating Entity in which work is being performed

Business Operations in Sudan, Iran

In accordance with A.R.S. 35-391 and A.R.S. 35-393, the Contractor hereby certifies that the contractor does not have scrutinized business operations in Sudan and/or Iran.

Signature of Respondent

July 14, 2011
Date
I affirm under penalty of perjury of the laws of the State of Texas that:

(1) I am duly authorized to execute this contract on my own behalf or on behalf of the company, corporation, firm, partnership or individual (Company) listed below;

(2) In connection with this bid, neither I nor any representative of the Company has violated any provision of the Texas Free Enterprise and Antitrust Act, Tex. Bus. & Comm. Code Chapter 15;

(3) In connection with this bid, neither I nor any representative of the Company has violated any federal antitrust law; and

(4) Neither I nor any representative of the Company has directly or indirectly communicated any of the contents of this bid to a competitor of the Company or any other company, corporation, firm, partnership or individual engaged in the same line of business as the Company.

Vendor ABM Janitorial Services, Inc.  
Bidder  
Signature  
Wayne Moffet  
Printed Name  
SCSR Sales Manager, K-12  
Position with Company  
Authorizing Official  
Signature  
Thomas K. Haller  
Printed Name  
Vice President  
Position with Company