



Kings Community Action Organization (KCAO) is requesting annual bids for janitorial services on all of our listed KCAO sites. Please look at the attachment for detailed times and days of cleaning. The scope of this work will consist of general cleaning of offices, classrooms, restrooms, dumping trash, vacuuming, and other janitor duties. We are also looking for a one-year contract with an option for a three-year contract.

For questions you can email Steven Redlion @ steven.redlion@kcao.org.

Scope of Work:

- Clean and sanitize restrooms, urinals, sinks, toilets, and seat covers in all areas.
- Refill soap dispensers in all areas.
- Refill toilet paper and hand towels in all areas.
- Clean waste containers/trash in all areas.
- Sweep and mop floors in all areas.
- Dusting all areas, including blinds
- Wiping all door handles.
- Cleaning of desk surfaces.
- Vacuuming all carpets, rugs, and mats.
- Wiping down countertops and tables in the break area.
- General janitorial cleaning.
- Dust window seals
- Delete cobwebs
- Must be registered and provide proof of registration with the DIR (department of Industrial Relations. Must provide proof with submission of bid.
- Must have a business license in Kings County.
- Comply with labor code section 1429.5
- Comply with Property Service Workers Protection sections 1420-1434.
- Return Bid by 7/1/2026 @ 3:00PM.

Bids obtained will be scored and selected by the criteria below. Selected vendor will be listed as our preferred vendor for 12 months with the same listed criteria above.

Additional Requirements

- Please include terms and conditions on bids; bids must be good for 90 days.
- Please include on letterhead that your company would be interested in extending the contract for three years at the same price or submit a detail itemization of cost.
- Please follow the cleaning schedule that is attached.
- In the proposal, each site will need to be broken-down to a monthly amount, per a site and provide an additional one page summary of each site and cost.
- Submit a cost breakdown for each center, including labor hours per center and days per center.

Disclaimer: By submitting a response, you agree that KCAO is not liable for any costs incurred in completing and submitting the Request For Quote (RFQ), you can withdraw or terminate your response at any time, and you understand that by submitting a response, there is no guarantee you will be awarded the contract.

- Provide an option of a three-year contract with cost.
- Any submission that does not follow the scope or any bid that does not state “Proposal is bided per KCAO’s scope” can be disqualified.
- Note: brick house and Barbra (brick house 2) are on the same property.
- Please indicate if your bid and interest in taking partial properties or if your bid cannot be separated.

Steven Redlion Director of Facilities

13549 Hanford-Armona Rd., Armona, CA 93202

Steven.redlion@kcao.org

For questions, please call: 559-583-8071, ext. 3003 or 559-786-1123

Site and Duration of Cleaning	Area to Clean	Location	Cost
<p>Dolores Huerta (10 mos./5 days)</p> <p>The following Center Operate 10-months/5 days a week. August 2024 through June 2025 close for 2 weeks during winter break in December closed 1 week for Spring Break March,</p>	<p>1 classroom, 1 staff bathroom and office space</p>	<p>700 6 ½ Ave., Corcoran</p>	
<p>Oasis (10mos/5days)</p> <p>close for 2 weeks during winter break in December closed 1 week for Spring Break March,</p> <p>Class RM 1 (10mos/ 5days) Class Rm 3 (10mos/5days) Class Rm 4 (10 mos./5 days) August 2024 through June 2025</p> <p>Except classroom #2(Operate 8.5 Months March through November only)</p>	<p>1 STAFF Restroom / All areas including hallways, offices, all restrooms all classrooms. Please note limitation on classroom #2</p>	<p>1072 S 7TH St, Avenal</p>	
<p>Brick House 1 (12mos/5days) Closed</p>	<p>All Areas Brick house Monday –Friday 5 days a week 12mos.</p>		

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<p>Barbara (Brick House 2) (7days a week) 12mos/7days</p>	<p>Barbara-All common areas, bathrooms, dining room, kitchen, brick house offices and bathrooms, break room. All days (7 days a week)</p>	<p>418 E ninth st Hanford</p>	
<p>Main Office (12mos/5days)</p>	<p>All Areas Please clean outside tables and empty trash cans. Also once a month dusting and vacuuming the attic.</p>	<p>1130 N 11TH Ave, Hanford</p>	
<p>HS/CD (12 mos./5 days)</p>	<p>All areas Clean office spaces, Hallways /staff bathroom/ breakrooms @215 &217</p>	<p>215 &217 W7th St, Hanford</p>	

Hello here are the current footage we have please make efforts to verify these.

Delores Huerta Head Start	Head Start	Housing Authority	700 8 1/4 Ave.	Corcoran, CA		2,200					
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Brick House 2	Crisis Support	KCAO	E. 9th St.	Hanford, CA		3,936
Brick House 1	Crisis Support	KCAO	418 E. 9th St.	Hanford, CA		1,324
HS/CD Office	Head Start	AuStar Holdings Inc.	215 W 7th Street	Hanford, Ca		4,950
HS/CD Office	Head Start	The Jeremy J. Hansen Living Trust	217 W 7th Street	Hanford, Ca		5,071
Administration Building	Main Office	Main Building - KCAO	1130 N. 11th Ave.	Hanford, CA		15,433

*Oasis is estimated to be 7105 SQFT it is located in Avenal, Ca.

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Please answer the following questions in your proposal:

Business Name: _____

CSLB Lic. Number: _____ DIR #: _____

1. Are you a small business?
2. Are you a minority-owned business?
3. Are you a women owned?
4. Please list the warranties.
5. Are you located in Kings County?
6. Please list the lead time from start to finish for the project.
7. Please provide any additional information that you think would be pertinent to your bid.
8. Please indicate the name and contact information for the person submitting the bid.
9. Are you going to be the Prime Contractor?
10. Please attach a list all Subcontractors to be used for this project along with their CSLB license number.

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