

RFP 01-2024
Request for Proposal
Residential Cleaning Services
Vacant Apartments and Janitorial Services

Boulder Housing Partners, identified hereafter as BHP, is requesting bid proposals from companies to provide the services above for multi-family housing sites.

GENERAL

Boulder Housing Partners is seeking contractors for janitorial services at specific locations within the BHP portfolio, as well as cleaning services for newly vacated apartments on an as needed basis. Awarded contractors will be expected to enter into a one-year service agreement with BHP with the option to renew for two more, one-year terms. BHP estimates that the initial contract period will begin on April 22nd or soon thereafter.

The bid packet will be listed as Request for Proposal, **RFP 01-2024, Residential Cleaning and Janitorial Services**, and will be available for downloading from our website, <https://boulderhousing.org/bidsrfps> beginning February 28, 2024.

Submittals are due via email only on or before March 27, 2024, by 4:00pm. Please submit all proposals to procurement@boulderhousing.org, the subject line of the email MUST read "RFP 01-2024". Any proposal received after the due date and time will not be accepted. No mailed, hand-delivered, or faxed submissions will be accepted. For questions, please contact procurement@boulderhousing.org.

Summary of RFP Dates:

- **February 28, 2024:** RFP Package Available online
- **March 7, 2024:** 8am-12pm, in-person, group tour of properties. Meet at 4800 N. Broadway. You will need your own transportation and maps will be provided.
- **March 27, 2024:** RFP Proposal Submission Deadline, 4:00 pm
- **April 5, 2024:** Award of Contract and Notification



About Boulder Housing Partners

BHP is the Housing Authority for the City of Boulder, a quasi-governmental organization created in 1966 by the City Council of the City of Boulder. It was established as a housing authority under state law to provide safe and sanitary housing to low and moderate-income households in the City of Boulder.

BHP owns and operates over 1350 affordable apartment homes, over 100 market rate apartments and over 1300 assistance vouchers. Please refer to our website for additional information:
www.boulderhousing.org.

Submittal Requirements and Format:

Submittals must include a submittal letter and supporting data, including the following list of items. Submittals are prepared at the firm's expense and upon submission become the property of BHP and therefore become a matter of public record once the successful firm has been chosen and the contract awarded.

To be included in the submission, in this order:

1. Cover letter of no more than one page that includes a written summary of why your firm would provide excellent service to BHP.
2. Owner's name, company name, address, phone, fax, and email.
3. Type of work contractor is licensed to perform and any other specialization of the firm.
4. Pricing for cleaning vacant apartments, services as requested in the pricing table in Section C. Prices for janitorial services as requested in the pricing table in Section E. If you would like to submit a proposal for janitorial services for a subset of properties, you may bid on properties in a specific region, as indicated on the table in Section E, named R1, R2 and/or R3.
5. Insurance Company Name, address, phone, fax, and email.
6. Proof of General Liability, Workers Compensation, Automobile Insurance, and Pollution Insurance (if applicable). Appropriate limits for insurance are listed in the attached contract. If a contract is awarded, BHP must be named as an additional insured on your insurance forms.



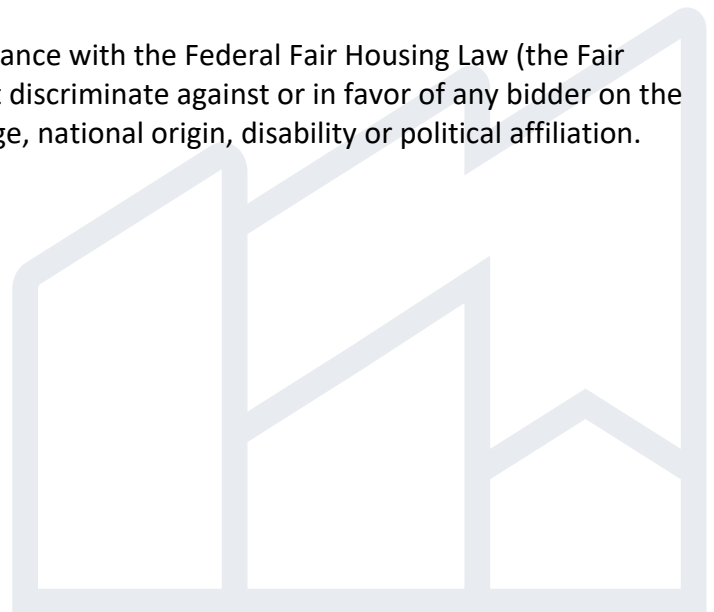
7. List and description of projects or work in which the firm has participated in the past three years. Please be sure to clearly notate which projects occurred within the City of Boulder and/or for BHP or a similar organization or governmental entity.
8. Organizational chart or description of principals and individuals responsible for work.
9. Two references for whom the firm has performed related work for in the last three years.
10. Please include whether your firm is certified as a Minority-Owned Business Enterprise (MBE), Woman-Owned Business Enterprise, or a Section 3 Business Enterprise.
11. If you are a PERA retiree, please include this in your proposal.
12. Sample Contract. If your firm needs additional language or addendums to the contract as provided in this RFP, please provide this information with the proposal.

SELECTION CRITERIA

BHP will use the following selection criteria to select the top firms for each service contract identified. The selection criteria are based on a 100-point evaluation:

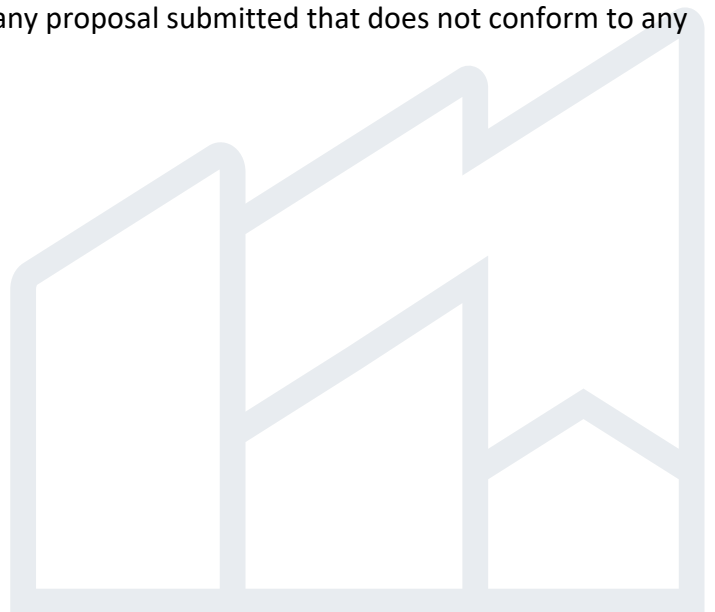
Criteria	Points on 100 point Basis
Pricing	40 points
Ability and experience in performing the required service	30 points
References	20 points
Complete proposal and ability to sign BHP contract	10 points

Boulder Housing Partners does business in accordance with the Federal Fair Housing Law (the Fair Housing Amendments Act of 1988). BHP shall not discriminate against or in favor of any bidder on the basis of race, religion, sex or sexual preference, age, national origin, disability or political affiliation.



BHP RESERVATION OF RIGHTS

1. BHP reserves the right to reject any or all proposals, to waive any informality in the RFP process, or to terminate the RFP process at any time, if deemed by BHP to be in its best interests.
2. BHP reserves the right not to award a contract pursuant to this RFP.
3. BHP reserves the right to terminate a contract awarded pursuant to this RFP, at any time for its convenience upon 10 days written notice to the successful bidder.
4. BHP reserves the right to inspect work at any time during the ongoing work.
5. BHP reserves the right to determine the days, hours and locations that the successful bidder shall provide the services called for in this RFP.
6. BHP reserves the right to retain all proposals submitted and not permit withdrawal for a period of 60 days subsequent to the deadline for receiving proposals.
7. BHP reserves the right to negotiate the fees proposed by the bidder.
8. BHP reserves the right to reject and not consider any proposal that does not meet the requirements of this RFP, including but not limited to incomplete proposals and/or proposals offering alternate or non-requested services.
9. BHP shall have no obligation to compensate any bidder for any costs incurred in responding to this RFP.
10. BHP shall reserve the right to at any time during the RFP or contract process to prohibit any further participation by a bidder or reject any proposal submitted that does not conform to any of the requirements detailed herein.



Additional Requirements Once Contract Signed

The contract generated by this RFP may be cancelled by BHP for noncompliance with specifications, inability to perform the contracting requirements of BHP or continued safety hazards. The cancellation notification shall state the cause or reason for the cancellation. Such cancellation would be at no charge to BHP other than for work authorized and completed at the time of termination.

The contractor shall provide all items, articles, operations mentioned or herein specified, related labor services, tools, equipment, transportation, and incidentals necessary and required for satisfactory, acceptable completion of the contracted work or delivery of materials. Owner may inspect work at any time during the ongoing work. Should a problem with the materials or the work performed by the Contractor occur during the course of this contract, and should it be shown that the cause of this problem is faulty work, the Contractor shall repair such problem fully at Contractor's own expense. After completion of work, Contractor will return the site to its original condition as determined by the Managing Agent. Any work required to return the property to its original condition will be at the Contractor's expense. Contractor will repair damage to the site which is caused by the contractor. After completion of work, Contractor will return the site to its original condition as determined by the BHP. Any work required to return the property to its original condition will be at Contractor's expense.

Contractor shall be responsible for any injury, damage or loss to all public and private property caused directly, in whole or in part, by their employees or agents or anyone directly or indirectly employed by them or anyone for whose acts any one of them may be responsible. The contractor shall comply with all applicable laws and codes bearing on the safety of persons or property of their protection, from injury, damage, or loss. Contractor is responsible for the means, methods and sequence of work and all safety aspects of this work. To the maximum extent permitted by law, Contractor agrees to indemnify, hold harmless, and defend Owner and Owner's Agents from and against any and all claims or damages arising from Contractor's performance of this agreement, as well as acts committed during the course of this agreement by any of Contractor's officers, employees, guests, invitees, and those doing business with Contractor.

Contractor assures that all existing and every new staff working on site do not have a criminal background which would indicate that they could present a threat to residents or staff. Acceptable criminal background is no felony arrests or convictions within five years and no pattern of misdemeanors (three or more) within five years. BHP may terminate this contract if this provision is violated. Contractor certification regarding criminal background included in attachments.

Every effort must be taken to insure the safety and security of the residents of BHP and properties owned by BHP.

Contractor agrees that if keys to buildings are misplaced, lost, or stolen, the Contractor will absorb all costs incurred to correct the situation. Work will be completed by BHP maintenance staff or contracted and billed to Contractor.



Contractor will disclose to BHP if anyone working for the contractor is related to an employee of Boulder Housing Partners prior to signing this contract.

Insurance Requirements

Contractor shall secure, pay the premiums for, and keep in force until the expiration of their contract adequate liability insurance and Worker's Compensation Insurance as provided by Colorado law. Certificate of insurance for Worker's Compensation and for liability shall be delivered to BHP or kept on file at BHP prior to start of contract. Any policy change shall be reported to BHP and certificate forwarded to BHP. By signing a contract generated by the RFP, the contractor understands that neither they nor their employees are covered by any BHP insurance policy. All copies of proof of insurance will be submitted to BHP along with the RFP. Contractors may send a copy of the required insurances with their proposal, but the work of the RFP can not begin, nor contract executed until original insurance verification forms are on file at the BHP offices.

The following insurance coverage is required:

- **Commercial General Liability:** Minimum of \$150,000 per person and \$1,000,000 per occurrence, \$2,000,000 aggregate.
- **Worker's Compensation Insurance:** Equal to or at least \$100,000 per employee.
- **Automotive Insurance:** Minimum of \$100,000/\$300,000 for bodily insurance and \$50,000 for property damage.
- **Pollution Insurance:** Recommended minimum coverage of \$1,000,000 per occurrence. Only necessary if contractor spraying or applying chemicals outdoors.

Wage Rate Determination:

If applicable, Contractor is responsible for certifying that all the contractor's employees are being paid the same or more than the HUD Wage Rate Determination for Boulder County for the trade being bid.



SPECIFICATIONS AND PRICING – RESIDENTIAL CLEANING SERVICES, VACANT APARTMENTS

Section A: General Requirements for Apartment Cleaning

1. Contractor shall provide all necessary tools, equipment, cleaning supplies and transportation to and from the job sites. An industrial quality cleaning is required.
2. During the apartment rehabilitation process, timing is of the essence and the successful bidder shall be able to provide their services within one day of work requested by BHP staff.
3. A small number of residents have respiratory or other sensitivity concerns that must be addressed and remembered while on site and cleaning within close proximity to these tenants. BHP will notify in these cases. The successful bidder will need to accommodate those needs.
4. The contractor must use all universal precautionary safeguards necessary to protect themselves and others from possibility of infection from blood borne diseases.
5. Contractor must provide all MSDS sheets for cleaning products used on units. All liquid cleaning products must be water based.

Section B: Cleaning Specifications

1. All interior surfaces shall be cleaned and free of grease and dirt. These interior surfaces shall include but not be limited to range hood, all bathroom surfaces, cabinets both interior face and interior shelving, additional unit shelving, counter-tops, vents, doors, floors, and wood trim.
2. All fixtures, plumbing, electrical and mechanical shall be cleaned.
3. Oven shall be cleaned inside and out and be free of grease.
4. Refrigerator shall be cleaned inside and out, coils vacuumed, shelving and bins removed and cleaned, and appliance left on its lowest setting.
5. Appliances shall be pulled out from the wall and cleaned behind and underneath.
6. Windows and screens to be removed and cleaned thoroughly. All window trays vacuumed of all dust and dirt. All ground level windows shall be cleaned inside and out. Upper-level windows are to be cleaned on the inside only if not removable.
7. All mini blinds, unless new, are to be removed, cleaned and reinstalled without damage.
8. Floors shall be vacuumed, mopped and wax removed and re-applied as necessary.



9. Contractor will provide BHP with an itemized account and final total of time spent cleaning each area or appliance per unit.
10. After cleaning, Contractor shall return all appliances and light fixtures covers and mini blinds to their original location.
11. Remove and clean heat covers and vents. Replace once clean.
12. Dust and clean all ceiling fans.
13. Dust and clean all hanging dining lights.
14. Sweep and clean out the fireplace.
15. Clean the front and back porch of all dirt and debris. Remove cobwebs, sweep patio.
16. For Pergo or wood floors, do not use water, use a Swiffer type cleaning tool.
17. For any tub that has been re-surfaced, use non-abrasive cleaner such as Soft Scrub or equal.

Section C: Pricing

1. Submit a price per unit size in the following chart.

Pricing Table:

Please copy this table and utilize this exact format in your submission. Assume that the units are vacant, the former resident lived in the unit for three years and was a poor housekeeper. Utilize the specifications as outlined above. Assume the oven is not self-cleaning. Assume the floors are wood with carpet in the bedroom(s).

Description	Cost
Cost to clean vacant 1 bedroom, 1 bathroom apartment, 500 square feet, one level	
Cost to clean vacant 2 bedroom, 1 bathroom apartment, 700 square feet, two levels with staircase	
Cost to clean vacant 3 bedroom, 2 bathroom (both with tub and shower) apartment, 900 square feet, two levels with staircase	
Hourly rate to clean for miscellaneous requests	



SPECIFICATIONS AND PRICING – JANITORIAL SERVICES

Section D: Cleaning Specifications for Common Areas and Offices

1. Kitchens
 - a. Dust mop hard surface floors
 - b. Damp mop hard surface floors
 - c. Clean and Sanitize sink and counters
 - d. Clean all tables and chairs
 - e. Empty all trash, recycle, compost and replace liners
 - f. Load and unload dish washer – 4800 Broadway Only
 - g. Remove expired items from refrigerator weekly
2. Offices
 - a. Empty all waste baskets and replace liners
 - b. Dust all accessible horizontal surfaces
 - c. Vacuum carpets or mop floors
 - d. Dust mop hard surface floors
3. Restrooms/Locker Rooms
 - a. Clean mirrors
 - b. Clean and sanitize sink and counter
 - c. Clean and sanitize toilet bowls and urinals inside and out
 - d. Clean and sanitize shower
 - e. Replenish paper towels, toilet tissue, hand soaps
 - f. Empty all trash and replace liners
 - g. Mop floor with disinfectant solution
4. Common Area/Libraries/Community Rooms
 - a. Vacuum carpets or mop floors
 - b. Empty all trash, recycle, compost and replace liners
 - c. Dust all horizontal surfaces 6' and below
 - d. Spot clean door glass
 - e. Clean room's & trash chute doors
5. Elevators
 - a. Clean and polish stainless steel doors inside and outside
 - b. Vacuum and/or mop cab floor
6. Entry/Lobby
 - a. Vacuum carpets or mop floors
 - b. Empty all trash and replace liners
 - c. Dust all horizontal surfaces 6' and below
 - d. Spot clean glass - doors, work desks with glass partitions
7. Exterior grounds
 - a. Empty trash cans around property
 - b. Empty dog station trash and refill bags



Section E: BHP Property List with Common Area Cleaning Requirements. Please use the last column in the chart below to submit proposed costs.

SITE	ADDRESS	REGION	# OF UNITS	COMMON AREA CLEANING	PROPOSED COST (TO BE COMPLETED APPLICANT)
30Pearl TC30P	3075 Pearl Parkway 3001 Spruce 2360 30 th St Boulder, CO 80301	R1	120 Apts: 17/eff 48/1br 44/2br 11/3br	1 time per week – 3 buildings Stairwells Hallways Office Bathroom Community Room's with Kitchen Elevators	
Arapahoe Court PHIAC	951, 953 Arapahoe Boulder, CO 80302	R2	Elderly/Disabled 14/1br Apts	1 time per week Laundry room	
Arapahoe East WFAE	4610 Arapahoe Boulder, CO 80303	R3	Family Site 11 Apts: 4/1br 7/2br	1 time per week Laundry room	
Bridgework WFBK	602-698 Walden Circle <u>Office:</u> 676 Walden Circle Boulder, CO 80305	R3	Family Site 123 Apts: 2/1br 55/2br 44/2br	1 time per week Laundry room Bathroom Office	
Broadway East WFBE	3110, 3114, 3130, 3140, 3150, 3160 Broadway <u>Community Center:</u> 3114 Broadway #1, Boulder, CO 80304	R2	Family Site 44 Apts: 30/2br 14/3br	1 time per week Community Center with Offices, Full Kitchen, Bathrooms, Elevator Laundry room	
Canopy at Red Oak Park TCCAN	2993, 2995, 2999, 3001 Arnett Pl. 2625, 2633, 2637, 2653 Valmont Rd. Boulder, CO 80304	R1	41 Apts: 12/1br 18/2br 11/3br	1 time per week Stairwells Office	
Broadway West TCBW	3120 Broadway Boulder, CO 80304	R2	Family Site 26 Apts: 18/1br 6/2br 2/3br	1 time per week Stairwells Hallways Common Area's Laundry room Elevator	
Canyon Pointe TCCP	700 Walnut Boulder, CO 80302	R1	Elderly/Disabled 82 Apts 81/1br 1/2br	2 times per week Stairwells Hallways Community room with Full Kitchen Bathrooms Offices Elevators	
Casey WFCAS	2453 Broadway Boulder, CO 80304	R1	6 Apts: 6/1br	1 time per week Stairwells Entry	



SITE	ADDRESS	REGION	# OF UNITS	COMMON AREA CLEANING	PROPOSED COST (TO BE COMPLETED APPLICANT)
Cedar WFCED	1240 Cedar Ave. Boulder, CO 80304	R1	13 Apts 4/1br 8/2br 1/3br	1 time per week Stairwells Hallways Laundry room	
Ciclo TCCI	3390 Valmont Rd. Boulder, CO 80301	R1	38 Apts: 2/eff 30/1br 6/2br	1 time per week Stairwells Hallways Laundry room Common room Elevator	
Dakota Ridge WFDR	4912, 4925, 4927, 4929, 4936, 4953, 4955, 4956, 4957, 4960, 4962, 4964, 4978 10th St. Boulder, CO 80304	R1	Family Site 13 Homes: 6/3br 7/4br	NA	
Diagonal Court BCDC	3265, 3267, 3269, 3271, 3273 30th St. Boulder, CO 80301 <u>Community Center: 3265 #7</u>	R2	Family Site 30 Apts: 25/2br 5/3br	1 time per week Community Center with Offices, Full Kitchen, Bathroom's Laundry room	
Foothills WFFH	<u>Addr @ Cherry St</u> 701,705,723,735,747,751,763, 775,787,795 <u>Addr @ Silver Lake Ave.</u> 700, 703A thru D , 707, 710, 722, 730, 744, 749, 754, 760, 765, 772, 777, 783, 788, 790, 791 <u>Addr @ 7th and 8th St.</u> 4510, 4512, 4516, 4522, 4528, 4530, 4534, 4536, 4538, 4542, 4546, 4550, 4558, 4562, 4566, 4570, 4582, 4586, 4590, 4598, 4501, 4507, 4511, 4519A thru D , 4521, 4527A thru D , 4529, 4533, 4535, 4539, 4541, 4545, 4547, 4565A thru D , 4597 (Even #s on 7th St. odd on 8th St.) <u>Office/Community Center:</u> 4550 8 th St. Boulder, CO 80304	R3	Family Site 74 Units 14/1br 50/2br 10/3br	1 time per week Community center with Full Kitchen, Office, Bathroom 4 – buildings (addresses in BOLD) with common area hallway, stairs, laundry room	
Glen Willow TCGW	301, 303, 311, 313, 333 Pearl St. Boulder, CO 80302 FF <u>Office/Community Center:</u> 333 Pearl St.	R1	Family Site 34 Apts: 3/eff 9/1br 12/2br 6/3br 4/4br	1 time per week Community Center with Offices, Full Kitchen, Bathrooms	
Hayden Place 1 & 2 WFHP WFHP2	3405, 3450, 3460, 3480, 3660, 3690 Hayden Pl Boulder, CO 80301 Hayden Place 2 – 3480 Hayden Pl.	R1	Family Site 30 Apts: 28/1br 2/2br	1 time per week Laundry rooms	



SITE	ADDRESS	REGION	# OF UNITS	COMMON AREA CLEANING	PROPOSED COST (TO BE COMPLETED APPLICANT)
High Mar TCHM	4990 Moorhead Ave Boulder, CO 80305	R1	Elderly 55+ 59 Apts: 38/1br 21/2br	2 times per week Stairwells Hallways Community room with Full Kitchen Common Rooms Office Bathroom Elevators	
Holiday Neighborhood WFHO	<u>Addr @ Lee Hill:</u> 1570 # 1-6, 1610 # 1-4, 1620 # 1-6 <u>Addr @ 13th St:</u> 4650, 4652, 4680, 4686, 4692, 4698 <u>Addr @ Yellow Pine:</u> 1323, 1326, 1334, 1342 <u>Addr@ 18th St:</u> 4730, 4738, 4746, 4754, 4762, 4766, 4774 <u>Addr@ Zamia:</u> 1708, 1744, 1655, 1657, 1490 #101-104 & 201 – 202 <u>Addr @ 16th St:</u> 4705 #101 – 104 and 201 – 202, Boulder, CO 80304	R3	Disabled/Family Site 49 Apts: 19/1br 28/2br 2/3br (6/ 2BR – accessible)	NA	
Iris/Hawthorn BCIH	<u>Addr @ Hawthorne Ave.:</u> 1620, 1635, 1645, 1650, 1655, 1665, 1675, 1685, 1695 <u>Addr @ Iris Ave.:</u> 1650, 1660, 1670, 1680, 1690 Boulder, CO 80304	R2	Family Site 14 Homes: 7/3br 7/4br	NA	
Kalmia BCKA	<u>Addr @ Nottingham Court:</u> 3502, 3507, 3512, 3517, 3522 <u>Addr @ Arthur Court:</u> 3500, 3505, 3510, 3515, 3525 <u>Office/Community Center:</u> 3525 <u>Arthur Ct.</u> Boulder, CO 80304	R2	Family Site 49 Apts: 32/2br 17/3br	1 time per week Community Center with Offices, Full Kitchen, Bathrooms Elevator	
Lee Hill TCLH	1175 Lee Hill Dr Boulder, CO 80304	R1	31 apts 31/ 1br	1 time per week Stairs Hallway Community room with Partial Kitchen Offices Bathrooms Elevator	
Madison TCMD	1130, 1150, 1170, 1190 35th Street Boulder, CO 80303	R2	Family Site 33 Apts: 11/1br 14/2br 8/3br	1 time per week Community Center with Offices, Bathrooms	
Manhattan BCMN	660, 662, 664, 666, 668, 690 Manhattan Boulder, CO 80303 <u>Office/Community Center:</u> 668 <u>Manhattan #1</u>	R2	Family Site 41 Apts: 17/1br 16/2br 8/3br	1 time per week Community Center with Offices, Full Kitchen, Bathrooms	



SITE	ADDRESS	REGION	# OF UNITS	COMMON AREA CLEANING	PROPOSED COST (TO BE COMPLETED APPLICANT)
Midtown WFMT	837 20th St. Boulder, CO 80302	R1	Family Site 13 Apts: 4/1br 9/2br	1 time per week Stairwells Hallways Laundry room Storage room	
Palo Park TCPP	3279, 3289, 3299, 3301, 3311 Palo Parkway Boulder, CO 80301 <u>Office/Community Center: 3295 Palo Parkway</u>	R1	35 Apts: 13/1br 14/2br 8/3br	1 time per week Community Center with Offices, Full Kitchen, Bathrooms 2 buildings with interior stairwells	
Northport BCNP	1133 Portland Place Boulder, CO 80304	R2	Elderly/Disabled 50 Apts – 20/eff, 30/1br	2 times per week Stairs Hallway's Community Room with Full Kitchen Offices Bathrooms Elevators	
Red Oak Park TCROP	<u>Addr @ Arnett St.:</u> 3005, 3011, 3017, 3029, 3035, 3041, 3047, 3048, 3052, 3053, 3056, 3059, 3060, 3064, 3065, 3068, 3071, 30172, 3077, 3083, 3089, 3095 <u>Addr @ Raintree Pl:</u> 2640, 2645, 2650, 2655, 2660, 2665, 2670, 2675 <u>Addr@ Littleleaf Ln:</u> 3014, 3018, 3022, 3026, 3030, 3034, 3038, 3042, 3045, 3046, 3050, 3051, 3054, 3057, 3058, 3062, 3063, 3066, 3069, 3070, 3074, 3075, 3078, 3081, 3082, 3086, 3090, 3094 Boulder, CO 80304 <u>Office/Community Center:</u> 3025 Littleleaf Ln.	R1	Family Site 59 Apts: 44/2br 10/3br 4/4br	1 time per week Community Center with Full Kitchen, Offices, Bathrooms Laundry Room	
Sanitas Place WFSP	3640 Broadway Boulder, CO 80304	R1	Family Site 12 Apts 1/1br 11/2br	1 time per week Laundry Room	
Tantra Lake TCTL	807, 817, 847, 877, 897, 903, 933, 993 , E. Moorhead Circle 900, 909, 930, 939, 979, 990, 880 , W. Moorhead Circle Boulder, CO 80305 <u>Office/Club House: 1000 W.Moorhead Circle</u>	R3	185 Apts: 69/1br 102/2br 14/3br	1 time per week 4 multi-unit buildings (addresses in BOLD) with Stairs, Hallways and Laundry Room's Leasing Office only (not Club House)	



SITE	ADDRESS	REGION	# OF UNITS	COMMON AREA CLEANING	PROPOSED COST (TO BE COMPLETED APPLICANT)
Trout Farms WTF	2727 Folsom St. Boulder, CO 80304	R3	31 Apts: 24/1br 7/2br	NA	
Twenty37 WF37	2037 Walnut St. Boulder, CO 80302	R1	26 Apts: 26/1br	2 times per week Laundry Room Exterior trash	
Twin Pines WFTP	1700 22nd St. Boulder, CO 80302	R1	Family Site 22 Apts: 20/1br 2/2br	1 time per week Stairs Hallways Laundry Room	
Vistoso WFVI	4500 Baseline Rd. Units 1101-1110 and 1201, 1203, 1205, 1207, 1209 Boulder, CO 80303	R3	15 Apts: 15/2br	NA	
Walnut Place BCWP	1940 Walnut Place Boulder, CO 80302	R2	50+ Elderly Disabled 95 Apts: 58/eff 36/1br 1/2br	2 times per week Stairs Hallways Laundry Rooms Community Room with Full Kitchen Common Rooms Offices Bathrooms Elevators	
West View TCWV	4600, 4620 Broadway 1201 Yarmouth Boulder, CO 80304	R3	34 Apts: 11/1br 14/2br 9/3br	1 time per week Stairs Storage Rooms	
Whittier Apts WFWA	1946 Walnut St. Boulder, CO 80302	R1	Family Site 10 Apts 1/1br 9/2br	1 time per week Stairs Laundry Rooms	
Woodlands TCWL	2663, 2665, 2671, 2683, 2685 Mapleton Boulder, CO 80304 <u>Boulder County Headstart: 2675 Mapleton</u> <u>Office/Community Center: 2685 Mapleton</u>	R2	Family Site 35 Apts: 23/2br 11/3br 1/4br	1 time per week Community Center with Offices, Bathrooms Laundry Room	
4800 Z4800	4800 Broadway Boulder, CO 80304	R1	Main Office	3 times per week Stairs Hallways Offices Conference Rooms Kitchen's Bathrooms Elevator	

Section F: Other requirements

1. Contractor shall provide all necessary tools, equipment and cleaning supplies and transportation to and from the job site. Supplies include paper products and hand soap.



2. For 4800 Broadway only, contractor shall perform the work weekdays after 5:00pm, and before 8:00am, and over the weekend any time after 5:00pm on Friday and before 8:00am on Monday. All other properties can be cleaned during business hours, 8:00am-5:00pm, Monday through Friday.

