



## COMPETITIVE BID DH-19-0005

The **Arkansas Department of Health (ADH)** is seeking pricing and a contract for Fleet Vehicle Cleaning Services

This contract shall include all ADH vehicles at the ADH main campus located at 4815 West Markham Street and at the Freeway Medical Building at 5800 West Tenth Street in Little Rock, AR.  
(Approximately 55 vehicles)

Contract term will be one (1) year, with the option to renew for six (6) additional one (1) year terms. In no instance will the contract exceed seven (7) years

A contract will be awarded to the lowest responsive, responsible bidder

### **PRICE ESCALATION**

- A. Price increases will be considered at the time of contract renewal
- B. The contractor **must** provide to ADH a written request for the price increase. The request **must** include supporting documentation demonstrating that the increase in contract price is based on an increase in market price. ADH **shall** have the right to require additional information pertaining to the requested increase
- C. Increases **shall not** be considered to increase profit or margins
- D. ADH **shall** have the right to approve or deny the request

### **PRICING**

Pricing submitted must be in exact accordance with the following specifications. Substitutions or alternates will not be accepted. ADH will not be obligated to pay any costs not identified on the Official Price Sheet. Any cost not identified by the respondent but subsequently incurred in order to achieve service **shall** be borne by the respondent

### **PRODUCT SPECIFICATIONS**

#### 1. SPECIAL REQUIREMENTS

- A. Vendor must provide all items necessary to perform on-site cleaning of ADH vehicles including, but not limited to:
  - Clean filtered water
  - Steam pressure washing equipment
  - All chemicals/cleaning agents and any cleaning tools or utensils
  - All booms and environmental protection items necessary to perform the service in exact accordance with all specifications



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- B. Petroleum and Chemical Booms must be used to surround and protect all drains. Chemical Booms must be capable of separating all surfactants discharged from the exterior cleaning products. All cleaning products used in the vehicle cleaning process must be free of any caustic content. Vehicles should be inspected and any damage or obvious neglect should be noted. Severe interior stains shall be brought to the attention of the ADH Fleet Vehicle Coordinator. Stain remediation will be quoted on a case by case basis.
  
- C. All vehicle cleaning shall be done during ADH non-business hours. ADH Business Hours are 7am to 5pm Monday through Friday.
  
- D. All vehicles shall be cleaned twice monthly.

### **2. EXTERIOR**

Steam Pressure Washed, Brushed, and Thoroughly Rinsed  
Hoods Raised, Engine and Engine Compartment Cleaned Monthly

### **3. INTERIOR**

Vehicle Interiors shall be thoroughly cleaned, vacuumed. All interior glass shall be thoroughly cleaned. Any personal/professional items left in the vehicle that need to be moved to complete the cleaning process must be placed back in their original position. Where practical, application of Antibacterial cleaning products on interior surfaces is preferred.

**Any questions concerning bid specifications must be emailed to and received by Nichole Brewer at least 48 hours prior the bid opening date and time. Email to: [Nichole.Brewer@arkansas.gov](mailto:Nichole.Brewer@arkansas.gov)**

**All Bids must be received no later than 2pm Central Time October 11<sup>th</sup>, 2018**

**All bid responses must be emailed to Nichole Brewer at: [Nichole.Brewer@arkansas.gov](mailto:Nichole.Brewer@arkansas.gov)**

**All bids must submitted on the attached Official Bid Price Sheet**

**Successful Vendor may be required to sign and adhere to the following documents:**

- **Illegal Immigrant Certification**
- **Restriction of Boycott of Israel**
- **Contract Grant & Disclosure**



**COMPETITIVE BID  
DH-19-0005**

**OFFICIAL BID PRICE SHEET**

Company Name: \_\_\_\_\_

Name (type or Print) \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_

ITEM	DESCRIPTION	PRICE PER VEHICLE
1	Perform Fleet Vehicle Cleaning Services In Exact Accordance With All Specifications	\$

All Bids must be received no later than **2pm Central Time October 11<sup>th</sup>, 2018**

ADH will not be obligated to pay any costs not identified on the Official Price Sheet

Do not include sales taxes in pricing

Email To: [Nichole.Brewer@arkansas.gov](mailto:Nichole.Brewer@arkansas.gov)