

CITY OF WILLIAMSPORT, PA RESOLUTION

RESOLUTION # 0256

DATE 2-17-22

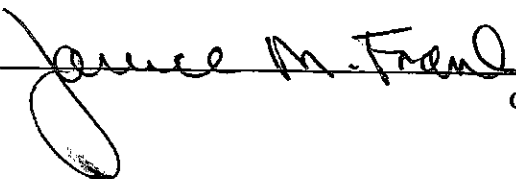
TITLE

RESOLUTION AUTHORIZING AN AGREEMENT BETWEEN THE CITY OF WILLIAMSPORT AND CHOICE CARPET CLEANERS, INC

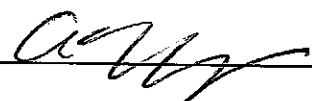
NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Williamsport authorizes the City of Williamsport to enter into a contract agreement with Choice Carpet Cleaners Inc., 1613 Heather Lane, Williamsport, Pa 17701 for janitorial services at City Hall office facilities (*Trade & Transit Centre I & II (City Hall offices), 810 Nichols Place (Police Dept)*) and Public Works department (*1550 West Third Street*) starting on March 1, 2022 until December 31, 2022, not to exceed \$38,325 for janitorial services at all locations.

HEREBY, the appropriate City Officials are hereby authorized to execute an agreement between the City of Williamsport and Choice Carpet Cleaners, Inc. and any documents necessary to accept the attached agreement.

Approved



City Clerk



President

Vendor Status Information

Instructions: Please fill in the appropriate section below completing all blanks within the section(s). This information is necessary to insure that the contract and bonds are in the correct form.

Section 1

If the vendor is a sole proprietor, fill out the section below. If not skip to the next section.

Business Name or d.b.a: _____
Owner Name: _____
Address: _____
City, State, Zip: _____
Telephone: _____
Email: _____

Section 2

If the vendor is a partnership, fill in this section. If not skip to the next section.

Business Name or d.b.a: _____
Address: _____
City, State, Zip: _____
Telephone: _____
Email: _____

Partner A Name: _____
Address: _____
City, State, Zip: _____
Telephone: _____
Email: _____

Partner B Name: _____
Address: _____
City, State, Zip: _____
Telephone: _____
Email: _____

Section 3

If the vendor is a corporation, fill in this section. If not skip to the next section.

Name of corporation: Choice Carpet Cleaners Inc. _____
State of corporation: PA _____
Location of principal office: 1613 Heather Ln. Williamsport, PA 17701 _____

Representative executing on behalf of corporation: *Please Print*

Name: Tim E. Montgomery _____
Title: President _____
Address: 1613 Heather Ln. Williamsport, PA 17701 _____

Proposal/Schedule of Prices

2022 Cleaning Services
Effective March 1, 2022 to December 31, 2022

County: Lycoming
Municipality: Williamsport

Proposal of: **Choice Carpet Cleaners Inc.**

To the City of Williamsport:

In compliance with the advertisement and the Invitation to Bid, the bidder hereby proposes to supply all equipment, supplies and services as per the bid specifications and at the prices stated below:

This is a ten-month (10) month contract for cleaning services as outlined below:

100 West Third Street – Trade and Transit Centre I

Please provide a price specifically for each location as outlined below

\$20805 for 10 months

Administrative Offices – 1st Floor, 2nd Floor and 3rd Floor

This includes the following areas: entrance/lobby area, conference room, hallways, kitchen(s) and all offices. *(Offices include, but not limited to Controller's office, Treasurer's Office, Finance Office, Mayor's Office and Police Department Administrative Offices)*

- A. Steam cleaning of all carpets is to be done twice (2 times) a year. Once in the spring and once in the fall.
- B. Once a year, all tile, wood, ceramic/tile floors are to be stripped, waxed and buffed.
- C. Cleaning Supplier is to provide all mops, buckets, vacuums, ~~garbage can liners,~~ cleaning/chemicals supplies etc. to be used to complete the above listed items.

Office Areas

- Clean all office areas and break rooms
- Dust all horizontal surfaces
- Wipe clean all windows once (1 time) per week
- Wipe clean any exposed surfaces areas including, but not limited to, desks, filing cabinets and window sills etc.
- Wipe and disinfect all water coolers/water fountains
- Daily vacuum of all carpeted areas
- Dry mop and wet mop all other exposed floor surfaces
- Empty all trash cans

All rest rooms are to be cleaned and disinfected including the following:

- Clean sinks and counter tops
- Replenish all toilet paper/ hand drying products as needed
- Daily cleaning of all toilets, inside and out
- Clean mirrors
- Empty trash
- Dry mop and wet mop all floors

Cleaning company may be asked to clean specific items not listed above and shall not be considered above and beyond the general cleaning scope of work.

Terms

Cleaning company accepts are terms as outlined above and any services agreements agreed to which is guaranteed for time starting **March 1, 2022 to December 31, 2022.**

Any contract/agreement may be terminated by either party for anything other than non-performance with sixty (60) days' notice. This may be terminated by either party for non-performance with notice and cure procedures in thirty (30) days' notice. The terminating party must give the non-performing party written notice specifying the detailed nature of performance defect. The non-performing party will have five (5) days to cure the defect to the reasonable satisfaction of the notifying party. If satisfaction is not achieved at the end of five (5) days, the notifying party shall notify the non-performing party, in writing, of failure. The agreement shall terminate thirty (30) days from the original date of the complaint.

144 West Third Street – Trade and Transit Centre II

Please provide a price specifically for each location as outlined below

\$17520 for 10 months. Price breakdown below each location.

Administrative Offices – 1st Floor

This includes the following areas: entrance/lobby area, hallways, kitchen(s) and all offices. *(Offices include, but not limited to IT department and City Clerk's Office)*

- D. Steam cleaning of all carpets is to be done twice (2 times) a year. Once in the spring and once in the fall.
- E. Once a year, all tile, wood, ceramic/tile floors are to be stripped, waxed and buffed.
- F. Cleaning Supplier is to provide all mops, buckets, vacuums, ~~garbage can liners,~~ cleaning/chemicals supplies etc. to be used to complete the above listed items.

Office Areas

- Clean all office areas and break rooms
- Dust all horizontal surfaces
- Wipe clean all windows once (1 time) per week

- Wipe clean any exposed surfaces areas including, but not limited to, desks, filing cabinets and window sills etc.
- Wipe and disinfect all water coolers/water fountains
- Daily vacuum of all carpeted areas
- Dry mop and wet mop all other exposed floor surfaces
- Empty all trash cans

All rest rooms are to be cleaned and disinfected including the following:

- Clean sinks and counter tops
- Replenish all toilet paper/ hand drying products as needed
- Daily cleaning of all toilets, inside and out
- Clean mirrors
- Empty trash
- Dry mop and wet mop all floors

Cleaning company may be asked to clean specific items not listed above and shall not be considered above and beyond the general cleaning scope of work.

Terms

Cleaning company accepts are terms as outlined above and any services agreements agreed to which is guaranteed for time starting **March 1, 2022 to December 31, 2022.**

Any contract/agreement may be terminated by either party for anything other than non-performance with sixty (60) days' notice. This may be terminated by either party for non-performance with notice and cure procedures in thirty (30) days' notice. The terminating party must give the non-performing party written notice specifying the detailed nature of performance defect. The non-performing party will have five (5) days to cure the defect to the reasonable satisfaction of the notifying party. If satisfaction is not achieved at the end of five (5) days, the notifying party shall notify the non-performing party, in writing, of failure. The agreement shall terminate thirty (30) days from the original date of the complaint.


\$4380 for 10 months

810 Nichols Place – Peter Hertic Transportation Museum **Williamsport Bureau of Police Headquarters**

Main Offices

This includes the following areas: entrance/lobby area, waiting room, restrooms, locker rooms and any other designated office(s) located within the facility.

- A. Once a year, all tile, wood, ceramic/tile floors are to be stripped, waxed and buffed.

- 
- B. Cleaning Supplier is to provide all mops, buckets, vacuums, ~~garbage can liners~~, cleaning/chemicals supplies etc. to be used to complete the above listed items.

Common Areas

- Clean general/public waiting area all offices etc.
- Dust all horizontal surfaces
- Wipe clean all windows once (1 time) per week
- Wipe clean any exposed surfaces areas including, but not limited to, desks, filing cabinets and window sills etc.
- Wipe and disinfect all water coolers/water fountains
- Daily vacuum of all carpeted areas
- Dry mop and wet mop all other exposed floor surfaces
- Empty all trash cans

All rest rooms are to be cleaned and disinfected including the following:

- Clean sinks and counter tops
- Replenish all toilet paper/ hand drying products as needed
- Daily cleaning of all toilets, inside and out
- Clean mirrors
- Empty trash
- Dry mop and wet mop all floors

Cleaning company may be asked to clean specific items not listed above and shall not be considered above and beyond the general cleaning scope of work.

Terms

Cleaning company accepts are terms as outlined above and any services agreements agreed to which is guaranteed for time starting **March 1, 2022 to December 31, 2022.**

Any contract/agreement may be terminated by either party for anything other than non-performance with sixty (60) days' notice. This may be terminated by either party for non-performance with notice and cure procedures in thirty (30) days' notice. The terminating party must give the non-performing party written notice specifying the detailed nature of performance defect. The non-performing party will have five (5) days to cure the defect to the reasonable satisfaction of the notifying party. If satisfaction is not achieved at the end of five (5) days, the notifying party shall notify the non-performing party, in writing, of failure. The agreement shall terminate thirty (30) days from the original date of the complaint.

\$5475 for 10 months

1550 West Third Street – Public Works Facility

This is to be performed on Monday/Wednesday and Friday of each week.

Main Offices

This includes the following areas: entrance/lobby area, waiting room, restrooms and any other designated office(s) located within the facility.

- A. Once a year, all tile, wood, ceramic/tile floors are to be stripped, waxed and buffed.
- B. Cleaning Supplier is to provide all mops, buckets, vacuums, ~~garbage can liners~~, cleaning/chemicals supplies etc. to be used to complete the above listed items.

Common Areas

- Clean general/public waiting area all offices etc.
- Dust all horizontal surfaces
- Wipe clean all windows once (1 time) per week
- Wipe clean any exposed surfaces areas including, but not limited to, desks, filing cabinets and window sills etc.
- Wipe and disinfect all water coolers/water fountains
- Daily vacuum of all carpeted areas
- Dry mop and wet mop all other exposed floor surfaces
- Empty all trash cans

All rest rooms are to be cleaned and disinfected including the following:

- Clean sinks and counter tops
- Replenish all toilet paper/ hand drying products as needed
- Daily cleaning of all toilets, inside and out
- Clean mirrors
- Empty trash
- Dry mop and wet mop all floors

Cleaning company may be asked to clean specific items not listed above and shall not be considered above and beyond the general cleaning scope of work.

Terms

Cleaning company accepts are terms as outlined above and any services agreements agreed to which is guaranteed for time starting **March 1, 2022 to December 31, 2022.**

Any contract/agreement may be terminated by either party for anything other than non-performance with sixty (60) days' notice. This may be terminated by either party for non-performance with notice and cure procedures in thirty (30) days' notice. The terminating party must give the non-performing party written notice specifying the detailed nature of performance defect. The non-performing party will have five (5) days to cure the defect to the reasonable satisfaction of the notifying party. If satisfaction is not achieved at the end of five (5) days, the notifying party shall notify the non-performing party, in writing, of failure. The agreement shall terminate thirty (30) days from the original date of the complaint.

\$7665 for 10 months

- Clean general/public waiting area all offices etc.
- Dust all horizontal surfaces
- Wipe clean all windows once (1 time) per week
- Wipe clean any exposed surfaces areas including, but not limited to, desks, filing cabinets and window sills etc.
- Wipe and disinfect all water coolers/water fountains
- Daily vacuum of all carpeted areas
- Dry mop and wet mop all other exposed floor surfaces
- Empty all trash cans

All rest rooms are to be cleaned and disinfected including the following:

- Clean sinks and counter tops
- Replenish all toilet paper/ hand drying products as needed
- Daily cleaning of all toilets, inside and out
- Clean mirrors
- Empty trash
- Dry mop and wet mop all floors

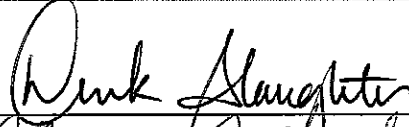
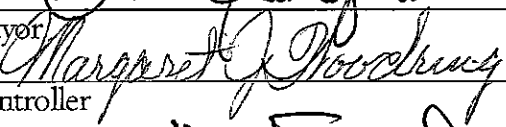
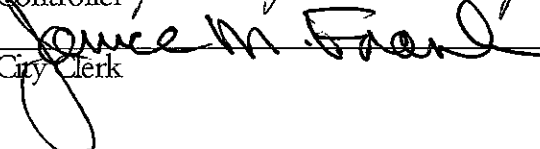
Cleaning company may be asked to clean specific items not listed above and shall not be considered above and beyond the general cleaning scope of work.

Terms

Cleaning company accepts are terms as outlined above and any services agreements agreed to which is guaranteed for time starting **March 1, 2022 to December 31, 2022.**

Any contract/agreement may be terminated by either party for anything other than non-performance with sixty (60) days' notice. This may be terminated by either party for non-performance with notice and cure procedures in thirty (30) days' notice. The terminating party must give the non-performing party written notice specifying the detailed nature of performance defect. The non-performing party will have five (5) days to cure the defect to the reasonable satisfaction of the notifying party. If satisfaction is not achieved at the end of five (5) days, the notifying party shall notify the non-performing party, in writing, of failure. The agreement shall terminate thirty (30) days from the original date of the complaint.

Official Use Only


 Mayor

 Controller

 City Clerk

02/17/2022
 Date
 2/18/22
 Date

 Date



Western Surety Company

BID BOND
(Percentage)

Bond Number: 65775408

KNOW ALL PERSONS BY THESE PRESENTS, That we Choice Carpet Cleaners, Inc
_____ of
1613 Heather Lane, Williamsport, PA 17701, hereinafter
referred to as the Principal, and Western Surety Company
as Surety, are held and firmly bound unto City of Williamsport
of 144 West Third St., Williamsport, PA 17701
hereinafter referred to as the Obligee, in the sum of _____ Ten _____ (10 %) percent of the greatest
amount bid, for the payment of which we bind ourselves, our legal representatives, successors and assigns,
jointly and severally, firmly by these presents.

WHEREAS, Principal has submitted or is about to submit a proposal to Obligee on a contract for _____
Cleaning Services for City of Williamsport

NOW, THEREFORE, if the said contract be awarded to Principal and Principal shall, within such time as may be
specified, enter into the contract in writing and give such bond or bonds as may be specified in the bidding or
contract documents with surety acceptable to Obligee; or if Principal shall fail to do so, pay to Obligee the
damages which Obligee may suffer by reason of such failure not exceeding the penalty of this bond, then this
obligation shall be void; otherwise to remain in full force and effect.

SIGNED, SEALED AND DATED this 9th day of February, 2022.

Choice Carpet Cleaners, Inc
(Principal)
By [Signature] (Seal)

Western Surety Company
(Surety)
By [Signature] (Seal)
JOHN HINEY Attorney-in-Fact



Western Surety Company

POWER OF ATTORNEY - CERTIFIED COPY

Bond No. 65775408

Know All Men By These Presents, that WESTERN SURETY COMPANY, a corporation duly organized and existing under the laws of the State of South Dakota, and having its principal office in Sioux Falls, South Dakota (the "Company"), does by these presents make, constitute and appoint JOHN HINEY

its true and lawful attorney(s)-in-fact, with full power and authority hereby conferred, to execute, acknowledge and deliver for and on its behalf as Surety, bonds for:

Principal: Choice Carpet Cleaners, Inc

Obligee: City of Williamsport

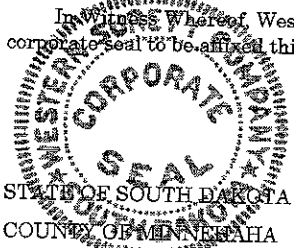
Amount: \$1,000,000.00

and to bind the Company thereby as fully and to the same extent as if such bonds were signed by the Vice President, sealed with the corporate seal of the Company and duly attested by its Secretary, hereby ratifying and confirming all that the said attorney(s)-in-fact may do within the above stated limitations. Said appointment is made under and by authority of the following bylaw of Western Surety Company which remains in full force and effect.

"Section 7. All bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile."

If Bond No. 65775408 is not issued on or before midnight of May 10, 2022, all authority conferred in this Power of Attorney shall expire and terminate.

In witness whereof, Western Surety Company has caused these presents to be signed by its Vice President, Paul T. Bruflat, and its corporate seal to be affixed this 9th day of February, 2022.

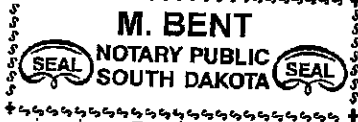


WESTERN SURETY COMPANY

Paul T. Bruflat

Paul T. Bruflat, Vice President

On this 9th day of February, in the year 2022, before me, a notary public, personally appeared Paul T. Bruflat, who being to me duly sworn, acknowledged that he signed the above Power of Attorney as the aforesaid officer of WESTERN SURETY COMPANY and acknowledged said instrument to be the voluntary act and deed of said corporation.



M. Bent

Notary Public - South Dakota

My Commission Expires March 2, 2026

I the undersigned officer of Western Surety Company, a stock corporation of the State of South Dakota, do hereby certify that the attached Power of Attorney is in full force and effect and is irrevocable, and furthermore, that Section 7 of the bylaws of the Company as set forth in the Power of Attorney is now in force.

In testimony whereof, I have hereunto set my hand and seal of Western Surety Company this 9th day of February, 2022.

WESTERN SURETY COMPANY

Paul T. Bruflat

Paul T. Bruflat, Vice President

To validate bond authenticity, go to www.cnasurety.com > Owner/Obligee Services > Validate Bond

Family Owned and Operated for 29 years

Choice **CARPET** **CLEANERS**

And Janitorial Services

- **Residential and Commercial Carpet Cleaning**
- **Janitorial Services Commercial & Industrial**
- **Customized to your needs**
- **Tile and Floor Maintenance**
- **Fully Insured & Bonded**

**WE CLEAN YOUR
CARPET ...
NOT YOUR
WALLET!**



Call for your free estimate
570-322-0199