

PUBLIC NOTICE
CITY OF LANDER
REQUEST FOR PROPOSALS
JANITORIAL SERVICES FOR
CITY HALL AND THE LANDER POLICE DEPARTMENT

The City of Lander is accepting proposals for an independent contractor to perform janitorial services for Lander City Hall and the Lander Police Department located at 240 Lincoln Street, Lander, Wy 82520. Proposals should include a base amount per month which includes on-call services.

Specifications may be picked up at City Hall, 240 Lincoln, Lander, Wy 82520, or are available at www.landerwyoming.org. Interested parties may inspect the buildings by contacting City Hall, 240 Lincoln Street, Lander, WY or calling 307-332-2870.

Proposals must be clearly marked "Janitorial Services". Send all proposals to City Clerk Rachelle Fontaine, 240 Lincoln Street, Lander, Wyoming 82520. All proposals must be received by 2:00 p.m. on Wednesday, October 25, 2023.

The City of Lander reserves the right to accept or reject any or all proposals and to accept the proposal which is deemed to be in the best interests of the City of Lander, all by State Statutes.

The City of Lander is an equal opportunity employer and does not discriminate on the basis of disability status in the admission or access to, or treatment or employment in, its programs or activities. The City of Lander complies with the nondiscrimination requirements contained in Section 504 of the ADA regulations. The City of Lander is an Equal Opportunity Provider.

Rachelle Fontaine
City Clerk

Publish:
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SPECIFICATIONS FOR JANITORIAL SERVICES
TO MAINTAIN AND CARE FOR
LANDER CITY HALL & THE LANDER POLICE DEPARTMENT

- General Cleaning of City Hall once a week
- General Cleaning of the Lander Police Department twice a week
- Quarterly Dusting of all woodwork, furniture and chairs
- Deep cleaning of building twice a year, including windows.

Contractor will determine the method, details, and means of performing the contracted janitorial services, including the determination of the need for and hiring of assistants at the Contractor's own expense. The City may not control, direct or otherwise supervise Contractor's assistants or employees in the performance of those services.

The City shall furnish vacuum cleaner, rug shampooer, mop and bucket, toiletries, housekeeping supplies and building maintenance supplies. Contractor shall supply any other tools, equipment, and supplies required to perform the contracted services.

It shall be the Contractor's sole discretion and at a cost solely to him to employ others to assist in the performance of his duties. In such case hiring, supervision and payment, including any applicable taxes such as FICA, Medicare, Social Security, or benefits such as Worker's Compensation or Unemployment Insurance, shall be the sole responsibility of Contractor.

The Contractor will provide insurance in the amount of \$1 million per occurrence/\$2 million general aggregate for general liability. A background check will be performed if selected. The term of this contract will be for two (2) years commencing January 1, 2024.