



STATE OF OHIO
DEPARTMENT OF ADMINISTRATIVE SERVICES
GENERAL SERVICES DIVISION
OFFICE OF PROCUREMENT FROM COMMUNITY REHABILITATION PROGRAMS
4200 SURFACE ROAD, COLUMBUS, OH 43228-1395

MANDATORY USE CONTRACT FOR: Janitorial Services, Ross County Correctional Institution, Chillicothe, OH

CONTRACT No.: CRP30429

EFFECTIVE DATES: 01/06/2020 to 12/31/2020

The Department of Administrative Services (DAS), Office of Procurement from Community Rehabilitation Programs (OPCRP) has accepted the proposal submitted in response to the Contract Number listed above by the certified Community Rehabilitation Program (CRP) and/or the certified Agent of a Community Rehabilitation Program (Agent). The CRP and/or Agent listed herein has been awarded a contract for the services or supplies listed. The respective ordering office contract approval form, [contract terms and conditions, supplemental terms and conditions](#), pricing schedules, specifications, and any attachments incorporated by reference and accepted by DAS become a part of this Mandatory Contract.

This Mandatory Contract is effective beginning and ending on the dates noted above unless, prior to the expiration date, the Contract is renewed, terminated or cancelled in accordance with the Contract Terms and Conditions.

This mandatory contract is available to Ross County Correctional Institution, 16149 State Route 104, Chillicothe, OH 45601.

This contract award by Office of Procurement from Community Rehabilitation Program is in accordance with Sections 125.60 to 125.6012 of the Revised Code.

Agencies are eligible to make purchases of the listed supplies and/or services in any amount and at any time as determined by the agency. The State makes no representation or guarantee that agencies will purchase the volume of supplies and/or services as initially advertised or described.

State agencies may make purchases under this Mandatory Contract up to \$2500.00 using the State of Ohio Payment Card. Any purchase that exceeds \$2500.00 will be made using the official state of Ohio purchase order (ADM-0523). Any non-state agency, institution of higher education or Cooperative Purchasing member will use forms applicable to their respective agency.

This mandatory contract and any amendments thereto are available from the DAS Web site at the following address:

www.procure.ohio.gov

Signed: _____
Matthew M. Damschroder, Director Date

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SPECIFICATIONS

I. SCOPE OF WORK

The intent of this scope of work is to provide janitorial services for the Ross Correctional Institution (RCI), 16149 State Route 104, Chillicothe, OH 45601.

II. WORKING HOURS

- A. Pike County Adult Activity Center shall provide two staff workers and a working supervisor
- B. Frequency of no less than three (3) days and up to five (5) days per week as directed by RCI designee.
- C. Times for service shall be determined by mutual agreement between Pike County Adult Activity Center and RCI.

III. SERVICES PROVIDED

- A. Pike County Adult Activity Center will perform all required aspects of janitorial services at RCI.
- B. High/low dusting
- C. Vacuuming of carpets and carpeted areas
- D. Wiping desks and furniture
- E. Cleaning bathrooms and shower areas
- F. Sweeping and mopping all non-carpeted areas with administration buildings
- G. Restock bathrooms with toilet paper and paper towels (provided by RCI)
- H. Pike County Adult Activity Center shall provide the services of stripping/waxing of non-carpeted RCI administration building floors at least quarterly unless otherwise stated by RCI designee.

IV. MATERIALS AND SUPPLIES

All supplies will be provided by RCI. All equipment and supplies for stripping and re-waxing of floors will be provided by RCI.

V. MISCELLANEOUS

- A. Pike County Adult Activity Center shall bill RCI on the last day of each month and payment is to be received within 30 days of a good invoice.
- B. This service agreement will run on a month to month basis. If RCI wishes to cancel or terminate this contract for any reason a thirty (30) day notice will be given to Pike County Adult Activity Center announcing intent to cancel.
- C. Any additional janitorial services that are not in the quote will be billed to RCI at \$75.00 per hour.

COST SUMMARY

ITEM NUMBER	ITEM	PRICE PER
37714	Janitorial Services, Ross County Correctional Institution, 16149 State Route 104, Chillicothe, OH 45601	\$375.00 per day
37715	Floor Care Services, Ross County Correctional Institution, 16149 State Route 104, Chillicothe, OH 45601	\$225.00 per occurrence
37716	Janitorial Services, Additional services requested by RCI, Ross County Correctional Institution, 16149 State Route 104, Chillicothe, OH 45601	\$75.00 per hour

Submit Invoices to:
Ross County Correctional Institution
16149 State Route 104
Chillicothe, OH 45601

CONTRACTOR INDEX

CONTRACTOR AND TERMS:

OAKS ID: 0000047435
Pike County Adult Activity Center
301 Clough Street
Waverly, OH 45690



CONTRACT NO: CRP30429

TERMS: Net 30 Days

CONTRACTOR'S CONTACT:

Tracy Noble

Telephone: (740) 947-7502
Email: tracy.noble@canalindustries.com