



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

OPTIONAL USE CONTRACT FOR: PROPERTY MANAGEMENT SERVICES FOR OHIO DEPARTMENT OF REHABILITATION AND CORRECTION DAYTON AREA FACILITY

CONTRACT NUMBER: CSP905516

EFFECTIVE DATES: 12/01/15 TO 10/31/18

The Department of Administrative Services has accepted Proposals submitted in response to Request for Proposal (RFP) No. CSP905516 that opened on 09/30/15. The evaluation of the Proposal responses has been completed. The Offeror listed herein has been determined to be the highest ranking Offeror and has been awarded a Contract for the services listed. The respective Proposal response including, Contract Terms & Conditions, any Proposal amendment, special Contract Terms & Conditions, specifications, pricing schedules and any attachments incorporated by reference and accepted by DAS become a part of this Services Contract.

This Requirements 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 Requirements Contract is available to the Ohio Department of Rehabilitation and Correction facilities at 1901 South Gettysburg Ave., Dayton, Ohio 45418 as applicable.

The agency is eligible to make purchases of the contracted services in any amount and at any time as determined by the agency. The State makes no representation or guarantee that department will purchase the volume of services as advertised in the Request for Proposal.

This Requirements Contract and any Amendments thereto are available from the DAS Web site at the following address:

[www.ohio.gov/procure](http://www.ohio.gov/procure)

Minority Business Enterprise Award in accordance with ORC CH. 125.081

**MUTUALLY AGREED UPON RFP, PROPOSAL AND COST SUMMARY REVISIONS**

The following changes and clarifications to the RFP, Robert Louis Group Proposal and Cost Summary were agreed upon through negotiations.

1. RFP Scope of Work

Remove item 4 and replace with the following

4. Contract and manage the stripping and waxing of floors twice a year.

The cost for the stripping and waxing will be identified after award and added to the Cost Summary via amendment.

Remove item 5.

Remove Items 7a, 7b and 7c.

The cost for the mulch will be identified after award and added to the Cost Summary via amendment.

2. The following language is added to the Contract.

This is a time and materials based Contract.

The Contractor will pay for building consumables including: light bulbs, HVAC filters ice salt etc. The Contractor will pay for all miscellaneous materials less than \$50.00 required to complete a work order. All single item materials that exceed \$50.00, required to complete a work order, will be paid for by the agency. The Contractor must submit its purchase invoice for the materials with the invoice for the work order. The Contractor may mark up the materials by the percentage indicated on the Cost Summary.

3. Proposal Cost Summary

A signed revised Cost Summary dated 11/09/2015 was accepted.

**COST SUMMARY**

RFP#: CSP905516

UNSPSC CATEGORY CODE(s): 80161600

Contractor: Robert Louis Group

Performance Bond

ANNUAL COST for a \$ 75,000.00 Performance Bond \$ \_\_\_\_\_ NA \_\_\_\_\_

Documentation must be included with Offerors Proposal to support the Offerors ability to secure the Performance Bond if required.

Contractor's Hourly Rates, Materials Upcharge and Annual Management Fee

<b>Description</b>	<b>Contractor Hourly Rate</b>
Snow Removal	\$ 190
HVAC Operation and Maintenance	\$ 125
Plumbing Operation and Maintenance	\$ 125
Lighting and Electrical Operations and Maintenance	\$ 122
Door and Lock Maintenance	\$ 90
General Maintenance (minor repairs, painting)	\$ 95
Lawn care and Landscaping services	\$ 83
Professional Tree Services	\$ 110
	Misc. Costs
Markup % of actual Contractor's cost for Materials and Equipment	15%
Stripping and waxing of floors (per occurrence)	\$ TBD After Award
Cost of mulch (once per year)	\$ TBD After Award
Annual Management Fee (billed monthly)	\$ 24,000

This is a time and materials contract. Contractor will be compensated for actual hours worked and materials used except for services and materials explicitly required to be paid for by the Contractor as part of the Contract.

Contractor must provide receipts/invoices for any purchases of materials and/or equipment. DRC will only pay the actual costs shown on receipt/invoice plus markup percentage indicated.

CONTRACTOR INDEX

CONTRACTOR, TERMS, AND SHIPMENT:

BID CONTRACT NO.: CSP905516



**MBE CONTRACTOR**

0000221510  
Robert Louis Group  
425 Walnut Street, Suite 1200  
Cincinnati, OH 45202

TERMS: Net 30 Days

DELIVERY: As Specified

Remit to Address

Robert Louis Group  
425 Walnut Street, Suite 1200  
Cincinnati, OH 45202

CONTRACTOR'S CONTACT:

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Robert Louis Group

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