

**BID FOR
ALL CLEANING SERVICES, INCLUDING
JANITORIAL SERVICES / LAVATORY MAINTENANCE
AND WINDOW CLEANING
FOR THE
NEW JERSEY SPORTS & EXPOSITION AUTHORITY**

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FOREWORD

The New Jersey Sports and Exposition Authority (the Authority), which oversees the operations of IZOD Center and the MetLife Sports Complex Site is requesting bids from janitorial service companies for the cleaning, including lavatory maintenance and window cleaning of the IZOD Center, certain buildings in the racetrack backstretch and the grounds of the MetLife Sports Complex.

Section III of this document contains the requirements for the submissions of this bid. Contractors are reminded that the awarding of this bid is based on both price and documented qualifications of the Bidder to handle daily cleaning for similar size entertainment or public facilities.

All contractors interested in responding to this Bid must attend a pre-Bid site conference/inspection scheduled for 10 AM on July 31, 2012. All persons attending this conference will be required to sign a site conference/inspection attendance form before the site conference/inspection begins. Contractors failing to attend this site conference/inspection and sign the attendance sheet will have their bid rejected.

Bid submissions, as well as, telephone inquiries or correspondence concerning the content of this bid, should be to the attention of:

George Zahn, Vice-President of Purchasing & Risk Management
New Jersey Sports and Exposition Authority
IZOD Center
East Rutherford, New Jersey 07073
(201) 842-5204
(201) 356-4971 (fax)
e-mail Gzahn@NJSEA.com

SECTION I

PRE-BID SITE CONFERENCE/INSPECTION - MANDATORY

- A. All contractors must attend a pre-bid site/conference inspection to acquaint themselves with the scope of the work and all conditions that might have an effect on the performance of the service as required.
- B. Attendance at these mandatory site/conference inspections is an absolute requirement and condition of this bid. Not meeting this condition or failure to sign the attendance form will result in rejection of this bid.
- C. **On :** **July 31, 2012**
Report To: IZOD Center Box Office

At: 10 AM

All persons attending must sign a site/conference attendance form before proceeding.

No Contractor will be granted a different tour date or be permitted to inspect the facilities except at the date and time specified.

SECTION II

METLIFE SPORTS COMPLEX OVERVIEW

IZOD CENTER

The 20,000-seat arena which opened on July 2, 1981, includes 29 private luxury suites, office space for the Authority administrative personnel, locker rooms for hockey and basketball, television and press facilities, and other equipment furnishings normally associated with a major indoor arena. Its design also includes provisions for approximately 40,000 square feet of potential exhibit space which, if used in conjunction with the Arena floor space, provides the facility with the capability of supporting industrial and leisure oriented exhibits and shows.

Events, such as independent college basketball games, concerts, family shows (e.g. Ringling Brothers Circus, Disney on Ice, etc.) and major national events (e.g. Globetrotters, Cirque du Soleil, etc.) as well the State Fair are scheduled at the IZOD Center.

SECTION III**TERMS AND CONDITIONS OF BID SUBMISSION****1.0 GENERAL**

- A. The bid is prepared for the purpose of establishing an agreement and contract between the Authority and a competent janitorial firm to furnish all labor, materials, equipment and services including lavatory maintenance and window cleaning necessary to complete cleaning services as directed by the Authority.
- B. The performance and the limits of the work shall at all times and in all respects be subject to the direction and approval of the management of the Authority and its designees. Separate quality assurance teams for each facility will inspect, on a daily basis, the cleanliness of the buildings and site. See Appendix C.
- C. Contractor will assume the responsibility of fully acquainting himself with all "Terms and Conditions" and specifications contained herein.
- D. It is not the intent of this bid to guarantee the successful Contractor the exclusive right on an annual basis for all of the cleaning needs of the Authority. The Authority retains the right to advertise for bid, or to complete work with its own equipment and forces, any cleaning job, which, in the Authority's opinion, would be in its best interest to do so.
- E. Bid Documents may be obtained from 9:00 AM to 4:00 PM at the Authority's Purchasing Department offices located in the IZOD Center

1.1 TERM OF CONTRACT

- A. The term of the contract to be awarded, as a result of this bid, will be for a one year period commencing from the date of award and two, one year options for renewal at the sole discretion of the Authority.

1.2 REJECTION OF BIDS

- A. The Authority reserves the right to reject any or all bids or to award in whole or in part if deemed to be in the best interest of the Authority to do so.
- B. The Vice-President of Purchasing, of the Authority, shall have the right to award this contract to the bidder best meeting specifications and conditions.

2.1 BID CONTENTS

To ensure complete and organized responses to this Bid two copies of the sealed bids should be submitted in the envelope provided and according to the format specified below:

SECTION	ITEM
	Transmittal Letter
	Table of Contents :
A	Qualifications of Contractors and Policies
B	Management Plan
C	Operations Plan
D	Financial Proposal
	Required Forms - Appendix D

Transmittal Letter

The transmittal letter shall be a formal letter from the Vendor and shall be prepared in a standard business format. The letter shall be brief, signed by the person who is authorized to commit the organization to perform the work specified in the Bid, and identify all materials and enclosures being forwarded in response to the Bid. The letter shall also include the name of the person who shall serve as the Vendor's representative for all matters relating to the Bid response as well as the person who will be the day-to-day project manager. A statement shall be included that the Bid submitted is valid for at least 180 days from the Bid due date.

Table of Contents

The vendor shall provide a Table of Contents consistent with the outline presented in this section.

A. QUALIFICATION OF CONTRACTORS AND POLICIES

Bidders shall be of known good reputation in the field of window cleaning and janitorial services and must submit with their bid evidence of their qualifications to satisfy the following conditions:

1. Contractor must certify that it possesses a minimum of five (5) years handling daily clean up and maintenance of large entertainment or public facilities with heavy patron traffic. Submit a list of five (5) contracts, with contact persons and phone number, performed for equal sized and/or similar type entertainment or public facilities over the past five (5) year period.
2. Contractor must also submit a list of all contracts that were lost or terminated within the last three (3) year period and the reason for such loss or termination. (See Appendix D)

3. The Authority reserves the right to interview and accept or reject all Contractor personnel prior to their commencing work or at any time during the duration of the contract when it is in the Authority's best interest to do so. In all cases, the Authority's decision will be binding on the Contractor.
4. Contractor must submit evidence that they control a large labor pool, so that they can provide the increased labor requirements required for large crowd days, or special events.
5. Contractor must identify and explain their company's Affirmative Action Plan and Worker Safety Plan and Fringe Benefit Plans.
6. Contractor must provide audited and certified financial statements for their company's last three years of operation.

B. MANAGEMENT PLAN

1. Provide a description of your management plan, including attention to the areas of:
 - Financial management, budgeting and reporting.
 - Personnel and payroll policies, including fringe benefits.
 - Administration and scheduling.
2. Include a proposed organization chart with proposed staffing for the operation of the IZOD Center. Each facility appendix contains matrixes representative of how the cleaning operation are staffed. Your bid should be based on the hours presented in these matrixes.
3. Include resumes of key personnel who will be assigned to the on-site team. (See Appendix D)

C. OPERATIONS PLAN

It is expected that the successful Contractor will provide a high quality, professional approach and exceed industry standards for custodial services. Briefly describe your policies and outline how you will provide those services. (See Appendix C) The ability of the Contractor to document how they will be able to meet the quality assurance standards will be a significant factor in determining the successful Contractor.

D. FINANCIAL PROPOSAL

1. The Authority expects a cost proposal by cleaner classification based on a hourly billing rate multiplied by the number of hours contained in each of the matrixes presented in the appendixes. (See Part 23 of this section).

2. A separate fee structure should be proposed for the first year of the contract, as well as for each of the two possible option years.
3. As a result of effective staff planning, the Authority incurs very little overtime. If considered necessary, the cost estimate should reflect premium time. All overtime needs to be approved in advance of being incurred.
5. Bidders are advised that their cost proposal must be clearly based on all the specifications contained in this bid.

2.2 BID EVALUATION

- A. Bid shall be evaluated by an evaluation committee of Authority personnel based on the following criteria:
 1. Experience and qualification of Contractor to satisfy requirements of the specifications, including demonstrated ability to handle daily clean up and maintenance on an ongoing basis for similar size entertainment or public facilities.
 2. The past performance of bidder in handling similar size facilities with large numbers of patrons attending daily events.
 3. The response of the bidder to all specification requirements in sufficient detail for the evaluators to analyze the bid and make a sound judgment about it.
 4. Fee structure.
- B. In addition to the information submitted for evaluation, the Authority may request any other information it sees fit to obtain regarding the ability of the bidder to render the services the Authority has a right to expect from a Contractor experienced in this line of work.

3.0 PUBLIC OPENING OF BIDS

- A. Sealed bids are due by August 23, 2012, at 2:00 PM and will be opened and read publicly on that date at the Authority's Purchasing Department conference room in the IZOD Center. Bidders or authorized agents are invited to be present. No awards, decision or discussion will be allowed at the bid openings.
- B. During the evaluation process, no opinions concerning ultimate award will be given.
- C. Bids which are to be rejected for failing to comply with procedural requirements shall not be returned to the Bidder until an official action has been taken by the governing body of the Authority.

4.0 INDEMNIFICATION

The Contractor shall assume all risk of and responsibility for, and agrees to indemnify and save harmless the Authority from and against, any and all claims, demands, suits, actions, recoveries, judgments and costs and expenses in connection therewith, made, brought or obtained on account of the loss of life, property, or injury or damage to persons or property that, shall be due to, arise out of, result from, or be in any way connected with, said work or the performance or lack of performance thereof, or any act or omission of the Contractor or any Subcontractor, in connection therewith.

4.1 INSURANCE

The following are the minimum insurance requirements to be provided by the successful Contractor to be in place no later than 30 days prior to the date of the inception of the contract, and for its entire duration thereafter.

- A. Commercial General Liability insurance with limits of at least \$5,000,000 per occurrence, Combined Single Limit for Bodily Injury and Property Damage Liability with no general aggregate. Such coverage to apply to the premises and all operations and to include "personal" injury insurance, products and completed operations liability, contractual liability, liability for damage to property of others while in the care, custody or control of the Company. All such coverage to include the Authority as an additional insured..
- B. Automobile liability insurance for the operation of owned, non-owned or hired cars with a limit of \$2,000,000 Combined Single Limit for Bodily Injury and Property Damage liability combined.
- C. Workers Compensation insurance as required by New Jersey law.
- D. The successful bidder will furnish the Authority with a certificate of insurance for each policy, prior to the execution of the contract, as evidence that the required coverages are in full effect. The certificate will be reissued at the renewal of each policy. The certificate should state that the insurer will provide the Authority with 30 days prior notice of cancellation.
- E. The successful bidder will not terminate any such insurance policy without 30 days prior notice to the Authority.
- F. The Contractor shall indemnify and hold harmless the Authority for any loss or expense arising out of failure of the Contractor to obtain or provide all insurance coverages required by this section. Any deductible under any of these coverages is the responsibility of the Contractor.

5.0 PERFORMANCE SECURITY

The successful vendor is required to submit a performance security in the amount of \$100,000. Performance security shall consist of a certified check or cashiers check made payable to the Authority, or an individual performance bond issued by an insurance or surety company authorized to do business in the State of New Jersey . Annual performance bonds on file with the State of New Jersey Division of Purchase and Property, Trenton, New Jersey are not acceptable.

6.0 STOCKHOLDER DISCLOSURE

All corporations and partnerships submitting a bid are required to enclose a list of the names and addresses of all stockholders owning 10% or more of their stock or 10% or more of the stock of their corporate stockholders or in the case of a partnership, the names and addresses of those partners owning a 10% or greater interest therein. (See Appendix H.)

7.0 EQUAL EMPLOYMENT OPPORTUNITY AND AFFIRMATIVE ACTION

To be considered a responsive bidder and be eligible for an award, all bidders must certify in writing that they will comply with the plan for Equal Employment Opportunity and Affirmative Action developed by the Authority. The parties to this contract agree to incorporate into the contract the mandatory language of subsection 3.4 (a) of the Regulations promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time and the Contractor or Subcontractor agrees to comply fully with the terms, provisions, and obligations of said subsection 3.4 (a) provided that said subsection shall be applied subject to the terms of subsection 3.4 (d) of said regulations.

The parties to this contract agree to incorporate into this contract the mandatory language of section 5.3 of the Regulations promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time and the Contractor or Subcontractor agrees to comply fully with the terms, provisions, and obligations of said section 5.3. (See Appendix H.)

8.0 CONTRACT TERMINATION

It is expressly agreed by the contract vendor that the Authority may terminate this Agreement at any time when in its judgment and sole discretion it deems the performance by the Contractor vendor unsatisfactory or in any way does not meet with the approval of the Authority. The Authority shall terminate this Agreement under this provision by giving contract vendor notice of said termination in writing at least thirty days prior to the effective date of termination.

9.0 NEW JERSEY PREVAILING WAGE ACT

The New Jersey Prevailing Wage Act, P.L. 1963, Chapter 150, is hereby made a part of this Agreement to the extent that this Agreement comes within the contemplation of that Act, and the Contractor confirms that neither it or, to its best knowledge, any Subcontractor it may employ at the Sports Complex are listed or are on record in the Office of the Commission of the State of New Jersey Department of Labor and Industry as one who has failed to pay prevailing wages in accordance with the provisions of the Act.

9.1 PREVAILING WAGE RATES

Attention is directed to the Prevailing Wage Rate List and to the applicable provisions of the "The New Jersey Prevailing Wage Act" Chapter 150 of the Laws of 1963 governing the prevailing rates of wage for workers who are employed in this Project. All provisions of said Wage Act and Amendments thereto, shall be considered part of this Contract and made part hereof.

The Contractor does, by submitting the bid, declare to the Authority that he is aware of the provisions of said Wage Act with relation to prevailing rates of wages for workers to be employed on this project.

The Contractor does, by submitting the bid, declare and represent that in the event of any redetermination of such prevailing rates at any time before the execution and delivery of the Contract between the bidder and the Authority, or at any time thereafter, the new rates, if any, will become the applicable minimum rates for work performed under said Contract. No increases in the contract price will be claimed by the Contractor and no such increase will be granted by the Authority as a result of such determination.

Prospective bidders are advised to contact the New Jersey Department of Labor and Industry [Telephone number (609) 292-2259] with respect to questions relating to the Wage Law.

10.0 LABOR STRIKE, JOB ACTION, PICKETING

In the event that any labor strike, job action or picketing against the Contractor at the site or elsewhere shall interfere with the proper conduct of the Contractor's operations, then at the Authority's option it shall immediately suspend the Contractor's rights to operate under this Agreement. Contractor agrees that during the period of suspension, it shall use its best efforts to settle such strike, job action or picketing. If such strike, job action or picketing shall continue for a period of ten (10) calendar days, then such action shall constitute a default and, at the Authority's option, it shall have the right to immediately terminate this Agreement.

11.0 PRESERVATION OF RECORDS

For the purpose of verifying and auditing the fee charged, Contractor agrees to prepare and preserve for a period of not less than three years following the end of each year of this Agreement, adequate payroll (i.e. time cards/sheets) records which will show all of the items required in order to verify the fees charged under this Agreement. Said records shall be available for review by the Authority or its agents, upon request, at any time during regular business hours.

12.0 LICENSES AND PERMITS

The Contractor agrees that it will secure and pay for all necessary licenses and permits required for the operation of its business and comply with all laws, orders, rules and regulations applicable to its operations.

13.0 INDEPENDENT CONTRACTOR

- A. The relationship created by this Agreement is that of principal and independent contractor and nothing herein contained shall be construed so as to constitute Contractor and the Authority as joint venturers or partners, or to make Contractor the agent of the Authority, or to make the Authority liable for the debts of the Contractor.
- B. Contractor shall be and remain an independent Contractor with respect to all services performed under this Agreement and agrees and does hereby accept full and exclusive liability for the payment of any and all contributions for social security, workers compensation insurance, unemployment insurance and old age retirement benefits, pension or annuities now or hereafter imposed on it as an employer under any State or Federal law with respect to persons employed by Contractor for work performed under the terms of this Agreement, and agrees to indemnify and save harmless the Authority from any such contributions, taxes or liabilities therefore with respect to persons so employed by Contractor.

14.0 ADVERTISING

Contractor agrees that it will not advertise or promote its business or any other business (other than information necessary to the identification and pricing of items in accordance with the terms hereof) at the premises, or use the name of the Authority or of the premises in any of its promotional materials, literature, etc., or in any way advertise or publicize this Agreement or the relationship and transactions created by it without the prior written consent of the Authority.

15.0 WAIVERS

No failure on the part of the Authority to insist upon strict performance of any covenant, agreement, terms or conditions or to exercise any right or remedy consequent upon a breach thereof, and no acceptance of all or partial payment of any sums during the continuance of such a breach shall constitute a waiver of such breach or of such covenant, agreement, term of condition to be complied with or performed by Contractor, nor shall any breach be waived, altered or modified without the written consent of the Authority.

No waiver of any breach shall affect or alter this Agreement but each covenant, term or condition of this Agreement shall continue in full force and effect with respect to any other than existing or subsequent breach thereof.

16.0 SEVERABILITY

This is a severable agreement and in the event that any part or parts hereof shall be held to be unenforceable, then it is the intention of the parties hereto that such part or parts shall be unenforceable to the full extent permitted by law, and in any event that all other parts of this Agreement shall remain valid and fully enforceable as if the unenforceable part or parts had never been a part hereof.

17.0 LABOR

- A. The Contractor shall employ qualified and competent craftsmen in their respective lines of work. All such employees shall be subject to approval by the Authority. Should the management deem any employee incompetent or negligent or for any cause unfit for his duties, the Contractor shall dismiss him, and he shall not again be employed on the Authority engagement. No Contractor will be required to employ for any work any person against whom he has a reasonable objection.
- B. All Contractor's personnel and workmen who work at the Racetrack may be required to apply for and obtain a Racing License, by the New Jersey Racing Commission. Fingerprints and a photograph are required for this license. Should any Contractor's personnel fail to obtain the required Racing License, the Contractor shall dismiss him, and he shall not again be employed on the Authority engagement.
- C. Upon termination of any employee or completion of work by any Contractor, all Racing Licenses are to be returned to the Authority for further disposition to the New Jersey Racing Commission. Failure to comply with this requirement will delay final payment to the Contractor.
- D. For the Contractor and his employees to obtain a New Jersey Racing Commission License the following criterion will apply:

1. Contractor must be approved by the Authority.
2. Contractor shall take out bidder's license (Fee \$25.00 annually).
3. Each employee of said Contractor must take out a New Jersey Racing Commission License (Fee \$10.00 annually).
4. All employees must be fingerprinted for which a money order must be made payable to the Federal Bureau of Investigation (Fee \$35.00 one time charge only).
5. Contractor must sign back of application verifying applicant's employment.
6. All payment fees are the responsibility of the Contractor and/or his employee.

17.1 LABOR RELATIONS

The Authority facilities are maintained and the operations are performed by unionized employees of ISS, the current janitorial company and are represented by Sports Arena Employees Local Union No.137, a Laborers International Union of N.A., AFL-CIO located at 1012 Haddonfield, New Jersey 08002. Bidders are advised that the successful bidder may be required to bargain with the existing union and set terms and conditions of employment.

18.0 AUTHORITY EQUIPMENT - LOANED TO CONTRACTOR

- A. The Contractor acknowledges that all equipment loaned to him by the Authority is the property of the Authority and the Authority reserves the right to retain control of said property if, in the opinion of the Authority, the property is not being adequately protected from fire, vandalism, theft or claims of third party creditors of the Contractor.
- B. Equipment suggested to be used is contained in the Appendixes. The cost for recovery this equipment should be provided for in the cleaning supply proposal.

19.0 RESPONSIBILITY FOR PROPERTY DAMAGE

- A. The Contractor assumes full responsibility for the equipment employed in execution of the work hereunder and agrees to make no claims against the Authority for damages to such equipment from any claims whatsoever.
- B. All property of Contractor or its employees or agents brought, kept, used, or left on the Authority's premises shall be at the sole risk of Contractor, its employees or agents, and Contractor shall be responsible for all loss or damage to its property, including furniture, fixtures, improvements, etc.

- C. The Contractor shall be responsible for any damage to Authority property, which exceeds \$100.00 caused by his negligence in the performance of work under this contract, including, but not limited to, equipment furnished to the Contractor, and all other building structures.
- D. In the event of such damage, the Authority reserves the right to immediately effect both temporary and permanent repairs at the expense of the Contractor, and the Contractor hereby agrees that in such event the Authority may deduct the cost of such repairs and related expenses incurred by the Authority from any monies due to the Contractor under this contract.

20.0 COORDINATION - JOB SITE - CLEAN UP

- A. It shall be the responsibility of the Contractor to cooperate fully with the Authority Superintendents and leave the job site in a clean and safe condition at the end of each day's work.

21.0 ACCIDENT REPORTS

- A. The Contractor shall promptly report in writing within 24 hours to the Authority's Security and Legal Department all accidents whatsoever arising out of or in conjunction with the performance of the work, whether on or adjacent to the working site, which cause death, personal injury or property damage, giving full details and statements of witnesses.
- B. In addition, if death or serious personal injury is caused, the accident shall be reported immediately by telephone to the Authority's Security and Legal Department.
- C. If any claim is made by a third person against the Contractor on account of any accident, the Contractor shall promptly report the matter in writing within 24 hours to the Authority Legal Department giving full details of the claim.

22.0 SCOPE OF SERVICES AND RESPONSIBILITY - GENERAL

- A. The Contractor selected to perform the work specified herein will be responsible for all cleaning, window washing and janitorial services necessary to adequately maintain the facilities throughout the year.
- B. Contractor will provide a qualified manager and supervisors and other key personnel necessary for the administration of key operations, such as payroll, insurance and clerical work, in addition to the janitorial personnel. **Contractor will be required to furnish billing information on a weekly basis on a disk in ASCIE format that is capable of being loaded into the Authority's computerized data base or into an excel spread sheet and a weekly invoice by event to each of Authority's operations managers.**

- C. These specifications are for general information purposes. At all times bidder will be under the direction of the Authority management, who may, from time to time, assign other duties.
- D. All cleaning agents including window washing chemicals will be subject to approval by management.
- E. The Contractor will provide adequate experienced labor, materials, equipment and supplies required for a first rate and workmanlike performance of window washing and janitorial.
- F. Contractor will exercise caution in using only approved materials to protect all areas and surfaces to be cleaned.
- G. Contractor will provide a manager, supervisors and foreman to be present during the performance of all work to ensure that the work is performed satisfactorily and in full compliance with all safety precautions, as prescribed by Federal regulations, OSHA, 29CFR, Part 1910 and Part 1926.

Contractor will provide a qualified manager and supervisors and other key personnel necessary for the administration of key operations, payroll insurance and clerical work, in addition to the custodian personnel.

Contractor is responsible for direct supervision of its personnel and must be present at all times when work is being performed.

The Authority management will evaluate all areas cleaned and make the results of each evaluation available. (see Appendix G for an example of the Quality Assurance Check List).

Contractor agrees that the problem areas so noted shall be corrected immediately.

If after repeated notice the Contractor fails to clean the problem areas, the Authority will at the direct cost to the Contractor have those areas properly cleaned.

- H. Contractor realizes that attendance at various events varies from day to day. Therefore, it is the responsibility of the Contractor to employ the caliber and quantities of people it deems necessary to maintain the facilities in a clean condition, in accordance with the terms of this Agreement regardless of the number of people in attendance. Contractor must provide evidence of the availability of these additional personnel, as required, with this bid.
- I. Contractor will provide and require all employees to wear acceptable uniforms with name tags and numbers that meet with the approval of the Authority's management.

- J. Contractor will provide First Aid with Material Safety Data Sheets.
- K. Contractor will comply with all recycling requirements mandated by Bergen County and State of New Jersey.
- L. Any scaffolds or cleaning equipment and cleaning material used for janitorial services shall be removed from public view at least one hour prior to any opening to the public.
- M. The successful Contractor will be responsible for insuring that their cleaning activity does not interfere with normal event operations.
- N. The Authority reserves the right to adjust the frequency of the cleaning schedule at its sole discretion.
- O. Contractor will work closely with Authority personnel to establish all necessary safeguards or safety devices to protect property, safeguard workers and other personnel from injury while work is being performed.

22.1 WORK REQUIREMENTS -

- A. All cleaning personnel shall be subject to approval by the Authority Management.
- B. Persons physically unfit should not be permitted to engage in this type of work.
- C. All safety equipment should be examined by the supervisor at the beginning of each work shift. The person using this equipment should also examine equipment at the beginning of each work shift and at other times during the day to make certain that no defects have developed.
- D. Equipment which has developed defects should be withdrawn from service for proper repair or disposal.
- E. Items moved during the washing or cleaning operations should be replaced to original position.
- F. Contractor will avoid interference with activities carried on in the offices.
- G. Contractor will observe all prescribed safety practices during performance of the work.
- H. Where necessary, Contractor will be required to furnish all safety equipment and ladders as required to accomplish the work satisfactorily.

APPENDIX A

SITE CLEANING

SITE CLEANING OVERVIEW

In addition to cleaners assigned to the Izod Center, four (4) full time cleaners may also assigned to the general site area on the following basis:

(a) A paper pick-up function is performed on a daily basis. These cleaners canvass the entire site (except the backstretch) and pick up all debris and place it in a garbage bag. These bags are left near the roadways and picked up by Authority laborers.

(b) These cleaners are also assigned to work with Authority laborers when lots are to be cleaned after stadium and arena events. This cleaning activity involves picking up paper from the walkways and curbs area surrounding the lots, not areas in the lots.

© After every stadium event, a crew of part time cleaners is assigned to pick up debris and place it in bags. These bags are left near the roadways and picked up by Authority laborers.

(d) One of the full time cleaners is assigned to clean administrative offices located in the maintenance building and the engineering building

The direct labor hours associated with this activity that should be used for the direct labor cost proposal are 13,320

APPENDIX B

IZOD CENTER

OVERVIEW OF IZOD CENTER APPENDIX

Contained in this Appendix are the following:

- Specifications concerning the square footage of floor space and carpeting to be cleaned and the frequency of the cleaning of these areas
- Procedures employed by cleaning staff
- Equipment currently in use (Exhibit I)
- Type of cleaning material currently used (Exhibit II)
- Supplies used and cost in 2011 (Exhibit III)
- 2011 calendars for all Arena Events. (Arena Events identified by an A) (Exhibit IV)

Based on the information contained in this appendix and from the information acquired at the site conference/inspection, a financial cost bid, consisting of the following, must be submitted:

1. A direct labor cost bid, equal to the number of hours expected to be incurred extended by the billing rate for each classification of cleaner that is expected to be used, eg. part-time, full time, lead, machine operator, supervisor / foreman, etc. The direct labor cost must be placed on the financial cost summary in section 23 of the introduction.
2. The cost for cleaning supplies will be awarded on a not to exceed basis of \$81,748 for the Arena. Site will be on the basis of \$10,000. If the actual event hours for the contract year exceed the hours in Exhibit I by more than 5%, then the bid for cleaning supplies will be adjusted. Exhibit III of this appendix presents a list of required kinds of cleaning supplies. Cleaning supplies will be billed on an actual basis every two weeks and must be presented for approval to the appropriate Authority manager.

3. A financial cost bid for commercial general liability insurance, including automobile insurance, for the first year of the contract for all facilities must be placed on the financial cost summary. The bid for commercial general liability insurance will be considered fixed for the first contract year. However, given the volatility in the commercial general liability insurance markets, the cost of commercial general liability insurance in the second and third year of the contract will be on a negotiated basis between the Authority and the cleaning contractor. The total cost for commercial general liability insurance, including automobile insurance, for the first year of the contract for all facilities must be placed on the financial cost summary on pg 20 in the introduction.
4. A financial cost bid for workers compensation insurance is to be provided for as a separate line item on a fixed basis. However, given the volatility in the workers compensation insurance markets, the cost of workers compensation insurance in the second and third year of the contract, if awarded, will be on a negotiated basis between the Authority and the cleaning contractor.

IZOD CENTER**AREA DESCRIPTIONS**

ALL DAILIES INCLUDE SATURDAY AND SUNDAY ON DAYS OF EVENT.
THROUGHOUT THE YEAR, APPROXIMATELY 33 WEEKS THE DAILIES ARE DONE 7 DAYS A WEEK AND
THE BALANCE OF THE YEAR, THE DAILIES ARE DONE 5 TIMES A WEEK.

AREA	DIMENSIONS	TYPE OF FLOOR	CLEANING FREQUENCY
<u>ARENA LEVEL</u>			
Locker rooms:			
Front (5 each)	15'x26'	vinyl tile	post event or as required
Shower (5 each)	10'x10'	ceramic tile	post event or as required
Front (4 each)	11'x10'	carpet	post event or as required
Shower (4 each)	3'x10'	ceramic tile	post event or as required
Hallway	1800 sq. ft.	vinyl tile	daily or as required
Room B	36'x14'	carpeted	post event or as required
Shower	33'x22'	ceramic tile	post event or as required
Room A	15'x10'	carpet	post event or as required
Shower	15'x20'	ceramic tile	post event or as required
Show Office	13'x10'	carpet	post event or as required
Production Office	11'x10'	carpet	post event or as required
Shower	3'x10'	ceramic tile	post event or as required
Lounge	20'x14'	vinyl tile	post event or as required
Event Office	12'x10'	carpet	daily or as required
Change-over Office	20'x12'	carpet	daily or as required
Coaches' Office	20'x 12'	carpet	post event or as required
Nets' Storeroom	20'x10'	vinyl tile	as requested or as required
Kitchen	25'x8'	vinyl tile	monthly or as required
Dark Room A	14'x5'	vinyl tile	post event or as required
Dark Room B	15'x10'	vinyl tile	post event or as required
Receiving Office	7'x9'	carpet	daily or as required

IZOD CENTER

AREA DESCRIPTIONS

ALL DAILIES INCLUDE SATURDAY AND SUNDAY ON DAYS OF EVENT.
THROUGHOUT THE YEAR, APPROXIMATELY 33 WEEKS THE DAILIES ARE DONE 7 DAYS A WEEK AND
THE BALANCE OF THE YEAR, THE DAILIES ARE DONE 5 TIMES A WEEK.

AREA	DIMENSIONS	TYPE OF FLOOR	CLEANING FREQUENCY
ARENA LEVEL			
Operations Office	24'x34'	carpet	daily or as required
Stagehands' Office	13'x9'	carpet	daily or as required
Maintenance Locker room	13'x24'	carpet	daily or as required
Shower	16'x12'	ceramic tile	daily or as required
Stagehands' Locker room	12'x24'	vinyl tile	daily or as required
Shower	16'x12'	ceramic tile	daily or as required
Men's Room on Dock	12'x9'	ceramic tile	daily or as required
Ladies' Room on Dock	12'x10'	ceramic tile	daily or as required
Medical Unit	20'x50'	vinyl tile	post event or as required
Restrooms (2)	5'x7' each	ceramic tile	post event or as required
Players Wives' Lounge	31'x20'	carpet	post event or as required
Press Lounge	46'x38'	carpet	post event or as required
Communications Room	45'x22'	carpet	post event or as required
Copier Room (Press)	20'x20'	carpet	post event or as required
Press Locker Room	10'x20'	vinyl tile	weekly or as required
Press Restrooms (2)	12'x18'	ceramic tile	post event or as required
Lobby Lounge	3500 sq. ft.	carpet	post event or as required
Area surrounding basketball court	4200 sq. ft.	carpet	pre&post event or as required
Nets Lockerroom			
Dressing Area	25'x15'	carpet	post event or as required

IZOD CENTER**AREA DESCRIPTIONS**

AREA	DIMENSIONS	TYPE OF FLOOR	CLEANING FREQUENCY
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ARENA LEVEL**Substations, Fan Rooms and Mechanical Rooms**

Elec. Sub station	30'x30'	concrete, painted	as requested
Elec. Sub Station	60'x30'	concrete, painted	as requested
Engineer Office	25'x10'	vinyl tile	daily
Break Room	13'x10'	carpet	daily
	4'x10'	vinyl tile	daily
Elec. Sub Station	160'x60'	concrete, painted	as requested
South Work Area	186'x70'	concrete, painted	weekly
Carp. Break Rm.	18'x22'	carpet	daily
Elec. Sub Station	60'x40'	concrete, painted	as requested
Pump Room	20'x50'	concrete, painted	weekly
Elec. Sub Station	60'x40'	concrete, painted	as requested
Trades Lockerroom	12'x12'	ceramic tile	daily
	9'x10'	vinyl tile	daily
Plan Room	22'x10'	carpet	as requested

MEZZANINE LEVEL

Fan Room NW	30'x50'	concrete, painted	weekly
Mechanical Rm. West	30'x50'	concrete, painted	weekly
Fan Room SW	60'x30'	concrete, painted	weekly
Fan Room SE	80'x50'	concrete, painted	weekly
Fan Room NE	80'x50'	concrete, painted	weekly

UTILITY LEVEL(4TH FLOOR)

Fan Room NW	25'x50'	concrete, painted	monthly or as required
Fan Room SW	25'x50'	concrete, painted	monthly or as required
Fan Room SE	25'x50'	concrete, painted	monthly or as required
Fan Room NE	25'x50'	concrete, painted	monthly or as required

BOX OFFICE

Entry Foyer	10'x10'	terrazzo	daily
Reception Area	12'x12'	carpet	daily
General Work Area	40'x46'	carpet	daily
General Offices	12'x3'	carpet	daily
Smaller Work Area	9'x22'	carpet	daily
Computer Room	30'x20'	carpet	daily
Safe Room	11'x11'	vinyl tile	daily
Kitchen Area	8'x13'	vinyl tile	daily

IZOD CENTER**AREA DESCRIPTIONS**

AREA	DIMENSIONS	TYPE OF FLOOR	CLEANING FREQUENCY
Hallway	140'x6'	vinyl tile	daily
Sellers' Windows	140'x8'	vinyl tile	daily
Restrooms			
Men's	11'x15'	ceramic tile	daily
Ladies	17'x15'	ceramic tile	daily
Ticket Counting Room	17'x17'	carpet	daily
Box Office Lobby	61'x140'	terrazzo	daily
Lobby Foyer	60'x15'	terrazzo	
B/O Lobby Event Office	12'x15'	carpet	daily
B/O Lobby Security	20'x17'	carpet	daily

PRIVATE SUITES

Eight each	20'x20'	carpet	post event
Fifteen each	17'x20'	carpet	post event
Four each	15'x20'	carpet	post event
Two each	24'x20'	carpet	post event
Restrooms (29 each)	4'x6'	ceramic tile	post event
Operations Booth	12'x12'	carpet	post event
Sound Room	30'x20'	carpet	as requested
Lower Mezz Sound Room	50'x30'	vinyl tile	weekly

MEZZANINE - MISCELLANEOUS ROOMS AND AREAS

Mail Room	18'x11'	vinyl tile	daily
State Police Office	25'x15'	vinyl tile	post event
Security			
Back Office	24'x15'	vinyl tile	daily
Supv. Office	10'x10'	carpet	daily
Parking Office	30'x12'	vinyl tile	daily
Machine Storage Room	36'x40'	vinyl tile	daily
Cleaning Offices			
Front	12'x11'	carpet	daily
Director's	10'x11'	carpet	daily
Ladies' Lockerroom	30'x15'	vinyl tile	daily
Men's Lockerroom	20'x50'	vinyl tile	daily
Men's Lockerroom	30'x60'	vinyl tile	daily
Shower Restrm (3 each)	18'x10'	ceramic tile	daily

MEZZANINE - MISCELLANEOUS ROOMS AND AREAS cont'd

Hallway	2700 sq. ft.	vinyl tile	daily
Employees' Lunch Room	27'x24'	vinyl tile	daily
Uniform Room	10'x30'	vinyl tile	weekly
Finance Offices			
Reception Area	15'x25'	rubber tile	daily
Intro. Meet. Rm.	10'x8'	rubber tile	daily
Men's Room	12'x8'	vinyl tile	daily
General Offices			
w/ cubicles	30'x50'	carpet	daily

IZOD CENTER

AREA DESCRIPTIONS

AREA	DIMENSIONS	TYPE OF FLOOR	CLEANING FREQUENCY
Copy Room	15'x8'	carpet	daily
Hallway	30'x4'	carpet	daily
Indiv. Offices			
(4)	15'x12' each	carpet	daily
(4)	15'x20' each	carpet	daily
(1)	10'x8'	carpet	daily
(1)	25'x25'	carpet	daily
(1)	20'x20'	carpet	daily
(1)	8'x15'	carpet	daily
(1)	15'x10'	carpet	daily
(1)	20'x12'	carpet	daily
Ladies Room	6'x8'	vinyl tile	daily
Secretarial office	30'x25'	carpet	daily
GM Office	18'x15'	carpet	daily
GM Restroom	8'x8'	ceramic tile	daily
Exec. Offices (4)	12'x12' each	carpet	daily
Gen. Offices (10)	18'x15' each	carpet	daily
Corridor	5'x40'	carpet	daily
Lunch Room	16'x14'	rubber tile	daily
Back Office	8'x14'	carpet	daily
Gen. Office Area	20'x20'	carpet	daily
Copier Room	20'x12'	carpet	daily
Winners' Club			
Entry Foyer	40'x30'	carpet	daily
Coat Room	16'x10'	vinyl tile	post event
Sports Authority Offices			
West Entry Foyer	8'x20'	terrazzo, rubber matted	daily
	600 sq. ft.	carpet	daily
Reception Area	8'x12'	terrazzo	daily
	30'x18'	carpet	daily
General Offices	4000 sq. ft.	carpet	daily
Indiv. Office (13)	10'x13' each	carpet	daily
Indiv. Office (1)	20'x13'	carpet	daily

IZOD CENTER

AREA DESCRIPTIONS

AREA	DIMENSIONS	TYPE OF FLOOR	CLEANING FREQUENCY
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MEZZANINE - MISCELLANEOUS ROOMS AND AREAS cont'd

Lunch Room	18'x18'	vinyl tile	daily
Men's Restrm	8'x18'	ceramic tile	daily
Ladies' Restrm	8'x18'	ceramic tile	daily
Exec. Offices (2)	25'x15' each	carpet	daily
	(1) 24'x12' each	carpet	daily
	(1) 14'x17' each	carpet	daily
Board Room	30'x15'	carpet	daily
Conference Rm	16'x18'	carpet	daily
Restrm/Shower	12'x12'	ceramic tile	daily
GM Restrm	8'x12'	ceramic tile	daily
Exec. Work Area	1500 sq. ft.	carpet	daily

BUILDING - MISCELLANEOUS AREAS

Stairwells	(2)	Arena Level to roof	concrete	weekly
	(2)	Arena Level to concourse	concrete	daily
	(1)	Arena Level to mezzanine	concrete, painted	daily
	(1)	Arena Level to concourse	concrete	weekly
	(4)	Arena Level to 5th floor	concrete	weekly
Escalators	(2)	B/O Lobby to concourse	stainless steel	daily
	(2)	B/O Lobby to Arena Lobby	stainless steel	daily
	(2)	Winners Club to concourse	stainless steel	daily
Elevators	(1)	Freight	vinyl tile	daily
	(1)	Press	vinyl tile	daily
	(1)	Winners Club	vinyl tile	daily
Steps from B/O Lobby to Arena Lobby	(2)		terrazzo	daily
Perimeter Road outside Arena			concrete/asphalt	daily
Steps & Plaza entries at Gates A,B,C,D			concrete	daily
Front of Box Office and Plaza			concrete	daily
West Admin. Entrance			concrete	daily
East Admin. Entrance(Winners & Devils)			concrete	daily
North Employees' Entrance			concrete	daily
Compactor Area			concrete	daily
Backstage Area			concrete	daily

IZOD CENTER

AREA DESCRIPTIONS

AREA	DIMENSIONS	TYPE OF FLOOR	CLEANING FREQUENCY
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BUILDING - MISCELLANEOUS AREAS cont'd

Truck Bays, Ramp & Tunnel		concrete	daily
Expo Area/Storage		concrete	daily
Basketball Court		treated hardwood	pre & post event
Hockey Dasher boards		high density polyethylene	post event
		tempered glass	(see glass requirements)
		plexi glass	(see glass requirements)
Arena Floor		concrete	post event on changeover's
Turnstiles & Ticket boxes (60)		stainless steel	post event
Toll Booths (11)		vinyl tile	bi-weekly
Guard Shacks (2)		vinyl tile	daily
Matrix Room	8'x45'	vinyl tile	daily
5th floor Restrooms (2)	12'x9'	ceramic tile	daily
	4'x14'	concrete	daily
5th floor Press Area		concrete	post event
Entire 5th Floor (Halo)		concrete/steel	weekly
Cat walks		steel	monthly/upon request

PUBLIC RESTROOMS TO BE STOCKED, CLEANED AND MAINTAINED DURING EVERY EVENT

Concourse			
101 Men's	24'x50'	ceramic tile	post event
101 Ladies'	18'x50'	ceramic tile	post event
106 Men's	30'x40'	ceramic tile	post event
106 Ladies'	22'x40'	ceramic tile	post event
110 Men's	30'x40'	ceramic tile	post event
110 Ladies'	22'x40'	ceramic tile	post event
115 Men's	14'x40'	ceramic tile	post event
115 Ladies'	14'x40'	ceramic tile	post event
120 Men's	14'x40'	ceramic tile	post event
120 Ladies'	22'x40'	ceramic tile	post event
124 Men's	30'x40'	ceramic tile	post event
124 Ladies'	22'x40'	ceramic tile	post event
Winners Club			
Men's	20'x9'	ceramic tile	daily
	4'x12'	carpet	daily
Ladies	20'x9'	ceramic tile	daily
	9'x12'	carpet	daily
Box Office Lobby			
Men's	10'x10'	ceramic tile	daily
Ladies	10'x10'	ceramic tile	daily
Arena Lobby			
Men's	35'x25'	ceramic tile	daily
	35'x25'	ceramic tile	daily

IZOD CENTER**AREA DESCRIPTIONS****FLOOR TYPES AND TOTAL SQUARE FOOTAGE****Terrazzo**

Concourse	35,300 sq. ft.	
Foyers (4)	3,600 sq. ft.	
Box Office Lobby	8,540 sq. ft.	
B/O Lobby Foyer	900 sq. ft.	
Arena Lobby	8,000 sq. ft.	
West Entrance	160 sq. ft.	
Front Office Reception Area	48 sq. ft.	
Box Office Entry	<u>100 sq. ft.</u>	
	Total	56,648 sq. ft.

Vinyl Tile

Total 19,000 sq. ft.

Ceramic Tile

Total 18,100 sq. ft.

Carpeted Areas

Total 50,000 sq. ft.

Rubber Tile

Total 900 sq. ft.

THE BALANCE OF THE AREAS NOT SPECIFIED ARE CONCRETE OR PAINTED CONCRETE WITH THE EXCEPTION OF THE CAT- WALKS WHICH ARE STEEL.

BUILDING INFORMATION

Total Area	480,000 sq. ft.
Total Carpeted Area	50,000 sq. ft.

Plumbing Fixtures

Toilets	205
Urinals	144
Sinks	259

IZOD CENTEREst # of Events**EVENT DESCRIPTIONS**Est Attendance

2	College Basketball	15,000 - 17,000
11	College Graduations	5,000 - 8,000
1	Skating Show	8,000
19	Disney on Ice	4,000 - 8,000
10	Misc. Children's Shows	2,000 - 6,000
2	Wrestling	8,000 - 10,000
2	Globetrotters	8,000 - 10,000
18	Circus	11,000 - 14,000
18	Concerts	16,000 - 20,000
5	Monster Trucks	6,000 - 9,000
2	Rehearsals	8,000 to 10,000
17	State Fair	2,500-25,000

Event Requirements

1. Provide restroom attendants to stock and maintain all patron restrooms.
2. Provide concourse attendants to maintain the concourse and remove trash from receptacles.
3. Provide cleaners as required for special projects and for emergency needs that require cleaning.
4. Prepare and maintain an assignment sheet of cleaners for insurance/accountability purposes.
5. See that the cleaning personnel are in properly approved uniforms.
6. Provide attendant for backstage area.
7. On rainy and snow days, it is most important to have cleaners by the entry gates mop the floor due to the tracking in of water from the outside by the patrons.

IZOD CENTER**APPROXIMATE MAN HOURS**

(See EXHIBIT IV for Details)

EVENT	PRE EVENT	EVENT CLEAN UP	SUM TOTAL EVENT HOU
Concerts	125 hours	280 hours *	405 hours
Ice Shows	106 hours	216 hours *	322 hours
Circus	100 hours	280 hours *	380 hours
Children's Shows	40 hours	144 hours *	188 hours
Wrestling	100 hours	192 hours *	292 hours
Globetrotters	100 hours	192 hours *	292 hours
Misc. Small Shows	100 hours	192 hours *	292 hours

* These hours include the following charges: Each event day there are two full-time cleaners assigned a 9:30 AM to 6:00 PM shift. This is to cover special pre event requests, tasks or emergencies. 16 hours are charged to the event. One full-time cleaner is designated a Changeover cleaner and works with the crew that converts the building from one event to another. 8 hours is charged to the previous event, who must be fluent in English.

These figures are based on full house attendance, so pre / post event clean up costs can vary upon size of attendance. There are still constant clean up costs that do not fluctuate with attendance.

ADDITIONAL COSTS

Suites 32 hours per event There are occasions during the family shows
(multi show) cleaners between shows at a minimum of 4 hours each. Furthermore, specialized carpet care in the suites is an added charge. days) which require 4 to 6

In addition to the above, there are also frequent requests from various Authority departments including, but not limited to the Operations department. All this must be handled in a timely manner and so not to interfere with the overall operations of the Arena.

IZOD CENTER**CURRENT STAFF LEVELS**

6-8 Full Time Cleaners (8 hour shift)

---For office area, locker rooms, suites, floor maintenance (terrazzo, tile, and carpets), stock clerk and one lead person. These cleaners are also used for building restoration and pre-season cleaning.

Manager

Accomplished By

: 2 People Full Time

Supervisor

: 1 Per Diem as needed

This management staff is required to monitor work crews around the clock during the busy season (seven events a week). Family shows require additional supervision due to the fact there are multiple performances within a 24 hour time period and the building needs to be cleaned before each performance. Vacations, illness and additional time off should be taken into consideration with the managerial staff.

There are considerable administrative duties which are required to be completed by the managerial staff. Accurate schedules (event and post event) including names and location of employees must be comprised and filed on a daily basis. This is necessary for staff accountability, insurance and/or other general purposes in which such information is needed. Scheduling of the staff (full-time, part-time, event) as well as work schedules and days off must be done and files kept on the same. All department employee accidents must be reported and filed. Specification sheets, inventory of supplies, and machinery equipment must be maintained and kept in working order. Supervisor should have access to e-mail.

All work is chargeable to work orders and accurate records must be kept as well as maintaining a budgeted amount of time for such. Supervision is also responsible for coordinating and overseeing the recycling program which is ongoing continuously expanding to meet today's environmentally conscientious society. The managerial staff is also responsible for enforcement of NJS&EA rules, regulations, as well as department conduct and operating procedures.

It is also helpful that the supervisors speak Spanish, since a good portion of the work force now as well as the future come from the Spanish/Latin American community.

It should also be noted that there is limited storage space for equipment, specifically, the current cleaning department stock room, the machine room (across from stock room) and the storage area located on the concourse next to the press elevator. No office space is currently available to the contractor, special arrangements or temporary trailers may be required.

IZOD CENTER

EVENT CLEANING REQUIREMENTS

PRIOR TO PUBLIC ENTRANCE

CONCOURSE ATTENDANTS

1. Check for and pick up trash at the following locations.
 - A. Entry doors (arena)
 - B. Ramps at Arena
 - C. Concourse floor
2. See that all trash receptacles are in their proper location, contain a plastic liner and if provided, has a top.
3. Notify your supervisor of any unusual condition which you can not personally correct (light out, leak in plumbing, etc.)
4. Pick up any debris which collects at the top of the escalators and stairways.

RESTROOM ATTENDANTS

1. Clean urinals, bowls, napkin disposal boxes, mirrors and counters.
2. When needed, mop floors and utilizing *WET FLOOR SIGNS*.
3. Clean drinking fountains and the walls outside the restroom.
4. Remove, as required, any dirt, graffiti, or spots, from restroom walls, doors and partitions.
5. See that all towel, tissue and soap dispensers are filled and in working order.
6. Notify your floor supervisor of any unusual condition which you can not personally correct (light out, plumbing leak, etc.)

AFTER THE PUBLIC ENTERS AND THROUGHOUT THE EVENT

CONCOURSE ATTENDANTS

1. Keep concourse swept and clear of debris.
2. Mop up spillage to prevent hazardous conditions, utilizing *WET FLOOR SIGNS*.
3. Keep steps and wheelchair accessible areas swept and clear of debris.
4. Collect garbage and reline trash receptacles in an orderly and timely manner.
5. Respond in a timely and courteous manner to emergency requests from Security and/or an Admission Attendants.

RESTROOM ATTENDANTS

1. Keep restroom floors clean and clear of debris.
2. Mop up spillage's as they occur, utilizing *WET FLOOR SIGNS*.
3. Keep slop sinks/water closets locked during the event.
4. Help in keeping the concourse area in front of the restroom clean and tidy.
5. Respond in a timely and courteous manner to emergency requests from Security and/or an Admissions Attendants.

IZOD CENTER

POST EVENT CLEANING REQUIREMENTS

Contingent upon the particular event and attendance. See listing for projected events.

1. Pick, sweep and mop the concrete in the seating areas.
2. Clean all seats that should require cleaning.
3. Sweep and mop all steps and aisles in and leading to the patron/seating areas.
4. Machine scrub the concourse, box office lobby, arena lobby and all public entry foyers.
5. Clean all paper and debris from the perimeter, perimeter road, and entry areas of the building.
6. Provide cleaners needed to work with the changeover crews (11PM-7AM shift).
7. Provide cleaners as needed by the operations department for construction clean up, special projects, and emergency needs.
8. All other post event cleaning requirements listed in the Arena description list.
9. Clean related glass in all areas.

It must be kept in mind that most events are back to back, so the building must be prepared daily, and on many occasions, seven days a week. Many times throughout the year there are evening events followed by early morning events, the following day. This requires changing the dayshift to an overnight shift (11PM-7AM). Most of the family shows, (i.e. circus, *Disney on Ice*, *Sesame Street*, etc.) have two and three performances daily with a clean up period of from thirty to sixty minutes. This also includes the clean up of the suites, between the shows. Additionally, on weekends throughout the busy season, (with hockey and basketball in season) there are doubleheaders scheduled (basketball in the afternoon and hockey in the evening or vice versa). In these cases we have anywhere from a two to four hour clean up period. This department sometimes works around the clock, twenty four hours a day, seven days a week.

IZOD CENTER

STANDARD CLEANING PROCEDURES

FLOOR CARE

Carpeted Areas -

1. Vacuum daily.
2. Remove stains and gum daily.
3. Clean all traffic areas on a weekly basis using approved methods.
4. Extract entire carpet on a yearly basis.

Vinyl Tiled Areas -

1. Sweep and damp mop daily.
2. Remove gum, scratches, rubber marks, etc. daily.
3. Burnish weekly.
4. Recoat regularly, according to approved maintenance program.
5. Touch up buffing on demand.
6. Machine scrub as needed.
7. Strip and refinish once a year.

Ceramic Tiled Areas -

1. Sweep and mop with disinfectant daily.
2. Pressure wash once a year.

Rubberized Tiled Areas -

1. Sweep and damp mop with clear cold water daily.
2. Clean and polish with rotary machine and soft bristled brush twice a week.
3. Recoat with approved finish as needed.
4. Strip and refinish coated floors once a year.

Terrazzo; Arena Concourse and Arena Lobby -

1. Sweep after each event.
2. Remove all gum, stains and marks after each event.
3. Clean with automatic scrubber using a neutral cleaner after each event.
4. Strip and refinish with wax 1-2 times a year (depending upon usage).

Terrazzo; Arena Box Office Lobby -

1. Sweep daily.
2. Remove all gum, stains and marks on a daily basis.
3. Clean with automatic scrubber using a neutral cleaner, daily.
4. Strip and refinish with wax 1-2 times a year (depending upon usage).

Concrete, Painted Floors -

1. Mop with mild detergent as scheduled.
2. Machine scrub with neutral cleaner, as needed or requested.

IZOD CENTER**STANDARD CLEANING PROCEDURES****CARE OF RESTROOMS AND SHOWERS**

1. Use of *WET FLOOR SIGNS*.
2. Clean all mirrors with glass cleaner.
3. Clean all sinks with disinfectant.
4. Clean all urinals and toilets with disinfectant, utilizing a johnny mop.
5. Clean all shower stalls and fixtures with disinfectant.
6. Wipe down all walls and partitions with disinfectant.
7. Clean all stainless steel utilizing stainless steel polish.
8. Remove all stains and rust marks from stainless steel, bowls, and fixtures utilizing an approved cleaner.
9. Remove all graffiti from walls and stalls with an approved graffiti remover.
10. See that all paper dispensers are loaded and working properly.
11. See that soap dispensers are loaded and working properly.
12. Keep janitorial closets clean and neat.
13. Mop floors with disinfectant.
14. Report to the supervisor or leadperson anything out of the ordinary, i.e. plumbing problem, electrical problem or defective equipment.
15. Store *WET FLOOR SIGNS* in water closet.

CARE OF OFFICE AREAS

1. Vacuum all carpets including underneath and around all furniture, daily.
2. Remove any gum or stains from carpet.
3. Maintain carpet according to Standard Procedures for Carpet Care.
4. Keep vacuum clean and emptied, reporting equipment problems to the Stock Clerk as they happen.
5. Dust and polish all furniture and fixtures daily:
 - A. Remove all objects from desks, before cleaning.
 - B. Clean and replace all objects on desk, as found.
 - C. Wipe down sides as well as tops of desks.
 - D. Carefully wipe off telephones, computers, calculators, etc.
 - E. Use polish only on wooden desks and furniture.
6. Empty all trash receptacles, daily:
 - A. Wipe inside and out of receptacle with disinfectant.
 - B. Immediately, place bag into trash container, not setting it on the floor or dragging it to the container preventing leaking bags from staining the floor.
 - C. Tie all trash liners, to lessen leakage into trash container.
 - D. Place new liner in receptacle.
7. Clean restrooms and/or shower areas according to Standard Procedures for Cleaning Restroom/Showers.
8. Maintain vinyl tiled area according to Standard Procedures for Vinyl Tile Care.
9. Inspect and remove any stains from walls using a mild detergent.
10. See that all doors that were previously locked, are left locked.

CARE OF ELEVATORS AND ESCALATORS

1. Clean all stainless steel with approved product.
2. Wipe down all other surfaces with approved cleaner.
3. Clean all dirt and cigarette butts from elevator and escalators tracks.
4. Clean and buff elevator floors according to Floor Care Procedures.
5. Buff and polish escalator pads at the top and bottom of each escalator.

IZOD CENTER**PRE-SEASON CLEANING**

Note that the Arena is never totally DARK for long periods of time so much of the pre-season cleaning is actually completed during the slower months. Pre-season cleaning, therefore, is interrupted at times due to events held.

1. Thoroughly clean all patron seats.
2. Pressure wash:
 - A. Concrete in patron seating area.
 - B. All steps and aisles.
 - C. All concourse walls.
 - D. All general public entry doors and door ways.
 - E. Public restrooms.
 - F. Backstage area.
 - G. Truck bays and tunnel.
 - H. Hockey dasher boards.
 - I. Underneath aluminum bulkheads.

We require that two water vacs and operators work along with each pressure washer and operator to prevent any leaks or seepage through the cracks, seams etc. of the building. This is done to prevent water damage to the ceilings and areas directly below and/or in the vicinity of the area being pressure washed. Do not rely solely on the drains in the area so additionally any puddles created by the pressure washing must be continuously vacuumed to prevent seepage.

3. Clean metal ceiling on the concourse level.
4. Clean low ceilings on concourse, box office lobby, arena lobby and in all entry foyers (3-4 times a year).
5. Clean air vents on concourse (3-4 times a year).
6. Strip and refinish terrazzo floors on the concourse, foyers, arena lobby and box office lobby.
7. Strip and refinish vinyl floor areas throughout the building (continually, on an as needed basis).
8. Clean and extract carpeted areas throughout the building (continually, on an as needed basis).
9. Clean and disinfect all lockerroom showers and all restroom areas throughout the building.
10. Provide cleaners to clean up construction dirt for any on going construction work.

Refer to the IZOD CENTER area descriptions for more specific details.

Exhibit I

IZOD CENTER CLEANING AND MAINTENANCE MACHINES

The operators of all machinery, such as, but not limited to, automatic scrubbers, floor buffers and polishers, pressures washers, carpet extractors, etc., must be properly trained and supervised in the operation of such machines.

In the Arena, the operation of gasoline or propane machines is prohibited. All machines must be electrically or kerosene powered.

All specialty cleaning such as, but not limited to, carpet cleaning, stripping and refinishing of floors, including the maintenance of these areas, pressure washing, etc., must be performed by properly trained and supervised personnel, utilizing current approved methods.

Arena Powered Appliance/Machinery Inventory

Walk Behind Floor Scrubbers

3 Functional (2 New Taski Scrubbers Model Swingo 1650 – 1 NSS Wrangler 3330)

Single Disc Scrubber / Bonnet Shampoo Scrubber

2 Functional (1- 14" Pad & 1-17" Pad)

Wet/Dry Vacs

5 Functional

Carpet Extractors

1 Functional

Push-Walk Behind Chipper/Shredder/Vacuum

1 Functional (New Troy-Bilt)

Handheld Blowers

2 Functional

Electric Pressure Washers

1 Functional (Karcher Shark STP-201507D)

High Speed Floor Burnishers

2 Functional small area machines (Mercury 1500)

Exhibit II

RECOMMENDED CLEANING SUPPLIES

The cost for cleaning supplies will be awarded on a not to exceed basis of \$81,748. Cleaning supplies will be billed on an actual basis every two weeks. The approval of the Vice President of Operations for the Izod Center must be obtained when the supplies are delivered.

A listing of the supplies used in 2011 with the cost is contained on Exhibit III

Bidders are reminded that they are to provide the same "branded" supplies they are currently in use

1. 47" Plastic Bags
2. 36" Plastic Bags
3. Hand Soap (Sani-Fresh)
4. Scott JRT rolls or compatible
5. Individual Toilet Tissue Sheets (Upper Level)
6. Scott Towels or compatible
7. C-Fold Paper Towels
8. Kleenex Tissue
9. Modes Feminine Napkins
10. 17" Floor Pads Red,Black, Blue
11. 17" Bonnet for Carpet Cleaning
12. Laundry Detergent 25 lb Boxes
13. Ajax Cleaner
14. Dry Absorbent Deodorizer
15. Carpet Stain Remover
16. Floor finish suitable for burnishing
17. Spearmint Deodorizer & Disinfectant
18. WiWax
19. N-B 2000 Cleaner
20. More or Less
21. Ammonia
22. Noxon Chrome & Brass Polish
23. Stainless Steel Polish
24. Furniture Polish
25. Bug Spray
26. Vandel Mark Remover
27. Gum Remover
28. Trouble Shooter Wax Remover
29. Degreaser
30. Mops Head 16oz & 20 oz.
31. Rags Terry Cloth
32. Steel Wool
33. Rubber Gloves
34. Cotton Gloves
35. Sponges with Scrub Pad
36. Spray Bottles & Tops
37. Bowl Mops
38. Dust Masks
39. Eye Goggles

40. Ear Protectors
41. Rain Gear
42. Rubber Boots
43. Ice Pick Points
44. Scraper, hand
45. Dust Pans
46. Toy Brooms
47. Push Brooms 24" & 36"
48. Broom Handles with Tips
49. Broom Handles Wedge End
50. Flare Brooms
51. Kitchen Brushes
52. Gong Brushes 8" & 20"
53. Extension Poles 18' & 27'
54. Covers for T-Bars
55. Hand pail 10qt.
56. Feather Duster 24" & 18"
57. Extension Cords 50'
58. Mop Handles
59. Mop Buckets 26qt & 35qt
60. Mop Bucket Wringers
61. Squeegees 18" & 24"
62. Wet Floor Signs
63. Broom Braces
65. Time Cards

Note:

- (A) No drums shall be permitted.
- (B) A proportional control system should be used to dispense cleaning material except for floor finish.

EXHIBIT III

Bidders are reminded that they are to provide the same "branded" supplies as contained on this list

IZOD CENTER CLEANING SUPPLIES

Item	Unit	Quantity	Unit Cost	Total Cost
Ultra Cleaner and Conditioner	5 Gal	2	\$ 144.78	\$289.56
Rubbermaid Slim Jim Waster Basket	EA	4	\$ 52.78	\$211.12
	EA	12	\$ 52.78	\$633.36
American 50' Steel Wire Hose	EA	2	\$ 158.75	\$317.50
	EA	1	\$ 158.75	\$158.75
3/8 FQC Socket	EA	2	\$ 8.26	\$16.52
3/8 FQC Plug	EA	2	\$ 4.45	\$8.90
Tork White Roll Hand Towel	6 cse	35	\$ 27.87	\$975.45
	6 cse	20	\$ 27.87	\$557.40
	6 cse	30	\$ 27.87	\$836.10
STP-GOJO pink hand soap	3/cse 1.25 liter	6	\$ 43.08	\$258.48
	3/cse 1.25 liter	25	\$ 43.08	\$1,077.00
	3/cse 1.25 liter	30	\$ 43.08	\$1,292.40
	3/cse 1.25 liter	10	\$ 43.08	\$430.80
	3/cse 1.25 liter	10	\$ 43.08	\$430.80
	3/cse 1.25 liter	10	\$ 43.08	\$430.80
	3/cse 1.25 liter	10	\$ 43.08	\$430.80
	3/cse 1.25 liter	20	\$ 43.08	\$861.60
BG- 23X17X45 Black Bag	100 cse	75	\$ 19.80	\$1,485.00
	100cse	25	\$ 19.80	\$495.00
	100cse	50	\$ 19.80	\$990.00
	100cse	25	\$ 19.80	\$495.00
	100cse	45	\$ 19.80	\$891.00
	100cse	85	\$ 19.80	\$1,683.00
	100cse	50	\$ 19.80	\$990.00
	100cse	100	\$ 19.80	\$1,980.00
	100cse	25	\$ 19.80	\$495.00
	100cse	25	\$ 19.80	\$495.00
	100cse	70	\$ 19.80	\$1,386.00
	100cse	25	\$ 19.80	\$495.00
STP- Disposable Powder Free Gloves LG	1000cse	4	\$ 44.60	\$178.40
	1000cse	6	\$ 44.60	\$267.60
	1000cse	6	\$ 44.60	\$267.60
	1000/cs	4	\$ 44.60	\$178.40
	1000cse	6	\$ 44.60	\$267.60
	1000 cse	6	\$ 44.60	\$267.60
STP-Vacuum Belts	24 per pk	2	\$ 20.26	\$40.52
STP-Bleach Cleaner	1/cs	10	\$ 16.89	\$168.90
	1/cs	6	\$ 16.89	\$101.34
	1/cs	10	\$ 16.89	\$168.90
	1/cs	6	\$ 16.89	\$101.34
	1/cs	6	\$ 16.89	\$101.34
	1/cs	4	\$ 16.89	\$67.56
	1/cs	6	\$ 16.89	\$101.34
APT- Virex 256 Neutral Disinfectant	2cs 2.5L	6	\$ 45.96	\$275.76
	2cs 2.5L	3	\$ 45.96	\$137.88
APT- Freedom Stripper	2cs	8	\$ 59.51	\$476.08
	2/cs	25	\$ 59.51	\$1,487.75
	2/cs	6	\$ 59.51	\$357.06

Stone Medic Turbo Diamond Pad Blue 400 Grit	EA	4	\$ 111.76	\$447.04
Taski 26" Auto Scrubber	EA	1	\$ 7,489.44	\$7,489.44
STP-Enmotion GP Roll Towels	6/cse	4	\$ 55.63	\$222.52
	6/cs	6	\$ 55.63	\$333.78
	6/cse	4	\$ 55.63	\$222.52
STP- Joy Liquid Soap	8/cse	4	\$ 46.31	\$185.24
	8/cse	4	\$ 46.31	\$185.24
	8/cse	2	\$ 46.31	\$92.62
	8/cse	2	\$ 46.31	\$92.62
	8/cse	2	\$ 46.31	\$92.62
	8/cse	2	\$ 46.31	\$92.62
	8/cse	2	\$ 46.31	\$92.62
STP- 3M Niagra 14" Black Floor Pads	5/cse	10	\$ 10.80	\$108.00
	5/cse	6	\$ 10.80	\$64.80
	5/cse	6	\$ 10.80	\$64.80
STP- 3M Niagra 14" White Floor Pads	5/cse	10	\$ 10.80	\$108.00
	5/cse	6	\$ 10.80	\$64.80
	5/cse	6	\$ 10.80	\$64.80
STP- Scrub Sponge	12/cs	2	\$ 16.44	\$32.88
	12/cs	1	\$ 16.44	\$16.44
STP- Stainless Steel Polish	12 oz spray cans 12/cse	2	\$ 30.03	\$60.06
STP- Lysol Disinfectant	1/cs	4	\$ 121.92	\$487.68
	1/cs	2	\$ 121.92	\$243.84
APT- Goodsense Odor	2 cse	6	\$ 107.84	\$647.04
	2/1.50 Liter	6	\$ 107.84	\$647.04
APT- Crew Bathroom Clnr & Scale Remover	2/cs	2	\$ 51.64	\$103.28
	2/cs	3	\$ 51.64	\$154.92
	2/cs	4	\$ 51.64	\$206.56
	1/cs	2	\$ 40.33	\$80.66
GOJO Purell Foaming Hand Sanitizer	3/cse	6	\$ 73.66	\$441.96
	3/cse	6	\$ 73.66	\$441.96
Purell Instant Hand Sanitizer	8/cse	6	\$ 96.77	\$580.62
	8/cse	6	\$ 96.77	\$580.62
APT- Stride Citrus Neutral Cleaner- RTD	2 cse	6	\$ 50.40	\$302.40
	1/cs	6	\$ 50.01	\$300.06
	1/cs	2	\$ 50.01	\$100.02
	1/cs	6	\$ 50.01	\$300.06
Percolator Carpet Spot Remover	12/cse	4	\$ 127.42	\$509.68
		4	\$ 100.33	\$401.32
White Seat Covers	24/125 cse	6	\$ 60.38	\$362.28
Tork White Roll Hand Towel	6/cs	35	\$ 27.87	\$975.45
	6/cs	20	\$ 27.87	\$557.40
	6/cs	25	\$ 27.87	\$696.75
	6/cs	10	\$ 27.87	\$278.70
	6/cs	20	\$ 27.87	\$557.40
	6/cs	35	\$ 27.87	\$975.45
	6/cs	20	\$ 27.87	\$557.40
	6/cs	15	\$ 27.87	\$418.05
	6/cs	30	\$ 27.87	\$836.10
	6/cs	25	\$ 27.87	\$696.75
	6/cs	20	\$ 27.87	\$557.40
	6/cs	30	\$ 27.87	\$836.10
KC White JRT Coreless Toilet Tissue	12/cse	20	\$ 41.04	\$820.80
	12/cse	25	\$ 41.04	\$1,026.00
	12/cse	20	\$ 41.04	\$820.80
	12/cse	20	\$ 41.04	\$820.80
	12/cse	15	\$ 41.04	\$615.60
	12/cse	30	\$ 41.04	\$1,231.20

	12/cse	15	\$	41.04	\$615.60
	12/cse	30	\$	41.04	\$1,231.20
	12/cse	15	\$	41.04	\$615.60
	12/cse	15	\$	41.04	\$615.60
	12/cse	30	\$	41.04	\$1,231.20
STP-Dial Liquid Goal Anti-Micro Hand Soap	12/cse	1	\$	31.68	\$31.68
All Purpose Absorbant	40/lb	6	\$	10.78	\$64.68
	40/lb	6	\$	10.78	\$64.68
3M Niagra 14" Red Floor Pads	5/cse	6	\$	10.80	\$64.80
STP Brown Jersey Work Gloves-Large	12/DZ	3	\$	6.60	\$19.80
	12/DZ	3	\$	6.60	\$19.80
STP Disposable Dust Mask	12/CSE	2	\$	5.71	\$11.42
APT Alpha HP Multi Surface 2/1	50 Liter	6	\$	52.32	\$313.92
Soil Release/Bonnet Buff	2/1.50	4	\$	67.25	\$269.00
	2/1.50	3	\$	67.25	\$201.75
H202 Degreaser	4/1 Gallon	6	\$	100.33	\$601.98
	4/1 Gallon	6	\$	100.33	\$601.98
	4/1 Gallon	6	\$	100.33	\$601.98
	4/1 Gallon	4	\$	100.33	\$401.32
Purell Instant Hand Sanitizer		6	\$	96.77	\$580.62
Koala Bed Liners	500/cs	2	\$	64.94	\$129.88
	500/cs	2	\$	64.94	\$129.88
Snapback Spray Buff Solution	41 Gallon	6	\$	60.96	\$365.76
Viper 18 Gal Wet/Dry Vac w Front Mount S and T	18 Gallon	1	\$	577.85	\$577.85
HEPA Filters	4/cse	12	\$	12.28	\$147.36
Continental Mop Stick w Holder	EA	12	\$	15.49	\$185.88
	EA	36	\$	15.49	\$557.64
NSS Roller Chain	EA	3	\$	50.67	\$152.01
NSS Roller Pad Holder	EA	3	\$	279.40	\$838.20
Whitejrt Coreless Toilet Tissue	12/cse	10	\$	41.04	\$410.40
STP Sanitary Wax Bags	250/ea	2	\$	32.63	\$65.26
	250/ea	3	\$	32.63	\$97.89
STP Swell Blue Laundry Detergent	1/ea	6	\$	66.04	\$396.24
	1/ea	6	\$	66.04	\$396.24
	1/ea	4	\$	66.04	\$264.16
	1/ea	5	\$	66.04	\$330.20
Tork Brown Hand Towel	6/cs	5	\$	27.94	\$139.70
	6/cs	5	\$	27.94	\$139.70
STP Envision 2 Ply Toilet Tissue	80/cs	6	\$	41.72	\$250.32
3/8 FQC Socket	1/ea	1	\$	8.25	\$8.25
3/8 FQC Plug	1/ea	1	\$	4.44	\$4.44
Distilled Water	6/cs	6	\$	8.63	\$57.78
WI Wax	5/gl	1	\$	101.99	\$101.99
STP Facial Tissues Kleenex	48/cs	6	\$	52.74	\$316.44
STP 3M Niagra 17" Black Floor Pads	5/cs	6	\$	14.61	\$87.66
	5/cse	10	\$	14.61	\$146.10
STP 3M Niagra 17" White Floor Pads	5/cs	6	\$	14.60	\$87.60
STP Carpet Bonnet Pads 19"	5/cs	3	\$	110.59	\$331.77
STP Virgin White Terry Towels	50/lb	2	\$	85.72	\$171.44
STP Ajax Oxygen Bleach Powder Cleaner	12/CSE	6	\$	26.52	\$159.20
	12/CSE	4	\$	26.52	\$106.08
	12/CSE	4	\$	26.52	\$106.08
STP Plastic Toy Broom	1/ea	48	\$	4.24	\$203.52
STP Gum Off	12/cs	6	\$	30.48	\$182.88
STP Pink Lotion Hand Soap	4/cs	3	\$	18.90	\$56.70
STP Rubbermaid Flag Broom Poly Fill	1/ea	48	\$	18.80	\$902.40
STP Hoover Type A Vacuum Bags	1/ea	12	\$	3.55	\$42.60
Gojo Purell Foam Soap Skin Sanitizer	1/cs	6	\$	124.19	\$745.14

Aqua Sport Wood Floor Cleaner	4/gl	3	\$	39.68	\$119.04
Stone Medix Diamond Turbo Pads 800	1/ea	12	\$	123.82	\$1,485.84
APT Crew Sower, Tub, and Tile Cleaner	1/cs	2	\$	58.78	\$117.56
STP 3M Niaga 14" Aqua Floor Pads	5/cs	6	\$	10.80	\$64.80
25 QT Bucket	1/ea	1	\$	53.21	\$53.21
Liquid Gold Anti Micro Pump Soap	12/ea	1	\$	31.42	\$31.42
STP Enmotion GP Roll Towels	6/cs	3	\$	55.63	\$166.89
SCA White C Fold Towels	16/cs	10	\$	20.10	\$201.00
	16/cs	12	\$	20.10	\$241.20
	16/cs	10	\$	20.10	\$201.00
	16/cs	10	\$	20.10	\$201.00
SPC Vandal Remover	12/cs	4	\$	49.14	\$196.56
STP Lysol Disinfectant	1/cs	4	\$	121.92	\$487.68
	1/cs	3	\$	121.92	\$365.76
STP Deck Brush	1/ea	10	\$	4.69	\$46.90
STP Jackaroo 19" Natural Hair Pads	5/cs	6	\$	22.21	\$133.26
16x16 Micro Fiber Blue Cloth	1/ea	1	\$	29.41	\$29.41
STP Georgia Pacific Jumbo 1 Ply TT	8/cs	30	\$	22.20	\$666.00
BG-33 Gal Clear Recycle Bag	100/CS	30	\$	16.80	\$504.00
APT Crew Tile and Grout Rejuvenator	12/cs	4	\$	28.93	\$115.72
APT Virex 256 Neutral Disinfectant	2/cs	3	\$	45.96	\$137.88
Spitfire NB Heavy Duty Cleaner	2/cs	3	\$	67.45	\$202.35
Premia Floor Finish	5/gl	25	\$	65.63	\$1,640.75
Crew Toilet Bowl Cleaner	12/cs	4	\$	41.56	\$166.24
All Purpose Oil Absorbant	40/lb	6	\$	10.18	\$61.08
3M Niaga 17" Red Floor Pads	5/cse	10	\$	14.60	\$146.00

YTD Total **\$81,747.72**


January 2011

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
						1 Marketplace 8:00am - 3:00pm <i>New Years Day!</i>
2 N.M.S. Jets vs. Buffalo 1:00pm	3	4	5 A: College Basketball Fordham vs. Temple 7:00pm	6	7	8 Marketplace T.B.D. N.M.S. NFL Playoffs (T) <i>Racing 7:00pm</i>
9	10	11	12	13	14	15 Marketplace T.B.D. N.M.S. NFL Playoffs (T) <i>Racing 7:00pm</i>
16	17 <i>Martin Luther King Jr. Day</i>	18	19 A: Fordham vs. Saint Louis University 7:30pm	20	21	22 Marketplace 8:00am - 3:00pm A: Indoor Soccer (T) <i>Racing 7:00pm</i>
23	24	25	26	27 A: Disney on Ice "Princess Wishes" 7:30pm <i>Racing 7:00pm</i>	28 A: Disney on Ice 10:30am & 7:30pm <i>Racing 7:00pm</i>	29 Marketplace 8:00am - 3:00pm A: Disney 10:30am, 3:00pm & 7:30pm <i>Racing 7:00pm</i>
30 A: Disney 10:30am & 3:00pm	31					

**Meadowlands Sports Complex
New Meadowlands Stadium
All Events & Facilities**

* Time Subject to Change due to N.F.L. Flex Scheduling

February 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
				Racing 7:00pm	A: Monster Jam (Monster Trucks) 7:30pm Racing 7:00pm	Marketplace 8:00am - 3:00pm A: Monster Jam 2:00pm & 7:30pm Racing 7:00pm
6	7	8	9	10	11	12
				Racing 7:00pm	Racing 7:00pm	Marketplace 8:00am - 3:00pm A: Strikeforce 7:30pm (Mixed Martial Arts) Racing 7:00pm
13	14	15	16	17	18	19
A: Fordham vs. St. Joseph's 4:00pm	Valentine's Day!			Racing 7:00pm	 Racing 7:00pm	Marketplace 8:00am - 3:00pm A: Globetrotters 1:00pm Racing 7:00pm
20	21	22	23	24	25	26
	President's Day! A: Globetrotters 1:00pm			Racing 7:00pm	Racing 7:00pm	Marketplace 8:00am - 3:00pm A: Fordham vs. Univ. Rhode Island 2:00pm Racing 7:00pm
27	28					

Meadowlands Sports Complex
New Meadowlands Stadium
All Events & Facilities

March

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5 Marketplace 8:00am - 4:00pm A: Circus 10:30am & 3:00pm & 7:30pm <i>Racing 7:00pm</i>
6 A: Circus 10:30am & 3:00pm	7	8	9 A: Circus 7:30pm	10 A: Circus 7:30pm <i>Racing 7:00pm</i>	11 A: Circus 7:30pm <i>Racing 7:00pm</i>	12 Marketplace 8:00am - 4:00pm A: Circus 10:30am & 3:00pm & 7:30pm <i>Racing 7:00pm</i>
13 A: Circus 10:30am & 3:00pm	14	15	16	17 A: Pella Trade Show 3:00pm <i>Racing 7:00pm</i>	18 <i>Racing 7:00pm</i>	19 Marketplace 8:00am - 4:00pm <i>Racing 7:00pm</i>
20	21 A: NJSLA High School Basketball Championships Girls = 6:30pm Boys = 8:00pm	22	23	24 <i>Racing 7:00pm</i>	25 <i>Racing 7:00pm</i>	26 Marketplace T.B.D. N.M.S: Int. Soccer U.S.A. vs. Argentina 7:00pm <i>Racing 7:00pm</i>
27	28	29	30	31 <i>Racing 7:00pm</i>	<i>Racing 7:00pm</i>	
				<i>Racing 7:00pm</i>		

2011

April 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
3 N.M.S.: Konica Minolta Big City Classic Lacrosse 1:00pm	4	5	6 A: Academy Bus Ride & Drive Lot 28 6am - 4pm	7	8 A: Acquire the Fire 7:30pm - 10:30pm	9 Marketplace 8:00am - 4:00pm A: Acquire the Fire 9:30am - 10:30pm
10	11	12	13 A: Academy Bus Ride & Drive Lot 28 6am - 4pm	14	15	16 Marketplace 8:00am - 4:00pm
17	18	19 <i>Passover</i>	20 A: Academy Bus Ride & Drive Lot 28 6am - 4pm	21	22	23 Marketplace 8:00am - 4:00pm
24 <i>Easter</i>	25	26	27 A: Academy Bus Ride & Drive Lot 28 6am - 4pm	28 N.M.S.: NFL Draft Day	29 A: Berkeley College Graduation 9:00am N.M.S.: Bamboozle Festival 6:00pm	30 Marketplace CLOSED N.M.S.: Bamboozle Festival 2:00pm

**Meadowlands Sports Complex
New Meadowlands Stadium
All Events & Facilities**

May 2011

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
1 N.M.S. Bamboozle Festival 12:00pm _____	2	3	4 A: Academy Bus Ride & Drive Lot 28 6am - 4pm	5 A: Rammstein Concert 8:00pm	6	7 Marketplace 8:00am - 4:00pm Racing 7:00pm
8 Racing 1:10pm	9	10	11 A: NJ City Graduation 9:30am	12 _____ Racing 7:00pm	13 Racing 7:00pm	14 Marketplace 8:00am - 4:00pm Racing 7:00pm
15	16 A: Seton Hall Univ. Graduation 10:00am _____	17 A: Fairleigh Dickinson University Graduation 10:00am _____	18 A: William Paterson University Graduation 10:00am _____	19 A: Bergen Community College Graduation 9:00am _____ Racing 7:00pm	20 A: Montclair State University Graduation 10:00am _____ Racing 7:00pm	21 Marketplace 8:00am - 4:00pm Racing 7:00pm
22	23	24	25 A: U.M.D.N.J. Graduation 10:00am _____	26 A: Yeshiva Graduation 10:00am _____ Racing 7:00pm	27 Racing 7:00pm	28 Marketplace 8:00am - 4:00pm Racing 7:00pm
29	30 Memorial Day!	31				



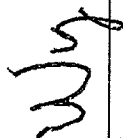
Meadowlands Sports Complex
New Meadowlands Stadium
All Events & Facilities

June 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4 Marketplace 8:00am - 4:00pm A: Camilo Sesto Concert 8:00pm
5 N.M.S.: Hot 97 Concert 6:30pm <u>S</u>	6 A: Paramus High School Graduation 6:00pm	7	8	9	10 A: Ross Graduation 10:00am	11 Marketplace 8:00am - 4:00pm A: DooWop Concert 7:00pm (outdoor activities 4:30pm)
12 A: New Kids on the Block/Backstreet Boys 7:30pm	13 A: New Kids on the Block/Backstreet Boys 7:30pm	14	15	16 A: Glee Concert 8:00pm	17 A: Glee Concert 8:00pm	18 Marketplace 8:00am - 12:00pm A: WWE "Supershow" 7:30pm <u>N.M.S.: Gold Cup Soccer 5:00pm & 8:00pm</u>
19	20	21	22	23	24 A: Sade Concert 7:30pm State Fair Meadowslands 6:00pm - 2:00am	25 Marketplace 8:00am - 4:00pm State Fair Meadowslands 2:00pm - 2:00am
26 State Fair Meadowslands 2:00pm - 12:00am	27 State Fair Meadowslands 6:00pm - 12:00am	28 State Fair Meadowslands 6:00pm - 12:00am	29 State Fair Meadowslands 6:00pm - 12:00am	30 State Fair Meadowslands 6:00pm - 12:00am		

Meadowlands Sports Complex
New Meadowlands Stadium
All Events & Facilities

July 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
3 State Fair Meadowslands 2:00pm - 2:00am	4 State Fair Meadowslands 2:00pm - 2:00am <i>Independence Day!</i>	5 State Fair Meadowslands 6:00pm - 12:00am	6 A: Academy Bus Ride & Drive Lot 28 6am - 4pm State Fair Meadowslands 6:00pm - 12:00am	7 State Fair Meadowslands 6:00pm - 12:00am <i>Racing 7:00pm</i>	8 State Fair Meadowslands 6:00pm - 2:00am <i>Racing 7:00pm</i>	9 Marketplace 8:00am - 4:00pm State Fair Meadowslands 2:00pm - 2:00am <i>Racing 7:00pm</i>
10 State Fair Meadowslands 2:00pm - 12:00am	11 	12 	13 A: Academy Bus Ride & Drive Lot 28 6am - 4pm	14 <i>Racing 7:00pm</i>	15 <i>Racing 7:00pm</i>	16 Marketplace 8:00am - 4:00pm <i>Racing 7:00pm</i>
17 A: Wiggles "Big Birthday Tour" 12:00pm & 4:00pm 	18	19	20 A: Academy Bus Ride & Drive Lot 28 6am - 4pm N.M.S: U2 Concert 7:00pm	21 A: Rhianna Concert 7:30pm <i>Racing 7:00pm</i>	22 <i>Racing 7:00pm</i>	23 Marketplace 8:00am - 4:00pm <i>Racing 7:00pm</i>
24	25	26	27 A: Academy Bus Ride & Drive Lot 28 6am - 4pm	28 <i>Racing 7:00pm</i>	29 <i>Racing 7:00pm</i>	30 Marketplace 8:00am - 4:00pm <i>Racing 7:00pm</i>
31						

**Meadowlands Sports Complex
New Meadowlands Stadium
All Events & Facilities**

August 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
			A: Academy Bus Ride & Drive Lot 28 6am - 4pm	Racing 7:00pm	A: Britney Spears 7:00pm Racing 7:00pm	Marketplace 8:00am - 4:00pm Racing 11:30am "Hambletonian Day"
7	8	9	10	11	12	13
N.M.S: Drum & Bugle International Tour Champions Grand Finale 7:30pm			A: Academy Bus Ride & Drive Lot 28 6am - 4pm		Racing 7:00pm	Marketplace CLOSED N.M.S: Kenny Chesney Concert 4:30pm Racing 7:00pm
14	15	16	17	18	19	20
			A: Academy Bus Ride & Drive Lot 28 6am - 4pm		Racing 7:00pm	Marketplace 8:00am - 4:00pm Racing 7:00pm
21	22	23	24	25	26	27
N.M.S: Jets vs. Cincinnati (pre-season) 7:00pm	N.M.S: Giants vs. Chicago (pre-season) 8:00pm		A: Academy Bus Ride & Drive Lot 28 6am - 4pm			Marketplace CLOSED N.M.S: Giants vs. Jets (pre-season) 7:00pm (Giants home game)
28	29	30	31			
			A: Academy Bus Ride & Drive Lot 28 6am - 4pm			

Meadowlands Sports Complex
New Meadowlands Stadium
All Events & Facilities

September 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1 N.M.S. Jets vs. Philadelphia (pre-season) 7:30pm	2	3 Marketplace 8:00am - 4:00pm
4	5 <i>Labor Day!</i>	6	7 A: Academy Bus Ride & Drive Lot 28 6am - 4pm	8	9 A: Marc Anthony 8:00pm <i>Concert</i>	10 Marketplace 8:00am - 4:00pm
11 N.M.S. Jets vs. Dallas 8:20pm	12	13	14 A: Academy Bus Ride & Drive Lot 28 6am - 4pm	15	16	17 Marketplace 8:00am - 4:00pm
18 N.M.S. Jets vs. Jacksonville 1:00pm	19 N.M.S. Giants vs. St. Louis 8:30pm	20 A: American Idol Registration 6:00am to → (Registration is continuous around the clock)	21 A: Academy Bus Ride & Drive Lot 28 6am - 4pm A: American Idol Registration Continues	22 A: American Idol Registration ends 8am Auditions begin 10:00am to completion	23	24 Marketplace CLOSED N.M.S. Urban League Classic 3:30pm
25	26 A: Foo Fighters 7:00pm	27	28 A: Academy Bus Ride & Drive Lot 28 6am - 4pm <i>Rosh Hashanah!</i>	29	30 A: Sesame Street 10:30am	

Meadowlands Sports Complex
New Meadowlands Stadium
All Events & Facilities

October 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1 Marketplace 8:00am - 4:00pm A: Sesame Street 10:30am, 2pm & 5:30pm
2 A: Sesame Street 1:00pm & 4:30pm	3	4	5 A: Academy Bus Ride & Drive Lot 28 6am - 4pm	6	7 <i>Yom Kippur!</i>	8 Marketplace 8:00am - 4:00pm
9 N.M.S: Giants vs. Seattle 1:00pm	10 <i>Columbus Day!</i>	11	12 A: Academy Bus Ride & Drive Lot 28 6am - 4pm	13	14	15 Marketplace 8:00am - 4:00pm
16 N.M.S: Giants vs. Buffalo 1:00pm	17 N.M.S: Jets vs. Miami 8:30pm	18	19 A: Academy Bus Ride & Drive Lot 28 6am - 4pm	20	21	22 Marketplace 8:00am - 4:00pm
23 N.M.S: Jets vs. San Diego 1:00pm	24	25	26 A: Academy Bus Ride & Drive Lot 28 6am - 4pm	27	28	29 Marketplace 8:00am - 4:00pm A: Vincente Fernandez 8:00pm
30 N.M.S: Giants vs. Miami 1:00pm	31 <i>Halloween!</i>					

Meadowlands Sports Complex
Met Life Stadium
All Events & Facilities

Met Life Stadium = New Meadowlands Stadium

November 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2 A: Academy Bus Ride & Drive Lot 28 6am - 4pm	3	4	5 Marketplace 8:00am - 4:00pm A: Jay Z/Kanye West 7:30pm
6 A: Jay Z/Kanye West 7:30pm	7	8 <i>Election Day!</i>	9	10	11 <i>Veterans Day!</i>	12 Marketplace 8:00am - 4:00pm A: D.A.Y. Milan (Indian Event) 4:00pm
13 Met Life: Jets vs. New England 8:20pm*	14	15	16 A: Academy Bus Ride & Drive Lot 28 6am - 4pm	17 A: Guns & Roses 8:00pm	18 A: Judas Priest 6:00pm	19 Marketplace 8:00am - 4:00pm A: Legends Classic (NCAA Basketball) 6:30pm & 9:00pm
20 Met Life: Giants vs. Philadelphia 8:20pm*	21 A: Legends Classic (NCAA Basketball) 6:30pm & 9:00pm	22 A: Disney on Ice "Dare to Dream" 7:30pm	23 A: Disney on Ice 10:30am, 3:00pm & 7:30pm	24 A: Disney on Ice 11:00am <i>Thanksgiving!</i>	25 A: Disney on Ice 10:30am, 3:00pm & 7:30pm	26 Marketplace 8:00am - 4:00pm A: Disney on Ice 10:30am, 3:00pm & 7:30pm
27 Met Life: Jets vs. Buffalo 1:00pm* A: Disney on Ice 7:30pm	28	29	30 A: Academy Bus Ride & Drive Lot 28 6am - 4pm			

N.J.S.&E.A.
Met Life Stadium
All Events & Facilities

Met Life Stadium = New Meadowlands Stadium
* Flex Scheduling

December 2011

NOV 27 Sun
 NOV 28 Mon
 NOV 29 Tue
 NOV 30 Wed
 DEC 1 Thu
 DEC 2 Fri
 DEC 3 Sat

4 Met Life: Giants vs. Green Bay 4:15pm* <i>gets Buffalo 1pm</i> <i>Dragon ICE</i> <i>IZOD</i>	5	6	7 A: Academy Bus Ride & Drive Lot 28 6am - 4pm	8	9	10 Marketplace 8:00am - 4:00pm	11 Met Life: Jets vs. Kansas City 1:00pm*	12	13	14 A: Academy Bus Ride & Drive Lot 28 6am - 4pm	15	16	17 Marketplace 8:00am - 4:00pm	18 Met Life: Giants vs. Washington 1:00pm*	19	20	21 A: Academy Bus Ride & Drive Lot 28 6am - 4pm	22	23	24 Marketplace CLOSED Met Life: Jets vs. Giants 1:00pm (Jets home game)	25 Christmas!	26 Kwanzaa!	27	28	29	30 A: WWE "Smackdown Holiday Tour" 7:30pm	31 Marketplace 8:00am - 4:00pm
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N.J.S.&E.A.
 Met Life Stadium
 All Events & Facilities

Met Life Stadium = New Meadowlands Stadium
 * Flex Scheduling

APPENDIX C

QUALITY ASSURANCE CHECKLIST

QUALITY ASSURANCE OVERVIEW

Authority personnel will inspect its facilities on a daily basis according to the standards of cleanliness outlined on the following pages. It is expected that the Contractor will provide the highest standard of cleanliness throughout the Authority's facilities.

Any area not meeting a satisfactory level of cleanliness is unacceptable, and the Contractor will be required to rectify the situation immediately.

In cases of non-performance by the Contractor, the Authority reserves the right to obtain the necessary service from any available source, with the difference in price, if any, to be paid by the Contractor for failing to meet his commitments. In the event payment of such charges is not made after notification, a claim will be made on the bonding company.

LAVATORIES**1. Commodes & Seats**

GOOD	Seat and commodes very clean; show effort above and beyond acceptable; surface enamel has high luster indicating thorough rinsing.
SATISFACTORY	Seat and sidewalls clean; no evidence of scum line in bowl; area under rim edge shows no evidence of deposit; metal and exterior sides are clean; flush vents clean and free; no odor..
FAIR	Commodes and seats show some cleaning effort but only on readily accessible surfaces; seat and sidewall clean; scum line slightly evident; inside rim edge and metal not clean; some flush vents clogged; exterior sides dirty; metal dingy and dirty; some odor.
POOR	Seats and commodes very dirty with deposits, marks, scum and stains; heavy scum lines and deposits on bowl; sidewalls streaked or rust stained; deposits, dirt or rust under rim edge; surfaces are dirty; odors are present; no evidence of effort; flush vents clogged.

2. Toilet Partitions

GOOD	Partitions uniformly clean and spotless; free of all soil, spots and marks ; shiny appearance.
SATISFACTORY	Partitions generally clean; ledges dusted; all writing and drawing removed; hinges clean; back of door clean.
FAIR	Partitions spot cleaned of writing and drawing; back of door uncleanness; hinges show dirt; dusty and soiled.
POOR	Partitions dirty; soil around dispenser; writing and graffiti spread over partitions; hinges dirty and back door shows no evidence of effort; heavy, solidified dust on ledges.
any	

3. Urinals

GOOD Urinals exceptionally clean ; metal bright and shiny; surface enamel is lustrous indicating thorough rinsing.

SATISFACTORY Urinals acceptable; walls streak free; flush vents clean and free; no rust or dirt on inside lip edges; metal clean and drains odorless.

FAIR Urinals show some cleaning effort on readily accessible surfaces; inside lip edges show rust stains and dirt; flush vents open but dirty around openings; faint streaks on urinal walls; metal not clean.

POOR Urinals very dirty; flush vents clogged; walls rust stained and streaked; heavy dirt and rust deposits on inside of rim lip edges; odors from drains; metal dingy; dull and dirty.

4. Sinks

GOOD Sinks very clean; metal bright and shiny; surface enamel has high luster.

SATISFACTORY No evidence of scum line; ledges and top surfaces free from dirt; metal clean underneath and on top; undersides of bowls well cleaned.

FAIR Sinks show some cleaning effort where accessible; scum line slightly evident in bowl; metal clean on top but dirty under bowl; underside of bowls dirty; some evidence of deposits; faint odors.

POOR Sinks very dirty; drains clogged; bowl ledges show caked soap deposits; odors are present; scum line evident in bowl; metal is dull; dingy and dirty; undersides of bowl are filthy.

5. Mirrors

GOOD	Cleaned and polished; dust free; excellent reflecting characteristics; shiny and bright and mark free.
SATISFACTORY	Visibility good; surface comparatively streak free.
FAIR	Dusty; streaks apparent; only moderate reflectability; some evidence of cleaning.
POOR	Very dirty; visibility highly impaired; scratches from improper cleaning; shows no evidence of cleaning for some time; reflections spotty.

6. Dispensers and Disposals

GOOD	Emptied and re-lined if necessary. Very clean , shiny, and lustrous.
SATISFACTORY	Clean; no stains or marks. Emptied and re-line if necessary.
FAIR	Dusty; some light stains and rust; some dirt.
POOR	Dust laden, marked-up; rusty and stained; dirt encrusted. Not emptied and re-lined.

7. Walls

GOOD	Spotlessly clean; shiny and lustrous; grout is cleaned.
SATISFACTORY	Dust, dirt and mark free; no rust or fingerprints; grout is cleaned.
FAIR	Streaks and stains on walls; some dirt and handprints on highly used surfaces; grout show some soil.
POOR	Many dark rub marks; streak dirt; cobwebs; rust streaks; smudges and dirty handprints; stains; marks and dirt around and on light switches; grout is not cleaned.

8. Water receptacles

GOOD	Very clean; shiny and lustrous; properly lined.
SATISFACTORY	Clean; emptied, spotless and markless; properly lined.
FAIR	Dusty; some deposits apparent; not properly emptied; possibly odors; marks apparent; not lined.
POOR	Dusty; sticky, solidified dirt and rust deposits on insides and outsides; filled with debris; odorous.

9. Floors

GOOD clean.	Virtually dust-free; bright and shiny; no traces of dirt around sinks, commodes and urinals; splashboards are spotless; drains are clean. No puddles of water present.
SATISFACTORY	Accessible areas, corners and areas around fixtures are free from litter and heavy dust. Traffic areas are faint; splashboards are clean; drains are clean. No puddles of water present.
FAIR around visible in dirt in	Floor clean only in readily accessible areas; corners and areas around fixtures are dusty, littered or linted. Lightly caked-on dirt is visible in traffic areas; splashboards show marks and spots. Dust or debris in drains. No puddles of water present.
POOR	Floors not swept; areas are dusty, littered and linted. Heavy caked-on deposits; splashboards are dirty. Heavy in drains. Puddles of water are present.

PUBLIC AREAS**1. Stairways**

GOOD	Corners completely dust free; treads and risers free from dust and deposits; newel, baluster and spindle bases completely dust free.
SATISFACTORY	Free from litter and well swept; corners free from dirt; treads and risers only slightly filmed.
FAIR	Free from litter but not thoroughly swept; missed dirt deposits in corners; treads and risers still show caked dirt.
POOR	No evidence of effort; have not been swept; dirt and litter is heavy; treads and risers have heavily caked deposits.

2. Walls

GOOD	No dust or dirt visible. No streaks visible. No cobwebs.
SATISFACTORY	Clean, dust and dirt free; faint streaks. No cobwebs.
FAIR	Streaks apparent; light dust accumulation visible.
POOR	Paint obviously not disturbed by cleaning; many dark rub marks; streaky dirt; cobwebs.

3. Floors - Carpeted

GOOD	Luster is evident and carpet is clean and bright; reflects thorough cleaning, including corners and edges ; no spots.
SATISFACTORY	Clean, bright and no spots; all areas covered in cleaning ; no lint or dirt visible.
FAIR	Some evidence of cleaning but areas skipped; dinginess apparent; carpet is cleaned only in accessible areas.

POOR Filthy, dusty, dirty and encrusted ; dingy.

4. Floors - Non-Carpeted

GOOD Litter free; bright and shiny; no sign of traffic areas; baseboards clean.

SATISFACTORY Accessible areas as well as corners are free from lint, litter and dust; heavy traffic areas are faint; baseboards clean.

FAIR
or Floor is clean only in readily accessible areas; corners are dusty, littered or linty. Dirt is visible in traffic areas; baseboards streaked dusty.

POOR
have Floors are dusty, littered and linty. Dirt is caked on. Baseboards caked on dirt.

5. General Seating

GOOD No dust or marks.

SATISFACTORY Clean; no dust or dirt.

FAIR Marked or spotty; dirt or dust present.

POOR Marked with dirt encrustation; many marks and streaks; surfaces dull and dingy; dust visible to the eye.

6. Elevators and Escalators

GOOD
and Very clean; corners completely dust and dirt free; metal and plastic surfaces shiny and lustrous; no marks; floor surfaces clean lustrous; ceiling panels dust and mark free; floor track clean.

SATISFACTORY Clean; dust and dirt free; metal and plastic surfaces of marks, stains and fingerprints; floors free of gum, dirt and stains; ceiling dust , dirt and mark free; track floor clean.

FAIR
dusty; dirt Free from litter but not thoroughly swept; missed dirt in corners but some evidence of cleaning; some marks, stains and fingerprints still apparent; still some dirt encrusted on floor; ceilings are on track floor.

POOR Ceiling panels dusty; walls marked, dull, dirty, smudges, dirty handprints; floors stained, oily; dirt and gum encrusted; odorous; littered, dirt buildup in corners and floor track.

7. Ledges and Sills

GOOD Exceptionally clean; completely dirt free; shiny.

SATISFACTORY Dust and dirt free; corners clean.

FAIR Dusty and dirty; corners bad.

POOR Laden with dust and dirt; encrustation; corners plugged with dirt.

8. Waste baskets and other trash receptacles.

GOOD Very clean, shiny; properly lined.

SATISFACTORY Clean, emptied; lined properly.

FAIR Dusty; some deposits apparent; not properly emptied and lined; possibly faint odors.

POOR Dusty, sticky; deposits on insides and outsides; filled with debris; Odors.

9. Drinking Fountains

GOOD Very clean, lustrous surfaces; metal polished and shiny; opening clear.

SATISFACTORY Acceptable; bowl, sides and top surfaces clean; metal clean but not polished; openings clear.

FAIR Bowl and top surfaces clean; metal sides not clean; clogged openings.

POOR opening Chewing gum and litter in base of bowl; top and sides dirty; clogged.

10. Public Phone Booths

GOOD	Overhead clean and shiny; windows very clean and clear; metal and plastic shiny and lustrous; floor surfaces very clean and mark free; telephones sanitized.
SATISFACTORY	Clean; dirt in corners gone; dirt encrustations gone; glass clean; metal and plastic clean and mark free.
FAIR	Free from litter but not thoroughly swept; missed dirt deposits in corners; metal and plastic showing marks; some dirt encrustation on floor.
POOR	Overhead dirty, full of cobwebs; windows dirty, streaky, metal and plastic dirt and deposit encrusted; floor dirty and sticky; corners encrusted with dirt, littered.

DUMPSTER AREA

GOOD	Spotless; very clean; area showing close attention.
SATISFACTORY	Clean; free of debris, dirt, garbage and stains.
FAIR	Debris and garbage evident; some dirt encrustations.
POOR	Deep debris and garbage around; heavy stains and encrustations.

PARKING AND GROUNDS

GOOD	All parking, grass areas, aprons, walkways and perimeter areas free of all paper and debris.
SATISFACTORY	All parking, grass areas, aprons and walkways free of debris and paper. Most paper and litter removed from perimeter areas.
FAIR	All parking, grass areas, aprons and walkways free of debris and paper. Most paper and litter removed from perimeter areas.
POOR	Some litter and debris present in parking, grass areas, aprons, walkways and perimeter areas.

WORK AREAS

(Offices, open workspaces, conference rooms, file and copy rooms Tote Rooms and Press Box.)

1. Wood and metal furniture and decorative accessories and telephones.

GOOD	No dust or marks.
SATISFACTORY	Clean, no dust or dirt.
FAIR	Marked or spotty; dirt and dust present.
POOR dull	Marked with dirt encrustation; many marks and streaks; surfaces and dingy; dust layers apparent to the eye.

2. Ledges and Sills

GOOD	Exceptionally clean; completely dirt free; shining.
SATISFACTORY	Dust and dirt free; corners clean.
FAIR	Dusty and dirty around corners.
POOR	Laden with dust and dirt; encrustations; corners plugged with dirt.

3. Walls

GOOD	Spotlessly clean; no dust, dirt or marks.
SATISFACTORY	Dust and dirt free; no fingerprints.
FAIR	Streaks and stains on walls; some dirt and handprints on highly used surfaces.
POOR	Many dark rub marks; streaky dirt; cobwebs; smudges and dirty handprints; stains; marks and dirt around and on light switches.

4. Floors- carpeted

GOOD	Luster is evident and carpet is clean and bright; reflects thorough cleaning; including corners and edges; no spots.
SATISFACTORY	Clean, bright and no spots; all areas covered in cleaning ; no lint or dirt visible.
FAIR	Some evidence of cleaning but areas skipped; dinginess apparent; carpet is cleaned only in accessible areas.
POOR	Filthy, dusty, dirty and encrusted; dingy.

5. Floors- non carpeted

GOOD	Virtually dust free; bright and shiny. Baseboards clean.
SATISFACTORY	Accessible areas as well as corners are free from lint, litter and dust. Baseboards clean.
FAIR	Floor is clean only in readily accessible areas; corners are dusty, littered or lint covered. Baseboards are dusty.
POOR	Floors are dusty, littered or lint covered. Dirt is caked on. Baseboards have caked on dirt.

6. Ash trays, waste baskets and other trash receptacles

GOOD	Very clean, shiny; lined properly; spotless and markless.
SATISFACTORY	Clean empties; lined properly.
FAIR	Dusty; some deposits apparent; not properly emptied and lined; possibly faint odors.
POOR	Dusty, sticky; deposits on insides and outsides; filled with debris; odors.



TERMS AND CONDITIONS

(Vendors must cross out any paragraphs they do not agree to meet.)

The following Terms and Conditions apply to this bid, unless specifically deleted in writing on the bid form. Bidders are notified by this statement that all Terms and Conditions applicable will be a part of any contract(s) or order(s), awarded as a result of this bid, as fully and to the same extent as if copied at length therein.

1. BID PREPARATION:

All bids are to be completed with typewriter or in pen. Bids showing any erasure alteration must be initialed by bidder in ink. Unit prices and totals, where applicable, must be inserted in space provided. Where discrepancies occur between the unit figure and the extensions, the unit figure will prevail.

2. REFERENCE NUMBERS:

Refer to "Bid Number, Purchase Order Number, and Item Number" in all correspondence and telephone inquiries.

3. PRICING:

Insert prices for furnishing all or any portion of the material or articles described. Prices shall be net, including all transportation charges fully prepaid by the bidder, F.O.B. Destination, unless otherwise provided.

All prices quoted shall be firm and not subject to increase during the period of the contract. In the event of a manufacturer's price decrease during the contract period, the Authority shall receive the full benefit of such price reduction on any undelivered purchase order and on any subsequent order placed during the contract period. The Authority must be notified in writing of any price reduction within five (5) days of the effective date.

4. DELIVERY TERMS:

F.O.B. Destination are the terms preferred by the Authority and bids listing such terms will receive prime consideration in the determination of an award. If customs of the trade or unique circumstances dictate F.O.B. Shipping Point, an estimate of the shipping charges must be included with the bid. In such cases, actual shipping charges are to be prepaid and added to the invoice.

F.O.B. Destination does not cover "spotting" but does include delivery on the receiving platform of the ordering agency at any destination in the State of New Jersey unless otherwise specified. No additional charges will be allowed for any transportation costs resulting from partial shipments made at vendors convenience when a single shipment is ordered. Authority or department weights and measures to govern. Prices quoted are firm for complete delivery of quantities specified, unless otherwise specified by bidder.

5. BID TERM:

Bids submitted shall remain in effect for a period of sixty (60) days from bid opening date unless otherwise specified and are firm for complete delivery of quantities or services specified.

6. DISCOUNTS:

Cash discounts of less than one percent, or discount periods of less than thirty days will not be considered as factors in the determination of an award.

7. SALES TAX:

The New Jersey Sports and Exposition Authority is an Agency of the State of New Jersey and is exempt from the New Jersey sales and use taxes pursuant to Section 9 (a) (1) of the New Jersey Sales and Use Tax Act (NJSA: 54:32B-1 et seq.)

8. BID ACCEPTANCE:

The Authority reserves the right to reject any or all bids, or to award in whole or in part if deemed to be in the best interest of the Authority to do so. In case of tie bids, it shall have authority to award orders or contracts to the bidder or bidders best meeting all specifications and conditions.

9. ISSUING OFFICE:

This Advertised Bid is issued by the Director of Purchasing, New Jersey Sports and Exposition Authority and that office is the sole point of contact for purposes of this bid.

10. ITEM DESCRIPTION:

Brand names and/or description used in this bid are to acquaint bidders with the type of commodity desired and will be used as a standard by which alternate or competitive materials offered will be evaluated. Bidders may bid on an approved equal basis. Competitive items must be equal to the standard described and be of the same reputation for quality and workmanship. Variations between the materials described and materials offered are to be fully explained by the bidder in an accompanying letter. A full explanation is to be given of any improved features or innovations recently developed, now on the market, but not previously available. All commodities must be in current production. Discounted items will not be considered. Where specifications are attached describing the item, all bids must list in detail wherein the material offered differs from the specifications. In the absence of any changes by the bidder, it will be presumed and required that material, as described in the bid, be delivered.

11. BILLING:

All goods are to be billed at the prices quoted. Authority Invoice Form in duplicate together with original B/L, express receipt and other related papers must be sent to the Authority on the date of each delivery or in compliance with the payment schedule established by contract.

12. DISCOUNT PERIOD:

Time, in connection with discount offered, will be computed on the following basis: date of delivery of the items to the Delivery Point; date correct Authority Invoice form properly certified by the bidder is received; date properly executed contract (where required) is received or date materials are approved in the event laboratory or other tests are required, whichever is the latest.

13. LIABILITY - COPYRIGHT:

The bidder shall hold and save the Authority, its officers, agents, servants and employees, harmless from liability of any nature or kind for or on account of the use of any copyrighted or uncopyrighted composition, secret process, patented, or unpatented invention, article or appliance furnished or used in the performance of this contract.

14. LIABILITY - PHYSICAL:

If it becomes necessary for the bidder, either as principal or by agent or employee, to enter upon the premises or property of the Authority in order to construct, erect, inspect, make delivery or remove property hereunder, the bidder hereby covenants and agrees to take, use, provide and make all proper, necessary and sufficient precautions, safeguards and protections against the occurrence of happenings of any accidents, injuries, damages or hurt to any person or property during the process of the work herein covered, and to be responsible for, and to indemnify and save harmless the Authority from, the payment of all sums of money by reason of all, or any, such accidents, injuries, damages or hurt that may happen or occur upon or about such work, and all fines, penalties and losses incurred for or by reason of the violation of any city or borough ordinance or regulation, or the laws of the State or the United States, while the said work is in progress. Bidder will carry insurance to indemnify the Authority against any claim for loss, damage or injury to property or persons arising out of the performance of the bidder or his employees and agents of the services covered by the contract and the use misuse or failure of any equipment used by the bidder or his employees or agents, and shall provide certificates of such insurance to the Authority.

15. BIDDER REGISTRATION:

It is required that all corporations doing business with the Authority be registered with the Secretary of State. Forms are available on application to the Secretary of State, State House, Trenton, New Jersey. It is further understood and provided, in the event the bidder is or becomes delinquent in the payment of taxes to the State, said taxes may be withheld from any money due bidder.

16. TRANSFER OF BUSINESS:

It is understood by all parties that if, during the life of the contract, the bidder disposes of his business by sale, transfer or by any means to another party, all obligations are transferred to such purchaser. In this event, the new owner(s) will be required to submit a Performance Bond in the amount of the open balance of the contract or order.

17. DISCRIMINATION:

The parties to any contract(s) resulting from this bid do

hereby agree that the provisions of N.J.S.A. 10:2 - 1 through 10:2 - 4, dealing with discrimination in employment on public contracts, and the Rules and Regulations promulgated pursuant thereto, are hereby made a part of such contract(s) and are binding upon them. The Authority will expect affirmative action from the bidder relating to employment of minority groups and women, and bidder agrees to adopt the affirmative action plan developed by the Authority pursuant to P.L. 1975, Chapter 127 prior to the execution of any contract.

18. PREVAILING WAGE ACT:

The New Jersey Prevailing Wage Act, P.L. 1963, Chapter 150, is hereby made a part of every contract entered into by the Authority, except those contracts which are not within the contemplation of the Act. The bidder's signature on this bid is his guarantee that neither he nor any subcontractors he might employ to perform the work covered by this bid are listed or are on record in the Office of the Commissioner of the Department of Labor and Industry as one who has failed to pay prevailing wages in accordance with the provisions of this Act.

19. COMPLIANCE - LAWS:

The bidder must comply with all local, state and federal laws, rules and regulations applicable to this contract and to the work to be done hereunder.

20. COMPLIANCE - STATE LAWS:

It is agreed and understood that any contracts and/or orders placed as a result of this bid shall be governed and construed, and the rights and obligations of the parties hereto shall be determined, in accordance with the laws of the STATE OF NEW JERSEY.

21. DEVIATION FROM SPECIFICATIONS:

Bids incorporating deviations which, in the opinion of the Authority, depart from the intent and purpose of these specifications and conditions will not be considered.

22. AWARD:

Award will be made on the basis of a comparison of the prices quoted on the items listed in the bid, the discounts offered on the related products, and after consideration of the following factors:

(a) Quality and reputation of manufacturer's products.

(b) Location of bidder's office, plant or warehouse.

(c) Availability of sales or technical representatives to call upon and consult with the various agencies regarding their requirements.

23. COST LIABILITY:

The Authority assumes no responsibility or liability for costs incurred by bidders prior to the award of a contract or purchase order.

24. BIDDERS GUARANTEE:

By submitting a bid, the bidder covenants and agrees that he has satisfied himself from his own investigation of the conditions to be met, that he fully understands his obligations and that he will not make any claim for, or have right to,

cancellation or relief without penalty of the contract because of any misunderstanding or lack of information.

25. DELIVERY:

a. Deliveries shall be made at such time and in such quantities as ordered in strict accordance with conditions contained in bid.

b. The bidder will be responsible for the delivery of material in first-class condition at the point of delivery, and in accordance with good commercial practice.

c. Items delivered must be strictly in accordance with those bid upon.

d. Bidders must give in the space provided, the number of days required to make delivery after notification to ship.

e. In the event delivery is not made within the number of days stipulated, the Authority will have the right to pick up the required material from any available source - the difference in price, if any, to be paid by the bidder failing to meet his commitments.

26. NONCONFORMING DELIVERIES:

Should the result of any test or inspection fail to meet the requirements of the Authority, the material shall be rejected and immediately replaced by the bidder at its own cost and expense.

27. BIDDERS FACILITIES:

The Authority reserves the right to investigate the bidder's establishment before making an award.

28. MANUFACTURER'S CERTIFICATE AND STATEMENT OF ORIGIN:

Bids submitted by an agent of the actual manufacturer must be accompanied by the manufacturer's certificate (attached) properly executed. Additional certificates are available on request. The term "Agent" is hereby defined as any person or firm offering to supply any items which are manufactured by someone else.

Bids submitted by manufacturer directly must state on the face of the bid that the items offered are of their own make. Bids not accompanied by certificates will not be considered.

The attached "Bidder's Statement of Origin" must be executed and submitted with the bid.

29. CERTIFICATION OF BIDDER:

The bidder hereby certifies that:

The equipment offered is standard new equipment, latest model of regular stock product, with parts regularly used for the type of equipment offered, that such parts are all in production and none likely to be discontinued; also, that no attachment or part has been substituted or applied contrary to manufacturer's recommendations and standard practice. All equipment supplied to the Authority and operated by electrical current must be UL approved. All new machines are to be unconditionally guaranteed for a period of one year from time of delivery, and prompt service will be rendered without charge, regardless of geographic location. That sufficient quantities of parts necessary for proper service to equipment will be maintained at distribution points and service headquarters.

That trained mechanics are regularly employed to make necessary repairs to equipment in the territory from which the service request might emanate within 48-hour period. Name and telephone-number of representatives to call for service is to be listed.

30. CONTRACT CHANGES:

During the period of contract, no change will be permitted in any of its conditions and specifications unless the bidder receives written approval from the Authority. Should the bidder find at any time that existing conditions make modification in requirements necessary he shall promptly report such matter to the Authority for consideration and decision.

31. SUBCONTRACTING:

If any part of the work covered by this bid is to be subcontracted, the bidder shall identify the subcontracting organization and the contractual arrangements to be made therewith. All subcontractors will be subject to the prior written consent of the Authority and the successful bidder will furnish the Authority a complete organization chart, detailing names of officers thereof, of said company(s) or corporation(s) engaged by bidder as a subcontractor.

The bidder shall be as fully responsible to the Authority for the acts and omissions of subcontractor and of persons employed by them, as he is for the acts and omissions of persons directly employed by him.

It shall be understood that the approval by the Authority of a subcontractor does not relieve the bidder of the responsibility of complying with the terms and conditions and the specifications of this bid.

32. ASSIGNMENT:

The bidder is prohibited from assigning, transferring, conveying, subletting, or otherwise disposing of this contract or its rights, title or interest therein, or its power to execute such contract, to any other person, company or corporation without the previous consent and approval in writing by the Authority. The Authority does not intend to preclude assignment of responsibility under the contract to a wholly owned subsidiary of bidder so long as performance is guaranteed by bidder.

33. ACCEPTANCE OF BID CONTENT:

The contents of the response bid of the successful bidder will become a part of any contract awarded as a result of these specifications.

34. TERMINATION OF CONTRACT:

The Authority reserves the right to terminate any contract entered into as a result of this bid provided written notice has been given by the Authority to the contractor at least 30 days prior to such proposed termination date, unless otherwise specified.

35. TESTING:

The Authority reserves the right to make any tests deemed necessary prior to the award or during the term of the contract to determine that the products or equipment furnished meet the specifications.


New Jersey Sports and Exposition Authority
50 State Route 120
East Rutherford, NJ 07073
George Zahn, CPA, CPCU
Vice President – Purchasing & Risk Management
(201) 842-5204
(201) 356-4971 Fax
gzahn@njsea.com

August 13, 2012

To All Companies Bidding On The Janitorial Services Bid:

Please be advised that the New Jersey Sports and Exposition Authority's (Authority) house counsel has advised that the Authority is not subject to prevailing wage under the Building Services Act. Accordingly, responses to the janitorial services bid should not be based on prevailing wage under the Building Services Act.

Very truly yours,

A handwritten signature in black ink that reads "George Zahn". The signature is written in a cursive style with a large, stylized "G" and "Z".

New Jersey Sports and Exposition Authority
50 State Route 120
East Rutherford, NJ 07073
George Zahn, CPA, CPCU
Vice President – Purchasing & Risk Management
(201) 842-5204
(201) 356-4971 Fax
gzahn@njsea.com

August 23, 2012

To All Companies Bidding On The Janitorial Services Bid:

Please be advised that the New Jersey Sports and Exposition Authority (Authority) was advised by the Department of Labor on August 22, 2012 that janitorial services companies must be in compliance with the Building Services Act. This act contains reference to prevailing wage requirements. Please be guided accordingly.

The NJ Department of Labor and Workforce Development web site homepage is

1. lwd.dol.state.nj.us/ -

The revised due date for the submission of the janitorial services bid is August 30, 2012 at 2 pm. The bids will be open and read publicly in the box office lobby of the Izod Center.

Very truly yours,

