

CITY OF CUBA, MO
Cleaning Service Bid Request

The City of Cuba is seeking a weekly and monthly cleaning service bid for certain city offices. Applicants must include insurance and worker's compensation and provide the cleaning supplies. The bid specifications are available online at www.cityofcubamo.com or at City Hall, 202 N. Smith St., Cuba MO . The bids must be sealed in a clearly marked envelope labeled CLEANING BID, and turned in June 21, 2021 by 4:00 p.m. For questions, please contact Christine Nash, City Clerk at Cuba City Hall, 573-885-7432, canash@ci.cuba.mo.us The City reserves the right to reject any and all bids.

CITY OF CUBA
CLEANING SPECIFICATIONS 2021

City of Cuba cleaning specifications: all applicants must have their own insurance (including workers compensation) and cleaning supplies. Sealed bids marked CLEANING BID must be turned into Christine Nash at City Hall 202 N. Smith St by 4:00 on June 21, 2021. For questions, call 573-885-7432 or email at canash@ci.cuba.mo.us

City Hall – 202 N. Smith St - WEEKLY

- ✓ Sweep
- ✓ Mop
- ✓ Vacuum
- ✓ Dust
- ✓ Clean bathrooms – there are three
- ✓ Clean kitchen – clean and put away dishes; clean microwave, counters, stove, floor
- ✓ Empty all trashcans and replace with trash bag
- ✓ Wash windows on the entrance doors and all windowed interior doors
- ✓ Wash all other outside windows, council ceiling fans, and baseboards monthly

Police Station – 602 Franklin – WEEKLY

- ✓ Sweep
- ✓ Mop
- ✓ Vacuum
- ✓ Dust
- ✓ Clean bathrooms – there are six
- ✓ Clean kitchen – dishes, counters, microwave, stove, floor
- ✓ Empty all trashcans and replace with trash bag
- ✓ Wash windows on the entrance doors and all windowed interior doors
- ✓ Wash all other outside windows and baseboards monthly

Tourist Information Center – 71 Hwy P - WEEKLY

- ✓ Sweep
- ✓ Mop
- ✓ Vacuum
- ✓ Dust
- ✓ Clean bathrooms – there are two
- ✓ Clean kitchen area – counters, microwave, floor
- ✓ Wash windows on the entrance doors and all windowed interior door
- ✓ Wash all other outside windows, ceiling fans, and baseboard monthly

Recklein Auditorium – 304 N. Smith St. - MONTHLY

- ✓ Deep clean bathrooms – two bathrooms with several stalls
- ✓ Deep clean kitchen – all appliances
- ✓ Wash all windows
- ✓ Clean baseboards and railing