



Custodial Services Proposal

RFP 2019914

ABM Response

Presented to:

Monroe County School District
Jessica Bailey
Buyer

Presented by:

ABM Industry Groups, LLC
Ashley Weaver
Director of Business Development





ASHLEY WEAVER
6478 Hwy 90, Suite E
Milton, FL 32570
850.816.8807
edward.weaver@abm.com

March 13, 2019

Jessica Bailey
Monroe County School District
Administration Building
Internal Services Department / Purchasing Division
Room 119
241 Trumbo Road, Key West, FL 33040

Dear Ms. Bailey,

We understand that Monroe County School District needs a quality-oriented, cost-effective custodial program that will meet your needs and build value for your facilities. With our level of expertise in K-12 school districts, ABM will provide you with reliable, quality service that lowers your operating costs.

ABM is a performance-based company and proud of our high-quality service-driven, client-focused reputation. Nationwide, ABM serves over 2,000 K-12 schools in over 350 districts. We encourage you to contact any of our references and ask about our service and inquire as to what motivated them to hire ABM. With our existing presence throughout Florida, as well as the rest of the United States, ABM is well positioned to provide custodial services to Monroe County School District.

Clients who have been with us for decades can attest to our service-focused mentality. ABM's work ethic centers on:

Our clients' needs. Clients come to us for reliable custodial solutions. They know we understand their needs and they appreciate that we don't provide "one-size-fits-all" answers. Yes, we're proud of our expertise, but have built our business on listening to our clients.

Our company values. Our relationship with you will be built on collaboration, respect, fairness, and dignity. It's something not open to compromise. Every employee at ABM knows this and puts it into action at every school location.

New levels of performance. We make every effort to not only lead, but to transform the industry through our knowledge, integrity and professionalism, so that we can expertly handle anything you ask of us.

Value-added relationships. We conduct business in a way that instills a sense of confidence in our clients. It's something that reaches beyond ABM's service competence; it's a sense of security. You'll know you chose wisely when you choose ABM.

CUSTODIAL SERVICES PROPOSAL

If there is any additional information I might provide, please don't hesitate to call or write. All of us at ABM are ready to put our solutions to work for you.

Respectfully,



Ashley Weaver

Director of Business Development

Table of Contents

Tab 1 – Company Introduction

Company Overview5

Tab 2 - Ability to Perform

Company Size7
 Financial Standing8
 Business License14
 Certificate of Insurance15

Tab 3 - Proposed Pricing

Proposed Pricing17

Tab 4 - Bid Package

Bid Package21

Tab 5 - Staffing

Staffing by Site31

Tab 6 - Cleaning Program

Custodial Program51
 Chemical Cleaning Supplies55

Tab 7 - Transition Plan

Transition Plan57

Tab 8 - Quality Control

Quality Assurance61
 Attendance64

Tab 9 - Training Programs

Training Programs65

Tab 10 - References

References71

Additional Services73

What to Expect From ABM74

Company Overview

Introduction







ABM (NYSE: ABM) is a leading provider of facility solutions with revenues of approximately \$6.4 billion and more than 140,000 employees in 350+ offices throughout the United States and various international locations. ABM's comprehensive capabilities include janitorial, electrical & lighting, energy solutions, facilities engineering, HVAC & mechanical, landscape & turf, mission critical solutions and parking, provided through stand-alone or integrated solutions. ABM provides custom facility solutions in urban, suburban and rural areas to properties of all sizes - from schools and commercial buildings to hospitals, data centers, manufacturing plants and airports. ABM Industries Incorporated, which operates through its subsidiaries, was founded in 1909.

Purpose, Vision, Mission

Purpose To take care of the people, spaces and places that are important to you is our purpose at ABM.	Vision ABM's vision is to be the clear choice in the industries we serve through engaged people.	Mission It is our mission to make a difference, every person, every day.
--	--	--

Values

These are the shared values that help us make a difference, every person, every day. At ABM, we make a difference in three ways – by taking care of our TEAM MEMBERS, our clients, and our communities.

- | | |
|--|---|
|  <p>RESPECT
Every person brings value and is acknowledged as an asset to our team.</p> |  <p>INNOVATION
Every person brings value and is acknowledged as an asset to our team.</p> |
|  <p>INTEGRITY
Every person brings value and is acknowledged as an asset to our team.</p> |  <p>EXCELLENCE
Every person brings value and is acknowledged as an asset to our team.</p> |
|  <p>COLLABORATION
Every person brings value and is acknowledged as an asset to our team.</p> |  <p>TRUST
Every person brings value and is acknowledged as an asset to our team.</p> |

Why ABM?

ABM possesses significant janitorial service experience with K-12 client campuses that are very similar in terms of facilities, complexity of space, geographic distribution and janitorial service requirements to MCSD. Few competitors have this experience.

ABM's experience encompasses education client campuses with a mix of academic, administrative, allied health, laboratory, fine arts, library, auxiliary, residence life, athletic, and community/conference space – all with exacting high standards of performance, service and quality expectations spread across significant geographies. ABM believes that to be successful over the long term, a service provider must have proven operational experience within similar institutions. This will ensure that MCSD has a partner that can maintain facilities at the most optimum levels of cleanliness for all stakeholders.



Proactive Management and Supervisory Coverage

ABM will provide an outstanding and education experienced on-site management team. The management structure on site today will provide MCSD with key management oversight of all aspects of the janitorial program with a focus on quality, service and attention to detail.



A Measurable Quality Assurance Program

ABM will continue to utilize SITE – its quality assurance inspection program and reporting system that measures service, quality and performance and report back to the District through formal meetings.



Training and Staff Development

ABM has a comprehensive orientation and on-going technical and skills enhancement-training program that every employee participates in. The training program introduces ABM's unique culture of high quality and personal commitment to exceptional service assuring service and quality are exceeded in every facility.



A Professional Communication Plan

ABM believes formal and informal, open, two-way communication provides the foundation for a true partnership. The Customer Business Review (CBR) Report and meetings will allow both ABM and District stakeholders to stay current with the program and make any necessary changes to the service as the campus evolves over time.

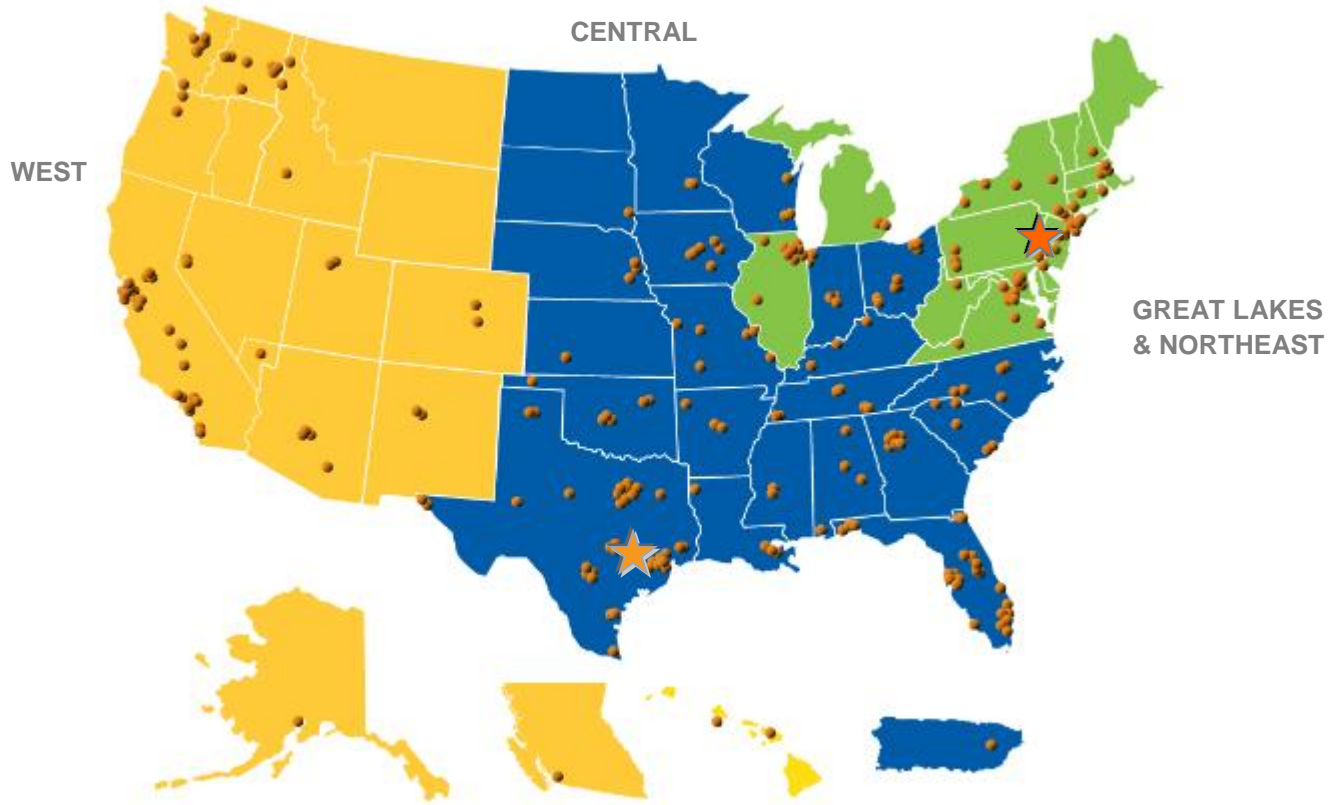


A Safe and Healthy Learning Environment

MCSD requires a service partner who is thoroughly familiar with significant, multi-campus and complex education space and who understands what clean, bright, well-maintained facilities mean to student learning and achievement in addition to a thorough knowledge of the campus.

Company Size

ABM is the 44th largest employer on the Fortune 500. With **more than 140,000 employees**, we build value for our **more than 20,000 clients**.



Providing local service in thousands of cities through our 300+ branch offices located throughout the U. S., Puerto Rico and Canada

 **Custodial Headquarters**

3800 Buffalo Speedway
Suite 325
Houston, TX 77098

 **Corporate Headquarters**

One Liberty Plaza
7th Floor
New York, NY 10001

Financial Standing

ABM achieved revenues of \$6.4 billion by faithfully serving over 20,000 clients nationwide in over 200 metro areas. ABM has an exceptionally transparent balance sheet comprised of a strong cash position, minimal debt, and a solid performance record boasting consecutive quarterly dividends since 1965. ABM is also one of the largest facilities services contractors on the New York Stock Exchange. Our subsidiaries are leaders in their respective fields and are capable of independent growth as well as growth through acquisition. Our size, operational infrastructure and financial strength enable us to offer customers a level of sophistication that translates into savings and peace of mind.

Our Annual Report is posted online:

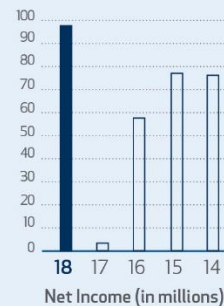
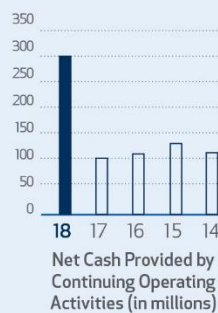
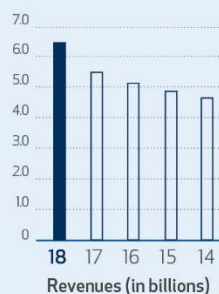
<http://investor.abm.com/annuals.cfm>

Quarterly press releases can also be referenced at:

<http://investor.abm.com/releases.cfm>

Financial Highlights

(\$ in millions)	Year Ended October 31,				
	2018	2017	2016	2015	2014
Revenues	\$6,442.2	\$5,453.6	\$5,144.7	\$4,897.8	\$4,649.7
Net cash provided by continuing operating activities	\$299.7	\$101.7	\$110.5	\$145.5	\$115.6
Net income	\$97.8	\$3.8	\$57.2	\$76.3	\$75.6



**ABM INDUSTRIES INCORPORATED AND SUBSIDIARIES
CONSOLIDATED BALANCE SHEETS**

	October 31,	
	2017	2016
<i>(in millions, except share and per share amounts)</i>		
ASSETS		
Current assets		
Cash and cash equivalents	\$ 62.8	\$ 53.5
Trade accounts receivable, net of allowances of \$25.5 and \$15.9 at October 31, 2017 and 2016, respectively	1,038.1	803.7
Prepaid expenses	101.8	68.0
Other current assets	32.8	30.0
Assets held for sale	—	36.1
Total current assets	<u>1,235.5</u>	<u>991.3</u>
Other investments	17.6	17.4
Property, plant and equipment, net of accumulated depreciation of \$136.4 and \$163.4 at October 31, 2017 and 2016, respectively	143.1	81.8
Other intangible assets, net of accumulated amortization of \$189.1 and \$157.0 at October 31, 2017 and 2016, respectively	430.1	103.8
Goodwill	1,864.2	912.8
Deferred income taxes, net	—	37.4
Other noncurrent assets	122.1	134.3
Total assets	<u>\$ 3,812.6</u>	<u>\$ 2,278.8</u>
LIABILITIES AND STOCKHOLDERS' EQUITY		
Current liabilities		
Current portion of long-term debt, net	\$ 16.9	\$ —
Trade accounts payable	230.8	174.3
Accrued compensation	159.9	130.7
Accrued taxes—other than income	52.5	40.6
Insurance claims	112.5	92.2
Income taxes payable	13.4	6.3
Other accrued liabilities	171.8	135.9
Liabilities held for sale	—	16.8
Total current liabilities	<u>757.8</u>	<u>596.8</u>
Long-term debt, net	1,161.3	268.3
Deferred income tax liability, net	57.3	3.5
Noncurrent insurance claims	382.9	331.6
Other noncurrent liabilities	61.3	71.2
Noncurrent income taxes payable	16.3	33.4
Total liabilities	<u>2,436.9</u>	<u>1,304.8</u>
Commitments and contingencies		
Stockholders' Equity		
Preferred stock, \$0.01 par value; 500,000 shares authorized; none issued	—	—
Common stock, \$0.01 par value; 100,000,000 shares authorized; 65,502,568 and 55,599,322 shares issued and outstanding at October 31, 2017 and 2016, respectively	0.7	0.6
Additional paid-in capital	675.2	248.6
Accumulated other comprehensive loss, net of taxes	(20.3)	(31.6)
Retained earnings	720.1	756.4
Total stockholders' equity	<u>1,375.7</u>	<u>974.0</u>
Total liabilities and stockholders' equity	<u>\$ 3,812.6</u>	<u>\$ 2,278.8</u>

See accompanying notes to consolidated financial statements.

CONSOLIDATED STATEMENTS OF COMPREHENSIVE INCOME

	Years Ended October 31,		
	2017	2016	2015
<i>(in millions, except per share amounts)</i>			
Revenues	\$ 5,453.6	\$ 5,144.7	\$ 4,897.8
Operating expenses	4,881.2	4,603.4	4,392.3
Selling, general and administrative expenses	436.6	410.1	395.0
Restructuring and related expenses	20.9	29.0	12.7
Amortization of intangible assets	31.6	25.0	24.2
Impairment (recovery) loss	(18.5)	22.5	—
Operating profit	101.9	54.7	73.6
Income from unconsolidated affiliates, net	4.2	7.6	9.0
Interest expense	(19.2)	(10.4)	(10.2)
Income from continuing operations before income taxes	86.9	51.9	72.4
Income tax (provision) benefit	(8.8)	10.4	(18.3)
Income from continuing operations	78.1	62.3	54.1
(Loss) income from discontinued operations, net of taxes	(74.3)	(5.1)	22.2
Net income	3.8	57.2	76.3
Other comprehensive income (loss)			
Foreign currency translation	9.7	(26.3)	(2.2)
Other, net of taxes	1.6	(0.2)	(0.1)
Comprehensive income	\$ 15.2	\$ 30.7	\$ 74.0
Net income per common share — Basic			
Income from continuing operations	\$ 1.35	\$ 1.11	\$ 0.95
(Loss) income from discontinued operations	(1.29)	(0.09)	0.40
Net income	\$ 0.07	\$ 1.02	\$ 1.35
Net income per common share — Diluted			
Income from continuing operations	\$ 1.34	\$ 1.09	\$ 0.94
(Loss) income from discontinued operations	(1.27)	(0.09)	0.39
Net income	\$ 0.07	\$ 1.01	\$ 1.33
Weighted-average common and common equivalent shares outstanding			
Basic	57.7	56.3	56.7
Diluted	58.3	56.9	57.4
Dividends declared per common share	\$ 0.680	\$ 0.660	\$ 0.640

See accompanying notes to consolidated financial statements.

**ABM INDUSTRIES INCORPORATED AND SUBSIDIARIES
CONSOLIDATED STATEMENTS OF STOCKHOLDERS' EQUITY**

<i>(in millions)</i>	Years Ended October 31,					
	2017		2016		2015	
	Shares	Amount	Shares	Amount	Shares	Amount
Common Stock						
Balance, beginning of year	55.6	\$ 0.6	56.1	\$ 0.6	55.7	\$ 0.6
Stock issued in GCA Services acquisition, net of shares withheld for taxes	9.4	0.1	—	—	—	—
Stock issued under employee stock purchase and share-based compensation plans	0.7	—	0.9	—	1.4	—
Repurchase of common stock	(0.2)	—	(1.4)	—	(1.0)	—
Balance, end of year	65.5	0.7	55.6	0.6	56.1	0.6
Additional Paid-in Capital						
Balance, beginning of year		248.6		275.5		274.1
Stock issued in GCA Services acquisition, net of shares withheld for taxes		421.2		—		—
(Taxes withheld) stock issued under employee stock purchase and share-based compensation plans (including incremental tax benefit for 2015), net		(0.1)		5.7		18.3
Share-based compensation expense		13.3		14.0		14.5
Repurchase of common stock		(7.9)		(46.6)		(31.4)
Balance, end of year		675.2		248.6		275.5
Accumulated Other Comprehensive Loss, Net of Taxes						
Balance, beginning of year		(31.6)		(5.1)		(2.8)
Other comprehensive income (loss)		11.3		(26.5)		(2.3)
Balance, end of year		(20.3)		(31.6)		(5.1)
Retained Earnings						
Balance, beginning of year		756.4		736.5		696.9
Net income		3.8		57.2		76.3
Dividends						
Common stock		(39.5)		(36.9)		(36.0)
Stock issued under share-based compensation plans		(0.6)		(0.4)		(0.7)
Balance, end of year		720.1		756.4		736.5
Total Stockholders' Equity		<u>\$ 1,375.7</u>		<u>\$ 974.0</u>		<u>\$ 1,007.5</u>

See accompanying notes to consolidated financial statements.

CONSOLIDATED STATEMENTS OF CASH FLOWS

<i>(in millions)</i>	Years Ended October 31,		
	2017	2016	2015
Cash flows from operating activities			
Net income	\$ 3.8	\$ 57.2	\$ 76.3
Loss (income) from discontinued operations, net of taxes	74.3	5.1	(22.2)
Income from continuing operations	78.1	62.3	54.1
Adjustments to reconcile income from continuing operations to net cash provided by operating activities of continuing operations			
Depreciation and amortization	70.1	57.5	57.0
Impairment (recovery) loss	(18.5)	22.5	—
Deferred income taxes	(6.1)	(3.7)	8.1
Share-based compensation expense	13.3	14.0	14.2
Provision for bad debt	4.1	12.9	2.7
Discount accretion on insurance claims	0.2	0.3	0.3
Gain on sale of assets	(2.7)	(0.2)	(0.1)
Income from unconsolidated affiliates, net	(4.2)	(7.6)	(9.0)
Distributions from unconsolidated affiliates	5.7	8.2	6.5
Changes in operating assets and liabilities, net of effects of acquisitions:			
Trade accounts receivable	(115.7)	(80.9)	(55.9)
Prepaid expenses and other current assets	(6.4)	—	(1.4)
Other noncurrent assets	(7.6)	(29.5)	1.7
Trade accounts payable and other accrued liabilities	74.4	15.4	44.3
Insurance claims	33.5	33.6	37.4
Income taxes payable	(22.5)	0.5	(14.2)
Other noncurrent liabilities	6.0	5.2	(0.2)
Total adjustments	23.6	48.2	91.4
Net cash provided by operating activities of continuing operations	101.7	110.5	145.5
Net cash (used in) provided by operating activities of discontinued operations	(96.1)	(27.0)	0.9
Net cash provided by operating activities	5.6	83.5	146.4
Cash flows from investing activities			
Additions to property, plant and equipment	(57.2)	(44.0)	(26.5)
Proceeds from sale of assets	4.0	3.3	2.3
Purchase of businesses, net of cash acquired	(853.6)	(96.0)	(19.2)
Proceeds from sale of business	35.5	—	—
Proceeds from redemption of auction rate security	—	5.0	—
Investments in unconsolidated affiliates	(0.4)	—	(0.1)
Net cash used in investing activities of continuing operations	(871.8)	(131.7)	(40.5)
Net cash (used in) provided by investing activities of discontinued operations	—	(3.1)	130.9
Net cash (used in) provided by investing activities	(871.8)	(134.8)	90.4
Cash flows from financing activities			
(Taxes withheld) and proceeds from issuance of share-based compensation awards, net	(0.7)	5.3	15.4
Incremental tax benefit from share-based compensation awards	—	—	2.3
Repurchases of common stock	(7.9)	(46.6)	(31.4)
Dividends paid	(39.5)	(36.9)	(36.0)
Deferred financing costs paid	(18.7)	(0.1)	(0.9)
Borrowings from credit facility	1,880.1	1,052.3	958.3
Repayment of borrowings from credit facility	(957.2)	(942.0)	(1,120.1)
Changes in book cash overdrafts	15.8	0.7	(7.3)
Financing of energy savings performance contracts	6.8	22.6	5.2
Repayment of capital lease obligations	(0.9)	(1.2)	(2.4)
Payment of contingent consideration	(3.8)	(1.5)	—
Net cash provided by (used in) financing activities	874.0	52.6	(216.9)
Effect of exchange rate changes on cash and cash equivalents	1.5	(3.3)	(1.1)
Net increase (decrease) in cash and cash equivalents	9.3	(2.0)	18.8
Cash and cash equivalents at beginning of year	53.5	55.5	36.7
Cash and cash equivalents at end of year	\$ 62.8	\$ 53.5	\$ 55.5

CUSTODIAL SERVICES PROPOSAL

(continued)

<i>(in millions)</i>	Years Ended October 31,		
	2017	2016	2015
Supplemental cash flow information			
Cash paid for income taxes, net of refunds received	\$ 11.8	\$ 12.6	\$ 23.7
Interest paid on credit facility	8.1	4.4	6.0
Non-cash investing and financing activities			
Stock issued in GCA Services acquisition, net of shares withheld for taxes	\$ 421.3	—	—

See accompanying notes to consolidated financial statements.

Business License

State of Florida Department of State

I certify from the records of this office that ABM INDUSTRY GROUPS, LLC is a Delaware limited liability company authorized to transact business in the State of Florida, qualified on January 10, 2017.

The document number of this limited liability company is M17000000276.

I further certify that said limited liability company has paid all fees due this office through December 31, 2018, that its most recent annual report was filed on April 3, 2018, and that its status is active.

I further certify that said limited liability company has not filed a Certificate of Withdrawal.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Sixth day of September, 2018*



Ken Detjmer
Secretary of State

Tracking Number: CU9987582709

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>

Certificate of Insurance



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/24/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Commercial Lines - (404) 929-8700 USI Insurance Services National, Inc. 3475 Piedmont Road NE, Suite 800 Atlanta, GA 30305-2880		CONTACT NAME: PHONE (A/C, No, Ext): E-MAIL: ADDRESS:		FAX (A/C, No):	
INSURED ABM Industry Groups, LLC an ABM Industries Incorporated Company 4151 Ashford Dunwoody Road, Suite 000 Atlanta, GA 30319		INSURER(S) AFFORDING COVERAGE		NAIC #	
		INSURER A: ACE American Insurance Company		22007	
		INSURER B: ACE Property and Casualty Ins. Co.		20009	
		INSURER C: Indemnity Insurance Company of North America		48575	
		INSURER D: Illinois Union Insurance Company		27900	
		INSURER E:			
		INSURER F:			


COVERAGES CERTIFICATE NUMBER: 13587702 REVISION NUMBER: See below

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDITIONAL SUBR (ISS. WORD)	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> \$1,000,000 GIM <input checked="" type="checkbox"/> XCU GENL AGGREGATE LIMIT APPLIES PER <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		XSLG71211187	11/01/2018	11/01/2019	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (EA OCCURRENCE) \$ 2,000,000 MED EXP (Any one person) \$ Excluded PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 OTHER \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		ISAH25200147	11/01/2018	11/01/2019	COMBINED SINGLE LIMIT (EA ACCIDENT) \$ 5,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ OTHER \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> COE <input checked="" type="checkbox"/> RETENTIONS \$ 25,000		XOOG327910805004	11/01/2018	11/01/2019	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 OTHER \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in MI) IF YES, DESCRIBE WHY DESCRIPTION OF OPERATIONS below	Y/N N	WLRC05438707	11/01/2018	11/01/2019	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Employee Dishonesty/Fidelity		DONG23091188005	11/01/2018	11/01/2019	\$2,000,000 Each Occurrence

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Sample certificate.
Evidence of Coverage.

CERTIFICATE HOLDER ABM Industries Incorporated 4151 Ashford Dunwoody Road Suite 000 Atlanta, GA 30319	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
--	---

Client Code: ABMIND3

SID: 13587702

Certificate of Insurance (Con't)

OTHER Coverage

INSR LTR	TYPE OF INSURANCE	ADDL INSR	WVD SUBR	POLICY NUMBER	EFFECTIVE DATE (MM/DD/YY)	EXPIRATION DATE (MM/DD/YY)	LIMIT
A	Garage Keeper: Legal Liability			ISAH25269147	11/01/2018	11/01/2019	\$1,000,000 Limit
D	Pollution Liability			GPO02454283A004	05/01/2018	05/01/2021	\$1,000,000 Each Occurrence \$10,000,000 Aggregate \$250,000 Retention
A	Excess Workers Compensation			WCU085438665	11/01/2018	11/01/2019	WC-Statutory CA - \$1,000,000 SM OH WA OR IL MI - \$500K SM

Certificate Of Insurance-Con't

RFP 2019914 – Custodial Services

PRICING SHEETS - APPENDIX A

Vendor Name: ABM Industry Groups, LLC

Location Name & Address	Mile Marker #	Annual Services without Cafeteria	Annual Cafeteria Services	Total
UPPER KEYS AREA				
Key Largo School 104801 Overseas Hwy Key Largo, FL 33037	105	\$ 296,442	\$ 15,602	\$ 312,044
Coral Shores School 89901 Overseas Hwy Tavernier, FL 33070	90	\$ 329,281	\$ 17,331	\$ 346,612
Plantation Key School 100 Lake Rd Tavernier, FL 33070	90	\$ 154,676	\$ 8,141	\$ 162,817
Administration Annex, Maintenance, and Transportation 90050 Overseas Hwy Tavernier, FL 33070	90	\$ 5,056	N/A	\$ 5,056
UPPER KEYS AREA GRAND TOTAL				\$ 826,529
Location Name & Address	Mile Marker #	Annual Services without Cafeteria	Annual Cafeteria Services	Total
MIDDLE KEYS AREA				
Marathon School 350 Sombrero Beach Rd Marathon, FL 33050	50	\$ 317,295	\$ 16,700	\$ 333,995
Stanley Switlik School 3400 Overseas Hwy Marathon, FL 33040	48.7	\$ 173,456	\$ 9,129	\$ 182,585
Sugarloaf School 255 Crane Blvd Sugarloaf Key, FL 33042	20	\$ 238,564	\$ 12,556	251,120
MIDDLE KEYS AREA GRAND TOTAL				\$ 767,700

RFP 2019914 – Custodial Services

Vendor Name: ABM Industry Groups, LLC

Location Name & Address	Mile Marker #	Annual Services without Cafeteria	Annual Cafeteria Services	Total
KEY WEST AREA				
Gerald Adams School 5855 W College Rd Key West, FL 33040	4	\$ 153,407	\$ 8,074	\$ 161,481
Poinciana School 1407 Kennedy Dr Key West, FL 33040	KW	\$ 131,694	\$ 6,931	\$ 138,626
Key West High School / Sigsbee 2100 Flagler Ave / 939 Felton Rd Key West, FL 33040	KW	\$ 383,607	\$ 20,190	\$ 403,797
Key West High School - Tommy Roberts Memorial Stadium / Rex Weech 1200 Glynn R Archer Dr Key West, FL 33040	KW	\$ 35,308	N/A	\$ 35,308
Horace O'Bryant School 1105 Leon St Key West, FL 33040	KW	\$ 272,272	\$ 14,330	\$ 286,602
Reynolds School 1316 Reynolds St Key West, FL 33040	KW	\$ 15,338	N/A	\$ 15,338
Administration/Transportation / Adult Education 241 Trumbo Rd/927 Eaton St Key West, FL 33040	KW	\$ 53,650	N/A	\$ 53,650
Maintenance Building 1310 United St Key West, FL 33040	KW	\$ 9,192	N/A	\$ 9,192
KEY WEST AREA GRAND TOTAL				\$ 1,103,994

MARK T. PORTER
Superintendent of Schools



To Excellence in the Monroe County Schools

Members of the Board

District # 1
BOBBY HIGHSMITH
Chairman

District # 2
ANDY GRIFFITHS

District # 3
MINDY CONN
Vice-Chairman

District # 4
JOHN R. DICK

District # 5
SUE WOLTANSKI

Bid No: RFP 2019914
Name of Bid: Custodial Services
Post Date: 3/5/19
Notice Post Time: 4:00 PM

Addendum No.1

Replace the third page of the price sheet on page 30 and Appendix C of the original bid document with the sheets below (changes in red):

Vendor Name: ABM Industry Groups, LLC

ANNUAL ESCALATION RATES	
Year 2	\$ 2,765,679
Year 3	\$ 2,834,821
Year 4	\$ 2,905,692
Hourly price for non-school use special activities	
	\$ 35.00
Annual equipment budget:	\$ 15,000.00**
Charge for additional space in 15,000 sq. ft. increments	\$ 26,850.00
Deduction to remove space in 15,000 sq. ft. increments	\$ 22,419.75

**This rate due to specialized ionized water type scrubber needed for new school coming on board in 2020.

INTERNAL SERVICES DEPARTMENT
Purchasing | Property | Contracts | Records Management Divisions
 241 Trumbo Road | Key West, FL 33040 | O: (305) 293-1400 | F: (305) 293-1408
www.KeysSchools.com

This page left intentionally blank.

RFP 2019914 – Custodial Services

**District School Board of Monroe County
Internal Services Department / Purchasing Division**

PROPOSAL FORM

RFP 2019914 – Custodial Services

BID DUE /BID OPENING DATE/TIME: MARCH 13, 2019 AT 9:00 AM

RETURN ONE (1) SIGNED ORIGINAL, FOUR (4) COPIES, AND ONE (1) ELECTRONIC COPY (PDF FORMAT) OF THE PROPOSAL. NO OTHER PROPOSAL FORM WILL BE ACCEPTED

PLEASE BE SURE THAT THE NAME OF YOUR COMPANY APPEARS ON EACH PAGE OF THIS PROPOSAL FORM.

IF SIGNED BY AN AGENT OF NAMED COMPANY WRITTEN EVIDENCE FROM THE OWNER OF RECORD OF HIS/HER AUTHORITY MUST ACCOMPANY THIS PROPOSAL.

ABM Industry Groups, LLC

NAME OF COMPANY

6478 Hwy 90, Suite E, Milton, FL 32570

ADDRESS OF COMPANY

Trey Brock

PRINT NAME OF AUTHORIZED SIGNATURE

trey.brock@abm.com

EMAIL ADDRESS

850-564-2020

TELEPHONE No.

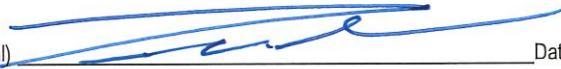
850-398-4038

FAX

Proposal Certification

I hereby certify that: I am submitting the following information as my firm's (proposer) proposal and am authorized by proposer to do so; proposer agrees to complete and unconditional acceptance of the contents of Pages 1 through 58 inclusive of this Request for Proposal, and all appendices and the contents of any Addenda released hereto; proposer agrees to be bound to any and all specifications, terms and conditions contained in the Request for Proposal, and any released Addenda and understand that the following are requirements of this RFP and failure to comply will result in disqualification of proposal submitted; proposer has not divulged, discussed, or compared the proposal with other proposers and has not colluded with any other proposer or party to any other proposal; proposer acknowledges that all information contained herein is part of the public domain as defined by the State of Florida Sunshine and Public Records Laws; all responses, data and information contained in this proposal are true and accurate.

Signature of
Proposer's Authorized Representative (blue ink preferred on original)



Date 3/11/2019

Name of Proposer's Authorized Representative Trey Brock

Title of Proposer's Authorized Representative Sr. Vice President

RFP 2019914 – Custodial Services

ACKNOWLEDGMENT OF ADDENDUM

As the person authorized to sign the statement, I certify that this firm acknowledges any and all addendum that may have been issued as part of this bid. All addendum are issued via www.demandstar.com.

ADDENDUM NO. 1 DATED 3/5/19

ADDENDUM NO. ____ DATED _____

ADDENDUM NO. ____ DATED _____

ADDENDUM NO. ____ DATED _____

ADDENDUM NO. ____ DATED _____

ADDENDUM NO. ____ DATED _____

Date: 3/11/19



Applicant's Signature

RFP 2019914 – Custodial Services

CONTRACTOR RULES

The following is a list of rules that contractors/vendors and their personnel must adhere to while working on Monroe County School projects. Failure of the contractor/vendor to abide by the rules will result in the violators being removed from the job site. All costs resulting from this will be the responsibility of the contractor/vendor. Please sign these rules and indicate the contractor/vendor's agreement to follow them.

- Casual communications by contract/vendor personnel with students, staff, or faculty is prohibited.
- Convicted felons and employees with a past history of child abuse or molestation shall not be used on Monroe County School projects.
- The schools are "Drug Free Zones," use or possession of illegal substances and alcohol in any form are prohibited.
- The schools are "Tobacco Free," no tobacco use is permitted on the school campus, in parking lots, or inside school restrooms.
- Vulgar language or gestures discernible to students or school staff is prohibited.
- Fighting or physically abusive actions of a similar nature are prohibited.
- Appropriate and modest attire is required while working on school campus. Revealing clothing will not be permitted.
- Clean up of work area is required on a daily basis. Hazardous materials shall not be put in school trash receptacles.
- Work that may be disruptive to the school shall be scheduled with the school administration or done after normal school hours.
- Pets are not allowed on campus.



Signature

3/11/2019

Date

Trey Brock, Sr. Vice President

Printed Name

RFP 2019914 – Custodial Services

DEBARMENT CERTIFICATION

“The bidder certifies that, neither the firm nor any person associated therewith in the capacity of owner, partner, director, officer, principal, investigator, project director, manager, auditor, and/or position involving the administration of federal funds:

(a) Is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions, as defined in 49 CFR s29.110(a), by any federal department or agency;

(b) Has within a three-year period preceding this certification been convicted of or had a civil judgment rendered against it for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a federal, state, or local government transaction or public contract; violation of federal or state antitrust statutes; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Is presently indicted for or otherwise criminally or civilly charged by a federal, state, or local Governmental entity with commission of any of the offenses enumerated in paragraph (b) of this certification; and

(d) Has within a three-year period preceding this certification had one or more federal, state, or local government public transactions terminated for cause or default.

The bidder certifies that it shall not knowingly enter into any transaction with any subcontractor, material supplier, or vendor who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this project by any federal agency.

Dated this 11th day of March, 2019.

By 
Authorized Signature/Contractor

Trey Brock, Sr. Vice President
Typed Name/Title

ABM Industry Groups, LLC
Contractor's Firm Name

6478 Hwy 90, Suite E
Street Address

Milton, FL 32570
City/State/Zip Code

850-564-2020
Area Code/Telephone Number

RFP 2019914 – Custodial Services

IDENTICAL TIE PROPOSALS

Preference shall be given to businesses with drug-free workplace programs. Whenever two or more of a proposal, which are equal with respect to price, quality, and service, are received by the State or by any political subdivision for the procurement of commodities or contractual services, an proposal received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing tie proposals will be followed if none of the tie vendors have a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violation of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under proposal a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under proposal, the employees will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements



Vendor's Signature

RFP 2019914 – Custodial Services

NON-COLLUSION AFFIDAVIT

I, Trey Brock of the City of Milton according to law on my oath, and under penalty of perjury, depose and say that;

1) I am Sr. Vice President of ABM Industry Groups, LLC, the bidder making the proposal for the project described as follows:

RFP 2019914 - Custodial Services

2) The prices in this proposal have been arrived at independently without collusion, consultation, communication or agreement for the purpose of restricting competition, as to any matter relating to such prices with any other bidder with any competitor;

3) Unless otherwise required by law, the prices which have been quoted in this proposal have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to proposal opening, directly or indirectly, to any other bidder to any competitor; and

4) No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit, or not to submit, an proposal for the purpose of restricting competition;

5) The statements contained in this affidavit are true and correct, and made with full knowledge that Monroe County School District relies upon the truth of the statements contained in this affidavit in awarding contracts for said project.

[Signature]
Signature of Authorized Representative

3/11/2019
Date

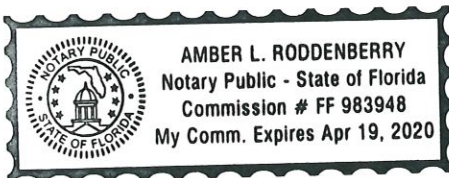
STATE OF Florida

COUNTY OF Santa Rosa

PERSONALLY APPEARED BEFORE ME, the undersigned authority, Trey Brock who, X being personally known, ___ or having produced ___ as identification, and after first being sworn by me, affixed his/her signature in the space provided above on this 11th day of March, 20 19.

[Signature]
NOTARY PUBLIC

April 19, 2020
My Commission Expires:



RFP 2019914 – Custodial Services

MONROE COUNTY SCHOOL DISTRICT
BUSINESS/PERSONAL RELATIONSHIP DISCLOSURE AFFIDAVIT

I, Trey Brock, of the City/Township/Parrish of Milton, State of Florida, and according to law on my oath, and under penalty of perjury, depose and say that;

1) I am the authorized representative of the company or entity making a proposal for a project described as follows:
Name of company/vendor: ABM Industry Groups, LLC
Nature of services presently being offered to School District: Custodial Services

2) I have (OR) I have not at any time prior to this application, had a **business relationship** with any employee or board member of the School District of Monroe County, Florida.

IF YOU ANSWER I HAVE: Please list details of the relationship including the employee or board member's name with whom you have done business, the type of work that was performed and the years worked. N/A

3) I have (OR) I DO NOT have a **personal relationship** (this includes family) with an employee of OR a board member of the School District of Monroe County, Florida.

IF YOU ANSWER I HAVE: Please list details of the relationship including the employee(s) or board member(s) name with whom you are related, and your ties to that person (spouse, mother, brother, cousin, or related by marriage, partners, etc.) N/A

The statements contained in this affidavit are true and correct, and made with full knowledge that The School Board of Monroe County, Florida, relies upon the truth of the statements contained in this affidavit in awarding contracts for the subject project. I hereby agree to keep the School District of Monroe County, Florida, informed of any change to the information contained herein. I further understand and agree that discovery of any undisclosed relationship can and will lead to termination of any ongoing contracts, and may potentially lead to me being banned from conducting future business with the school district.

3/11/2019
Date

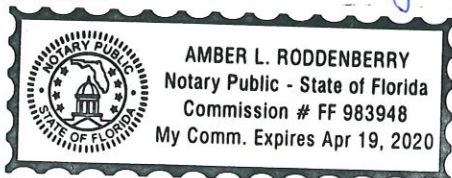
[Signature]
(Signature of Authorized Representative)

STATE OF Florida
COUNTY OF Santa Rosa

PERSONALLY APPEARED BEFORE ME, the undersigned authority, Trey Brock who, being personally known, or having produced _____ as identification, and after first being sworn by me, affixed his/her signature in the space provided above on this 11th day of March 20 19.

Amber L. Roddenberry
NOTARY PUBLIC

April 19, 2020
My commission expires:



RFP 2019914 – Custodial Services

DRUG FREE WORKPLACE FORM

The undersigned vendor in accordance with Florida Statute 287.087 hereby certifies that:

ABM Industry Groups, LLC

(Name of Business)

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in section (1).
4. In the statement specified in section (1), notify the employees that, as a condition of working on the commodities or contractual services that are under proposal, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 (Florida Statutes) or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, or any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.



Applicant's Signature

3/11/2019

Date

Request for Taxpayer Identification Number and Certification

Give Form to the
 requester. Do not
 send to the IRS.

Print or type See Specific Instructions on page 2.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. ABM Industry Groups, LLC
	2 Business name/disregarded entity name, if different from above <small>DBAs: ABM Onsite Services - Midwest; ABM Janitorial Services; ABM Facility Services; ABM Parking Services; ABM B&I; ABM High Tech; ABM Education; ABM Healthcare; ABM Industrial and Manufacturing; ABM Sports & Entertainment;</small>
	3 Check appropriate box for federal tax classification; check only one of the following seven boxes: <input checked="" type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ <small>Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner.</small> <input type="checkbox"/> Other (see instructions) ▶ _____ <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate
	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>
	5 Address (number, street, and apt. or suite no.) 14141 Southwest FWY, Suite 400
	6 City, state, and ZIP code Sugar Land, TX 77478
	7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number										
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; height: 20px;"></td> <td style="width: 25%; height: 20px;"></td> <td style="width: 25%; height: 20px;"></td> <td style="width: 25%; height: 20px;"></td> </tr> </table>										
or										
Employer identification number										
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 12.5%; height: 20px; text-align: center;">9</td> <td style="width: 12.5%; height: 20px; text-align: center;">5</td> <td style="width: 12.5%; height: 20px; text-align: center;">-</td> <td style="width: 12.5%; height: 20px; text-align: center;">2</td> <td style="width: 12.5%; height: 20px; text-align: center;">4</td> <td style="width: 12.5%; height: 20px; text-align: center;">9</td> <td style="width: 12.5%; height: 20px; text-align: center;">5</td> <td style="width: 12.5%; height: 20px; text-align: center;">5</td> <td style="width: 12.5%; height: 20px; text-align: center;">5</td> <td style="width: 12.5%; height: 20px; text-align: center;">6</td> </tr> </table>	9	5	-	2	4	9	5	5	5	6
9	5	-	2	4	9	5	5	5	6	

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here	Signature of U.S. person ▶	Date ▶ 2/3/17
------------------	----------------------------	----------------------

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.

By signing the filled-out form, you:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
- Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

RFP 2019914 – Custodial Services

Monroe County School District
Vendor Information Sheet

Vendor Name: ABM Industry Groups, LLC

Federal EIN/SSN: 95-2495556

Primary Address: 6478 Hwy 90
Suite E
Milton, FL 32570

Payment Address: PO Box 419860
Boston, MA 02241-9860

Contact Name: Cary Pierce

Phone: 850-564-2021 ext. _____

Fax: 850-398-4038

E-Mail: abm.billing@abm.com

Staffing by Site

As the incumbent service provider, ABM has an intimate knowledge of what it will take to provide the services needed. The proposed staffing level was determined using input from Monroe County School District, APPA Level 1 and 2 standards and previous knowledge and experience of servicing the account. In addition to researching and applying the afore mentioned standards, ABM also utilized the Economic Research Institute (ERI) and gathered salary data from Marathon, Key West, Key Largo, and Tavernier for the positions of Day Porter, Lead Custodian, and Custodian. Once the data was gathered it was analyzed and compared to current wage rates in the Monroe County School District contract. It was determined that ABM would have to increase wage rates to attract and maintain quality employees at each position. The following pages will represent the staffing plan with average wage rates, schedules and FTE count per school, as well as the ERI data and APPA Standards.

<u>School and Position</u>	<u>Schedule</u>	<u>Proposed Avg Pay Rates</u>	
<u>Key Largo School</u>	-		
Lead	3:00-11:30 pm	Custodial Lead	\$15.00/hr
Day Porter	7:00-3:30 pm	Day Porter	\$14.00/hr
Cleaner	3:00-11:30 pm	Custodian	\$12.00/hr
Cleaner	3:00-11:30 pm		
Cleaner	3:00-11:30 pm		
Cleaner	3:00-11:30 pm		
Cleaner	3:00-11:30 pm		
Cleaner	3:00-11:30 pm		
<u>Coral Shores High School</u>	-		
Lead	2:30-11:00 pm		
Day Porter	6:00-2:30 pm		
Cleaner	2:30-11:00 pm		
Cleaner	2:30-11:00 pm		
Cleaner	2:30-11:00 pm		
Cleaner	2:30-11:00 pm		
Cleaner	2:30-11:00 pm		
<u>Plantation Key School</u>	-		
Lead	2:30 -11:00 pm		
Day Porter	6:00-2:30 pm		
Cleaner	2:30 -11:00 pm		
Cleaner	2:30 -11:00 pm		
Cleaner	2:30 -11:00 pm		
Cleaner	6:00-11:00 p[m		

CUSTODIAL SERVICES PROPOSAL

<u>Marathon High School</u>	-		
Lead	2:30 -11:00 pm		
Day Porter	6:00-2:30 pm		
Cleaner	2:30 -11:00 pm		
Cleaner	2:30 -11:00 pm		
Cleaner	2:30 -11:00 pm		
Cleaner	2:30 -11:00 pm		
Cleaner	2:30 -11:00 pm		
<u>Switlik Elementary</u>	-		
Lead	2:30 -11:00 pm		
Day Porter	6:00-2:30 pm		
Cleaner	2:30 -11:00 pm		
Cleaner	1:00-7:30 pm		
Cleaner	2:30 - 9:00 pm		
<u>Key West High School</u>	-		
Lead	2:00 - 10:30 pm		
Day Porter	6:00-2:30 pm		
Mid Day Porter	11:00 - 7:30 pm		
Cleaner	2:00 - 10:30 pm		
Cleaner	2:00 - 10:30 pm		
Cleaner	2:00 - 10:30 pm		
Cleaner	2:00 - 10:30 pm		
Cleaner	2:00 - 10:30 pm		
Cleaner	6:00-10:00 pm		
Cleaner	3:00 - 9:30 pm		
<u>MCSD Admin Office/TRM</u>			
Cleaner	2:00 - 10:30 pm		
Cleaner	2:00 - 10:30 pm		
<u>Poinciana Elementary</u>	-		
Lead	2:00 - 10:30 pm		
Day Porter	6:00-2:30 pm		
Cleaner	2:00 - 10:30 pm		
Cleaner	2:00 - 10:30 pm		
Cleaner	2:00 - 10:30 pm		
<u>Gerald Adams Elementary</u>	-		
Lead	2:00 - 10:30 pm		
Day Porter	6:00-2:30 pm		
Mid Day Porter	11:00 - 7:30 pm		
Cleaner	2:00 - 10:30 pm		

CUSTODIAL SERVICES PROPOSAL

Cleaner	2:00 - 10:30 pm		
Cleaner	5:30 - 10:00 pm		
<u>Sugarloaf Elementary</u>	-		
Lead	2:00 - 10:30 pm		
Day Porter	6:00-2:30 pm		
Mid Day Porter	11:00 - 7:30 pm		
Cleaner	2:00 - 10:30 pm		
Cleaner	2:00 - 10:30 pm		
Cleaner	2:00 - 10:30 pm		
<u>Horace O'Bryant School</u>	-		
Lead	2:00 - 10:30 pm		
Day Porter	7:00-3:30 pm		
Mid Day Porter	10:30 - 7:00 pm		
Cleaner	2:00 - 10:30 pm		
Cleaner	2:00 - 10:30 pm		
Cleaner	2:00 - 10:30 pm		
Cleaner	2:00 - 10:30 pm		
Cleaner	2:00 - 10:30 pm		
Cleaner	5:00 - 10:30 pm		
Cleaner	5:00 - 10:30 pm		
<u>Reynolds</u>			
Cleaner	6:00 - 10:00 pm		

Marathon, FL



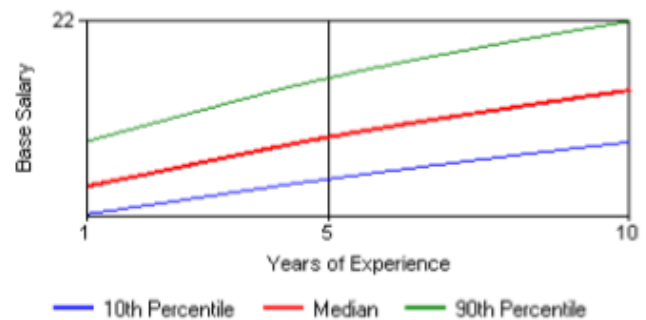
SALARY ASSESSOR® Individual Position Profile

Custodian Lead (hybrid position)

Specifications

Prepared For:
Area: Marathon, Florida
Industry: All Industries - Diversified
Industry Codes: eSIC: 0000, NAICS: 000000, usSEC: 0000
Organization Size: (Data reported by years of experience)
Annualized Salary Trend: 2.6% (Adjustment: 0.21%)
Planning Date: 2/20/2019
Database as of: 1/1/2019
eDot: N/A
SOC: N/A
Printout Date: 2/20/2019

Hourly Base Salaries Graph



(Items in bold affect salary estimates)

Estimated Survey Median Hourly Base Salaries

All Incumbent Median: \$15.89

Years of Experience	10th Percentile	25th Percentile	Median	75th Percentile	90th Percentile
10	15.63	16.86	18.34	20.24	21.93
7	14.54	15.63	16.95	18.69	20.28
5	13.72	14.71	15.89	17.50	18.97
3	12.81	13.64	14.65	16.08	17.40
1	11.89	12.56	13.35	14.56	15.67



SALARY ASSESSOR® Individual Position Profile

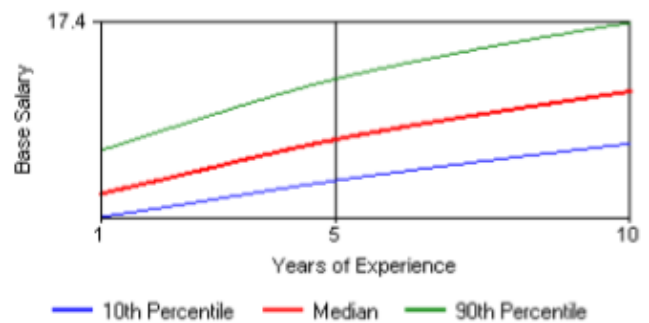
Custodian

Specifications

Prepared For:
Area: Marathon, Florida
Industry: All Industries - Diversified

Industry Codes: eSIC: 0000, NAICS: 000000, usSEC: 0000
Organization Size: (Data reported by years of experience)
Annualized Salary Trend: 2.4% (Adjustment: 0.2%)
Planning Date: 2/20/2019
Database as of: 1/1/2019
eDot: 382664010
SOC: 372011
Printout Date: 2/20/2019

Hourly Base Salaries Graph



(Items in bold affect salary estimates)

Estimated Survey Median Hourly Base Salaries

All Incumbent Median: \$12.94

Years of Experience	10th Percentile	25th Percentile	Median	75th Percentile	90th Percentile
10	12.78	13.67	14.75	16.13	17.34
7	11.99	12.77	13.74	15.02	16.18
5	11.40	12.09	12.94	14.12	15.22
3	10.71	11.26	11.95	12.99	13.95
1	10.02	10.42	10.90	11.74	12.52



SALARY ASSESSOR®
Individual Position Profile

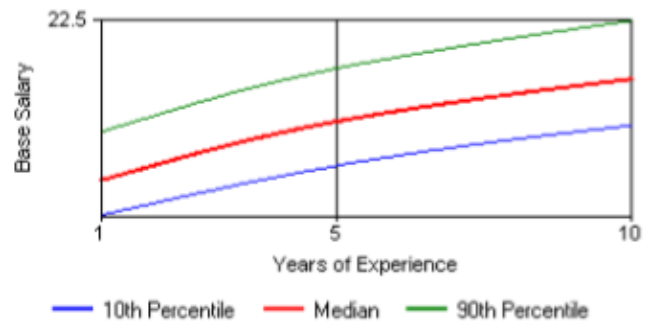
Cleaner Commercial or Institutional

Specifications

Prepared For:
Area: Marathon, Florida
Industry: All Industries - Diversified

Industry Codes: eSIC: 0000, NAICS: 000000, usSEC: 0000
Organization Size: (Data reported by years of experience)
Annualized Salary Trend: 2.5% (Adjustment: 0.21%)
Planning Date: 2/20/2019
Database as of: 1/1/2019
eDot: 381687014
SOC: 372011
Printout Date: 2/20/2019

Hourly Base Salaries Graph



(Items in bold affect salary estimates)

Estimated Survey Median Hourly Base Salaries

All Incumbent Median: \$17.17

Years of Experience	10th Percentile	25th Percentile	Median	75th Percentile	90th Percentile
10	16.95	18.11	19.37	20.99	22.42
7	15.80	16.94	18.17	19.71	21.04
5	14.85	15.94	17.17	18.66	19.93
3	13.63	14.61	15.79	17.22	18.45
1	12.26	13.08	14.09	15.41	16.59



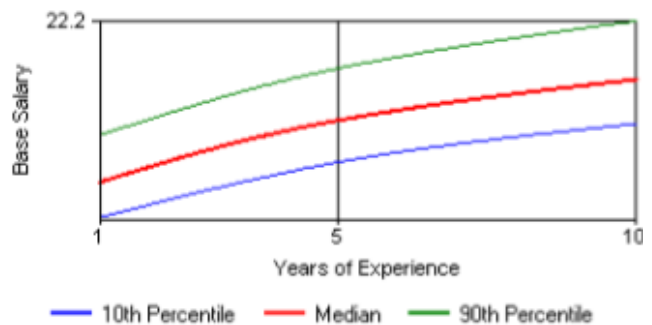
SALARY ASSESSOR®
Individual Position Profile

Handyman

Specifications

Prepared For:
Area: Marathon, Florida
Industry: All Industries - Diversified
Industry Codes: eSIC: 0000, NAICS: 000000, usSEC: 0000
Organization Size: (Data reported by years of experience)
Annualized Salary Trend: 2.4% (Adjustment: 0.2%)
Planning Date: 2/20/2019
Database as of: 1/1/2019
eDot: 899381011
SOC: 499071
Printout Date: 2/20/2019

Hourly Base Salaries Graph



(Items in bold affect salary estimates)

Estimated Survey Median Hourly Base Salaries

All Incumbent Median: \$17.34

Years of Experience	10th Percentile	25th Percentile	Median	75th Percentile	90th Percentile
10	17.17	18.19	19.33	20.83	22.18
7	16.17	17.17	18.26	19.67	20.92
5	15.30	16.27	17.34	18.69	19.87
3	14.06	14.98	16.03	17.32	18.42
1	12.59	13.38	14.33	15.54	16.60

Key Largo, FL



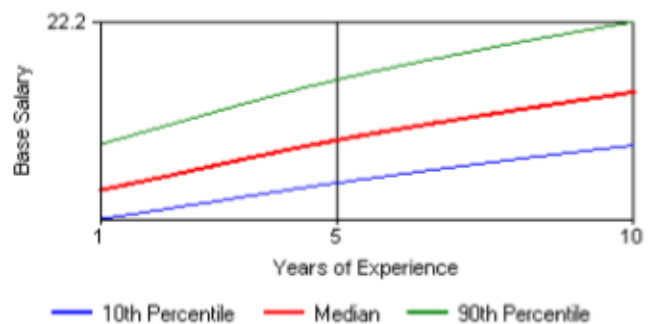
SALARY ASSESSOR® Individual Position Profile

Custodian Lead (hybrid position)

Specifications

Prepared For:
Area: Key Largo, Florida
Industry: All Industries - Diversified
Industry Codes: eSIC: 0000, NAICS: 000000, usSEC: 0000
Organization Size: (Data reported by years of experience)
Annualized Salary Trend: 2.6% (Adjustment: 0.21%)
Planning Date: 2/20/2019
Database as of: 1/1/2019
eDot: N/A
SOC: N/A
Printout Date: 2/20/2019

Hourly Base Salaries Graph



(Items in bold affect salary estimates)

Estimated Survey Median Hourly Base Salaries

All Incumbent Median: \$16.09

Years of Experience	10th Percentile	25th Percentile	Median	75th Percentile	90th Percentile
10	15.82	17.07	18.56	20.48	22.18
7	14.71	15.82	17.16	18.92	20.51
5	13.89	14.88	16.09	17.71	19.20
3	12.95	13.81	14.83	16.27	17.61
1	12.01	12.70	13.51	14.74	15.86



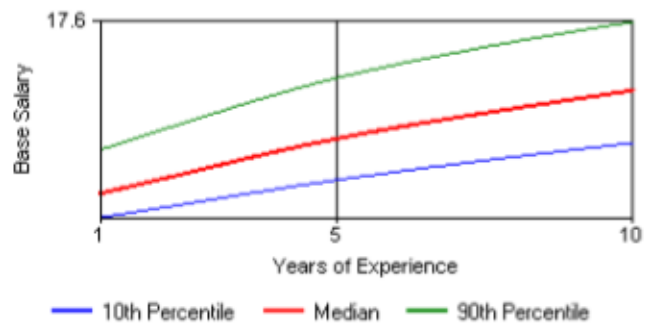
SALARY ASSESSOR® Individual Position Profile

Custodian

Specifications

Prepared For:
Area: Key Largo, Florida
Industry: All Industries - Diversified
Industry Codes: eSIC: 0000, NAICS: 000000, usSEC: 0000
Organization Size: (Data reported by years of experience)
Annualized Salary Trend: 2.4% (Adjustment: 0.2%)
Planning Date: 2/20/2019
Database as of: 1/1/2019
eDot: 382664010
SOC: 372011
Printout Date: 2/20/2019

Hourly Base Salaries Graph



(Items in bold affect salary estimates)

Estimated Survey Median Hourly Base Salaries

All Incumbent Median: \$13.11

Years of Experience	10th Percentile	25th Percentile	Median	75th Percentile	90th Percentile
10	12.94	13.84	14.94	16.32	17.54
7	12.14	12.93	13.91	15.20	16.38
5	11.54	12.24	13.11	14.30	15.40
3	10.83	11.40	12.10	13.15	14.13
1	10.11	10.53	11.03	11.88	12.68



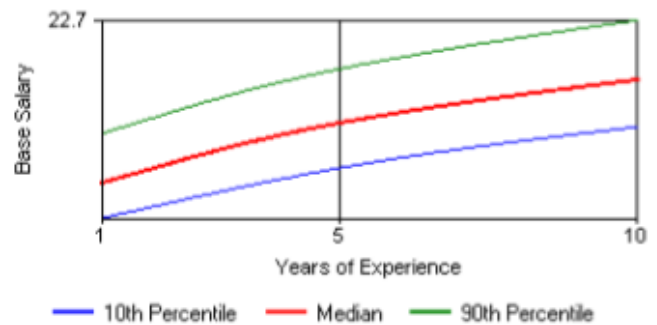
SALARY ASSESSOR®
Individual Position Profile

Cleaner Commercial or Institutional

Specifications

Prepared For:
Area: Key Largo, Florida
Industry: All Industries - Diversified
Industry Codes: eSIC: 0000, NAICS: 000000, usSEC: 0000
Organization Size: (Data reported by years of experience)
Annualized Salary Trend: 2.5% (Adjustment: 0.21%)
Planning Date: 2/20/2019
Database as of: 1/1/2019
eDot: 381687014
SOC: 372011
Printout Date: 2/20/2019

Hourly Base Salaries Graph



(Items in bold affect salary estimates)

Estimated Survey Median Hourly Base Salaries

All Incumbent Median: \$17.37

Years of Experience	10th Percentile	25th Percentile	Median	75th Percentile	90th Percentile
10	17.15	18.33	19.60	21.24	22.68
7	15.99	17.14	18.39	19.94	21.29
5	15.03	16.13	17.37	18.87	20.16
3	13.80	14.79	15.98	17.42	18.67
1	12.41	13.24	14.26	15.59	16.79



SALARY ASSESSOR® Individual Position Profile

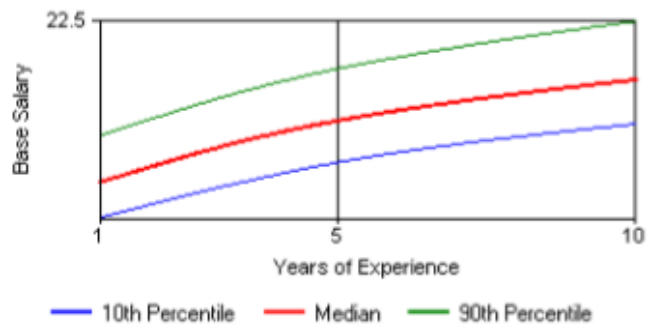
Page 1 of 2

Handyman

Specifications

Prepared For:
Area: Key Largo, Florida
Industry: All Industries - Diversified
Industry Codes: eSIC: 0000, NAICS: 000000, usSEC: 0000
Organization Size: (Data reported by years of experience)
Annualized Salary Trend: 2.4% (Adjustment: 0.2%)
Planning Date: 2/20/2019
Database as of: 1/1/2019
eDot: 899381011
SOC: 499071
Printout Date: 2/20/2019

Hourly Base Salaries Graph



(Items in bold affect salary estimates)

Estimated Survey Median Hourly Base Salaries

All Incumbent Median: \$17.55

Years of Experience	10th Percentile	25th Percentile	Median	75th Percentile	90th Percentile
10	17.37	18.41	19.56	21.08	22.43
7	16.36	17.37	18.47	19.90	21.17
5	15.48	16.46	17.55	18.91	20.10
3	14.23	15.16	16.22	17.52	18.64
1	12.75	13.54	14.50	15.73	16.79

Key West, FL



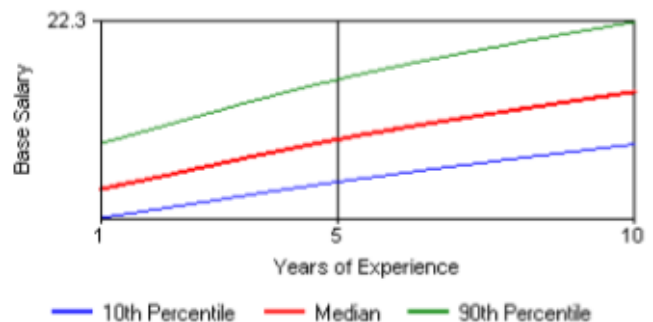
SALARY ASSESSOR® Individual Position Profile

Custodian Lead (hybrid position)

Specifications

Prepared For:
Area: Key West, Florida
Industry: All Industries - Diversified
Industry Codes: eSIC: 0000, NAICS: 000000, usSEC: 0000
Organization Size: (Data reported by years of experience)
Annualized Salary Trend: 2.6% (Adjustment: 0.21%)
Planning Date: 2/20/2019
Database as of: 1/1/2019
eDot: N/A
SOC: N/A
Printout Date: 2/20/2019

Hourly Base Salaries Graph



(Items in bold affect salary estimates)

Estimated Survey Median Hourly Base Salaries

All Incumbent Median: \$16.11

Years of Experience	10th Percentile	25th Percentile	Median	75th Percentile	90th Percentile
10	15.84	17.09	18.59	20.50	22.21
7	14.74	15.84	17.18	18.94	20.54
5	13.91	14.91	16.11	17.73	19.22
3	12.97	13.83	14.86	16.30	17.63
1	12.03	12.72	13.53	14.76	15.89



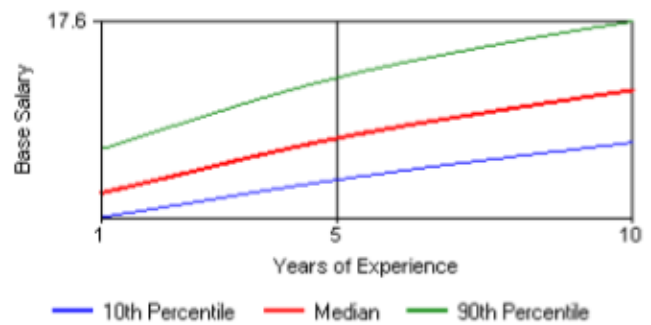
SALARY ASSESSOR®
Individual Position Profile

Custodian

Specifications

Prepared For:
Area: Key West, Florida
Industry: All Industries - Diversified
Industry Codes: eSIC: 0000, NAICS: 000000, usSEC: 0000
Organization Size: (Data reported by years of experience)
Annualized Salary Trend: 2.4% (Adjustment: 0.2%)
Planning Date: 2/20/2019
Database as of: 1/1/2019
eDot: 382664010
SOC: 372011
Printout Date: 2/20/2019

Hourly Base Salaries Graph



(Items in bold affect salary estimates)

Estimated Survey Median Hourly Base Salaries

All Incumbent Median: \$13.13

Years of Experience	10th Percentile	25th Percentile	Median	75th Percentile	90th Percentile
10	12.96	13.86	14.96	16.35	17.57
7	12.16	12.95	13.94	15.23	16.41
5	11.56	12.26	13.13	14.32	15.43
3	10.84	11.41	12.12	13.17	14.15
1	10.13	10.54	11.04	11.90	12.70



SALARY ASSESSOR® Individual Position Profile

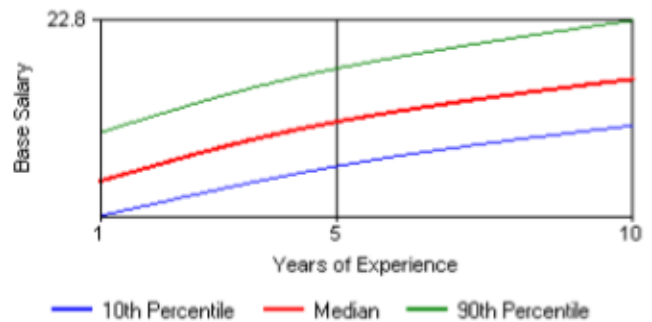
Page 1 of 2

Cleaner Commercial or Institutional

Specifications

Prepared For:
Area: Key West, Florida
Industry: All Industries - Diversified
Industry Codes: eSIC: 0000, NAICS: 000000, usSEC: 0000
Organization Size: (Data reported by years of experience)
Annualized Salary Trend: 2.5% (Adjustment: 0.21%)
Planning Date: 2/19/2019
Database as of: 1/1/2019
eDot: 381687014
SOC: 372011
Printout Date: 2/19/2019

Hourly Base Salaries Graph



(Items in bold affect salary estimates)

Estimated Survey Median Hourly Base Salaries

All Incumbent Median: \$17.40

Years of Experience	10th Percentile	25th Percentile	Median	75th Percentile	90th Percentile
10	17.18	18.36	19.64	21.28	22.72
7	16.02	17.17	18.42	19.98	21.33
5	15.06	16.16	17.40	18.91	20.20
3	13.82	14.82	16.01	17.46	18.70
1	12.43	13.26	14.29	15.62	16.82



SALARY ASSESSOR® Individual Position Profile

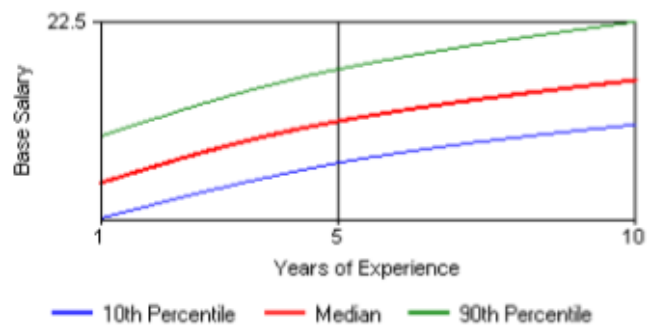
Page 1 of 2

Handyman

Specifications

Prepared For:
Area: Key West, Florida
Industry: All Industries - Diversified
Industry Codes: eSIC: 0000, NAICS: 000000, usSEC: 0000
Organization Size: (Data reported by years of experience)
Annualized Salary Trend: 2.4% (Adjustment: 0.2%)
Planning Date: 2/19/2019
Database as of: 1/1/2019
eDot: 899381011
SOC: 499071
Printout Date: 2/19/2019

Hourly Base Salaries Graph



(Items in bold affect salary estimates)

Estimated Survey Median Hourly Base Salaries

All Incumbent Median: \$17.58

Years of Experience	10th Percentile	25th Percentile	Median	75th Percentile	90th Percentile
10	17.40	18.44	19.59	21.11	22.47
7	16.39	17.40	18.51	19.94	21.21
5	15.51	16.49	17.58	18.95	20.14
3	14.25	15.19	16.25	17.55	18.67
1	12.77	13.57	14.53	15.75	16.82

Tavernier, FL



SALARY ASSESSOR®
Individual Position Profile

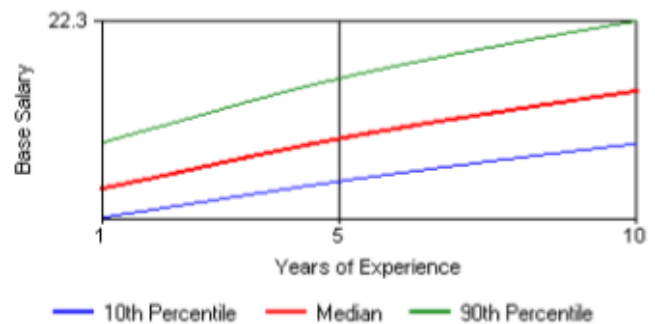
Custodian Lead (hybrid position)

Specifications

Prepared For:
Area: Tavernier, Florida
Industry: All Industries - Diversified

Industry Codes: eSIC: 0000, NAICS: 000000, usSEC: 0000
Organization Size: (Data reported by years of experience)
Annualized Salary Trend: 2.6% (Adjustment: 0.21%)
Planning Date: 2/20/2019
Database as of: 1/1/2019
eDot: N/A
SOC: N/A
Printout Date: 2/20/2019

Hourly Base Salaries Graph



(Items in bold affect salary estimates)

Estimated Survey Median Hourly Base Salaries

All Incumbent Median: \$16.15

Years of Experience	10th Percentile	25th Percentile	Median	75th Percentile	90th Percentile
10	15.89	17.14	18.64	20.55	22.26
7	14.77	15.89	17.23	18.99	20.59
5	13.95	14.95	16.15	17.78	19.27
3	13.00	13.86	14.89	16.34	17.68
1	12.05	12.75	13.56	14.80	15.93



SALARY ASSESSOR®
Individual Position Profile

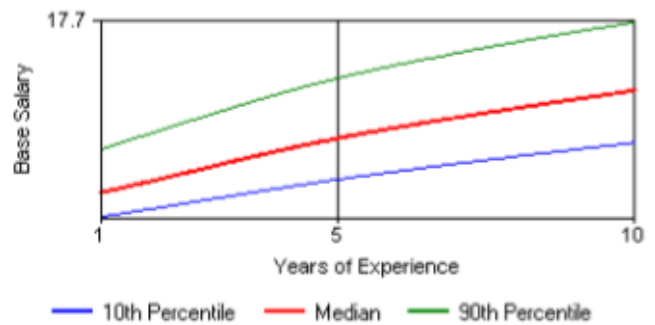
Custodian

Specifications

Prepared For:
Area: Tavernier, Florida
Industry: All Industries - Diversified

Industry Codes: eSIC: 0000, NAICS: 000000, usSEC: 0000
Organization Size: (Data reported by years of experience)
Annualized Salary Trend: 2.4% (Adjustment: 0.2%)
Planning Date: 2/20/2019
Database as of: 1/1/2019
eDot: 382664010
SOC: 372011
Printout Date: 2/20/2019

Hourly Base Salaries Graph



(Items in bold affect salary estimates)

Estimated Survey Median Hourly Base Salaries

All Incumbent Median: \$13.16

Years of Experience	10th Percentile	25th Percentile	Median	75th Percentile	90th Percentile
10	12.99	13.90	15.00	16.39	17.61
7	12.19	12.99	13.97	15.26	16.44
5	11.59	12.29	13.16	14.36	15.47
3	10.87	11.44	12.15	13.20	14.19
1	10.15	10.57	11.07	11.93	12.73



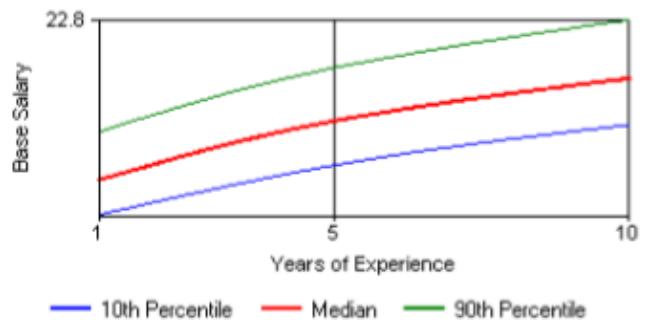
SALARY ASSESSOR®
Individual Position Profile

Cleaner Commercial or Institutional

Specifications

Prepared For:
Area: Tavernier, Florida
Industry: All Industries - Diversified
Industry Codes: eSIC: 0000, NAICS: 000000, usSEC: 0000
Organization Size: (Data reported by years of experience)
Annualized Salary Trend: 2.5% (Adjustment: 0.21%)
Planning Date: 2/20/2019
Database as of: 1/1/2019
eDot: 381687014
SOC: 372011
Printout Date: 2/20/2019

Hourly Base Salaries Graph



(Items in bold affect salary estimates)

Estimated Survey Median Hourly Base Salaries

All Incumbent Median: \$17.44

Years of Experience	10th Percentile	25th Percentile	Median	75th Percentile	90th Percentile
10	17.22	18.40	19.68	21.32	22.78
7	16.06	17.20	18.46	20.02	21.37
5	15.09	16.20	17.44	18.95	20.25
3	13.85	14.85	16.04	17.49	18.74
1	12.46	13.30	14.32	15.66	16.85



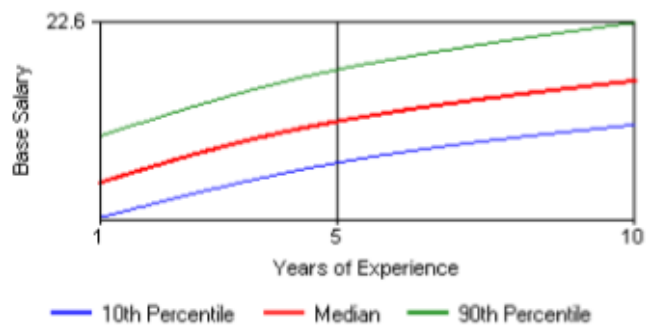
SALARY ASSESSOR®
Individual Position Profile

Handyman

Specifications

Prepared For:
Area: Tavernier, Florida
Industry: All Industries - Diversified
Industry Codes: eSIC: 0000, NAICS: 000000, usSEC: 0000
Organization Size: (Data reported by years of experience)
Annualized Salary Trend: 2.4% (Adjustment: 0.2%)
Planning Date: 2/20/2019
Database as of: 1/1/2019
eDot: 899381011
SOC: 499071
Printout Date: 2/20/2019

Hourly Base Salaries Graph



(Items in bold affect salary estimates)

Estimated Survey Median Hourly Base Salaries

All Incumbent Median: \$17.62

Years of Experience	10th Percentile	25th Percentile	Median	75th Percentile	90th Percentile
10	17.44	18.48	19.64	21.16	22.53
7	16.43	17.44	18.55	19.98	21.25
5	15.54	16.53	17.62	18.99	20.18
3	14.29	15.22	16.28	17.59	18.71
1	12.80	13.60	14.56	15.79	16.86

This page left intentionally blank.

Custodial Program

Standard Cleaning Specifications

ABM acknowledges the cleaning specifications in RFP 2019914, Custodial Services. We commit to working closely with Monroe County School District to establish custom specifications that include elements of APPA 1 and 2.



APPA Standards

APPA standards have become an invaluable tool in the planning, execution and measurement of Monroe County School District. Because they cover both appearance and health, they are ideal for auditing the quality of our services.

It is our goal to maintain at least Level 2 – Ordinary Tidiness standards on all sites.

Level 1 – Orderly Spotlessness

- Floors and base moldings shine and /or are bright and clean; colors are fresh. There is no buildup in corners or along walls.
- All vertical and horizontal surfaces have a freshly cleaned or polished appearance and have no accumulation of dust, dirt, marks, streaks, smudges, or fingerprints. Lights all work and fixtures are clean.
- Washrooms and shower fixtures and tile gleam and are odor-free. Supplies are adequate.
- Trash containers and pencil sharpeners hold only daily waste, are clean and odor-free.

Level 2 – Orderly Tidiness

- Floors and base moldings shine and/or are bright and clean. There is no buildup in corners or along walls. But there can be up to two days' worth of dust, dirt, stains or streaks.
- All vertical and horizontal surfaces are clean, but marks, dust smudges and fingerprints are noticeable upon close observation. Lights all work and fixtures are clean.
- Washrooms and shower fixtures and tile gleam and are odor-free. Supplies are adequate.
- Trash containers and pencil sharpeners hold only daily waste, are clean and odor-free.

EDUCATION



We service and maintain **150+** campuses and **400+** school districts

We clean **1+ billion sq. ft.** of education space annually

Over **90 years'** experience serving Education clients nationwide

Key Initiatives

The key initiatives outlined below are not intended to be comprehensive but rather are noted to highlight several essential elements of our Custodial Services program that will be tailored specifically for Monroe County School District.

Standard Cleaning Procedures

With significant input from the school, we can develop and implement a set of standard cleaning procedures used at all levels. Our managers will train staff on these procedures, and managers and school personnel can use them as a baseline for quality control site inspections and performance audits.

First Impression Areas

First impression areas are critical to students, faculty, staff and visitors. We typically implement a rotation-based sequence of cleaning for entrances, lobbies, restrooms, hallways and other common areas most frequently visited. This results in great first impressions areas that are clean, tidy, odor-free and stocked with necessary supplies.

Floor Care Regimen

While well-maintained floor surfaces provide a positive aesthetic, the ultimate purpose of performing routine and periodic maintenance is to protect the valuable assets in which the school has invested.

We will utilize a dedicated floor care team that will follow the established floor care regimen, for both hard and soft surfaces. Carpets will be spot or fully cleaned as needed, damaged tiles will be identified and reported appropriately, and floors will be stripped and refinished periodically with routine burnishing and coating performed, again, to protect the investment in surfaces.



Summer/Winter/Break Cleaning

We have established protocols for project cleaning and special events. These occur during times when schools are closed for breaks (Winter/Summer), as well as during normal school sessions. We will work with the School District of Beloit Turner to customize our protocols to align with the district's calendars and events.

Facilities Tours

ABM understands that a school's growth depends on first impressions – and we only have seven seconds to make a good first impression.

Green Cleaning

Sustainable Solutions for Clean & Safe Schools

The ABM GreenCare® program focuses on products, tools, equipment, processes and policies. Our program promotes a healthier environment for your building's occupants while significantly reducing the harm done to the environment. Green cleaning also preserves your capital investments (floors, furniture, etc.) because green products are less harsh than traditional products. We use environmentally preferable products and sustainable procedures following the requirements of the U.S. Green Building Council, Green Seal, Environmental Protection Agency, Environmental Choice, and the Carpet and Rug Institute, who provide nationally recognized standards for green products and procedures. Our program is overseen by Alan France, our dedicated Director of Sustainability. He is supported by LEED APs and Green Associates located throughout the country.

Basic Principles

- Focus on entryways inside and out
- Minimize particles and chemicals in the air
- Use chemical management systems
- Ensure proper vacuuming
- Focus on preventative measure
- Focus on touch-points
- Apply disinfectant in restrooms properly
- Promote safety and prevent cross-contamination



Over 461 million sf at more than 1000 client sites have implemented ABM GreenCare®

DID YOU KNOW?

We've reduced our education clients' energy use by 26.5%, saving them more than \$20+ million.



A Flexible Program to Meet Your Sustainability Goals

We've made the program flexible by offering three distinct levels. We'll help you take a more holistic approach to green cleaning, whether it's switching to green cleaning products, implementing sustainable equipment and processes or assisting with LEED certification. If you would like to select components from different levels to customize your program, we will gladly accommodate your request. We'll use our Assessment and Transition Plan Tool to assess your existing sustainability efforts and develop pricing and a transition plan to implement green cleaning.



- Green Chemicals
- Green Paper Products

- Processes and Prevention
- Microfiber, Entry Way Mats, Early Spill Notification
- Chemical Dilution
- Green Equipment

- LEED Certification Support
- Low Environmental Impact Policies
- Innovative Programs
- Occupant Responsibility and Education
- Measurement & Tracking
- Auditing

“ABM has played a key part in introducing and continuing the successful use of the District’s green cleaning program that started in 2009. The program has contributed to lower absenteeism rates. ABM continues to partner with Cherry Creek Schools to achieve the common goal of a clean and healthy environment in our school system.”

- Facilities Operations Manager
Cherry Creek School District

Chemical Cleaning Supplies

Chemical List:

Brand/Manufacturer	Product Name	Chemical Grade
Diversey	VirexII-256 Disinfectant	Hospital grade
Diversey	PerDiem GP	Pro grade
Diversey	Glance NA - Glass Cleaner	Pro grade
Essential Industries	X-Coat Nano Wax	Pro grade
Essential Industries	Xlerate Stripper	Pro grade
Essential Industries	Blue Concentrate (All Purpose)	Pro grade
Diversey	Alpha – HP (Disinfectant)	Pro grade
Diversey	Breakdown (Enzymatic Odor Digester)	Pro grade
Diversey	Prominence	Pro grade
Diversey	Stride Citrus Floor Cleaner	Pro grade
Renown	Large/Small Trash bags	Pro grade
Georgia Pacific	Renown-2-ply Toilet Paper	Green
Georgia Pacific	Envision Paper Towels	Green

This page left intentionally blank.

Transition Plan

ABM possesses a thorough understanding of the service expectations across MCSD's facilities as well as how the various facilities operate daily throughout the year. Therefore, ***there will be no disruption to the janitorial program*** or a transition period with a renewed partnership.

The company's key operations and business development management personnel walked all buildings on campus, surveying operations with a view to provide a vision for the future operation of the program to continually improve on the delivery and performance of the program based on the new RFP.

Practical Analysis

ABM's practical survey process included the following key elements:

- A thorough review of all facilities that comprise the requirements for the campus based on the RFP scope of work
- An analysis of the tasks and frequencies provided to assess the appropriate labor hours required to provide a professional quality driven program
- A physical examination of each building that allowed us to consider:
 - existing standards and conditions,
 - review hard surface/carpet floor ratios,
 - observe occupant traffic patterns,
 - accessibility concerns,
 - supply logistics,
 - shipping and receiving capabilities
 - as well as the general condition of the buildings and infrastructure components

Analytical Analysis

Once this 'practical' analysis was completed, a thorough off-site 'analytical' analysis was performed taking into consideration the following:

- Cleaning and grounds specifications and frequencies in the scope of work
- ABM's knowledge of the expectations of district stakeholders
- Our in-depth knowledge of how the program operates to support district operations
- Opportunities we observed to provide the resources to enhance and build upon the current program across the campus

ABM is confident that a tailored customized approach to delivering a superior quality-driven custodial services program will ensure ABM meets and exceeds MCSD's expectations.

CUSTODIAL SERVICES PROPOSAL

Our survey focused on critical areas as follows:

- Understanding building use, age, physical layout and floor type
- Reviewing occupant traffic patterns and concentrations throughout the day and night which is critical to understanding MCSD's custodial requirements
- Analyzing the cleaning and grounds frequencies requested and ABM's knowledge of how MCSD's campus operates
- Current day and evening staffing levels required to exceed the specifications and frequencies
- Supervision, inspections and quality control processes
- Training and safety knowledge/procedures
- Proposed staffing, equipment and supplies required to fulfill MCSD's specifications and to exceed expectations for service and quality

MCSD's facilities encompass various floor compositions including VCT, terrazzo, concrete, tile, wood and carpet to name a few. These varied floor surfaces present operational challenges and opportunities, not only for daily custodial maintenance but also for long-term preservation of floor assets.

Our program provides the man-hours, supplies, technology, training, inspection processes and quality control mechanisms to meet and exceed MCSD's expectations across all facilities.



Start-up for a New Contract Term

Tasks & Assignments		Week 1	Week 2	Week 3	Week 4	Week 5	Week 6
Renewed Contract, Insurance, Licenses							
1	Contract review and negotiation						
2	Finalize contract with CSUMB						
3	Order insurance certificate						
4	Summarize all final contract details and review with team						
5	Ensure all applicable licenses are in place						
Human Resources							
1	Review existing employees and job functions						
2	Plan any required job fairs in coordination with CSUMB for any new hire requirements						
3	Work with CSUMB to assist with communicating times and locations of job fairs as applicable						
4	Ensure human resources job fair team plan and coordinate staffing of job fair locations						
5	Conduct background checks for any new ABM hires						
6	Employee roster development and initial job scheduling						
7	New employee paperwork completion and submission to human resources						
8	Job descriptions reviewed/presented to employees						
9	Introduce and train new employees on daily time keeping procedures						
10	Update individual staff training records						
11	Implement additional training programs						
12	Implement employee recognition program						
13	Complete orientation checklist for any new hires						
14	Plan and schedule initial training, safety awareness, safe equipment handling, PPE distribution for new hires						
Office and Administrative Set Up							
1	Implement any new vendor control logs and approved procurement practices						
2	Prepare weekly review for CSUMB liaison & administration as applicable						
3	Customer Business Review - Establish members and set dates for monthly/quarterly meetings						
Safety and Regulatory Compliance							
1	Establish any new SDS booklets and distribute/post according to CSUMB policies and procedures						
2	SDS and safety rules reviewed with and issued to employees						

CUSTODIAL SERVICES PROPOSAL

Tasks & Assignments		Week 1	Week 2	Week 3	Week 4	Week 5	Week 6
3	Sign off on all employee PPE distribution						
4	Review HazMat procedures with all employees						
5	Review spill management program and procedures						
6	Review lock out-tag out procedures						
Financial Management							
1	Review new contract budget						
2	Establish new monthly budget tracking						
3	Implement payroll procedures and communicate with employees for any new hires						
Quality Control							
1	Load campus geography into SITE Quality Assurance program as applicable						
2	Implement CSUMB client survey procedures						
3	Implement SITE QA program for all campus operations						
Custodial Program							
1	Obtain floor plans for each building as required						
2	Update task assignments for each building						
3	Write and review lock out-tag out procedures						
4	Receive equipment/distribution						
5	Inventory and tag all new ABM capital equipment						
6	Implement operational log books						
7	Implement training programs						
8	Implement Safety Tips of the week						
9	Standard operating procedure implementation and roll out to team						
10	Plan initial labor scheduling for summer programs and camps						
11	Ensure all equipment and supplies on ordered, received and pre-positioned						

Quality Assurance

SITE Technology

ABM's SITE Technology platform uses tablets to make communication with Monroe County School District more extensive and immediate. The system includes:

- Marketing information on all available extra services (carpet care, floor care, lighting, etc.)
- Immediate pricing of services and approval by clients via electronic signature
- A custom inspection system
- Upload of pictures for more accurate job set-ups and help with work completion verification
- Immediate access to all billing, outstanding work orders, and contract specifications
- Client access to data via their desk computer via portal



How it Works

The tablet is carried by ABM's on-site managers. It is also used by ABM district and operations managers as they visit the property. All their day to activity from work schedules, emails, job descriptions, specifications, inspections, and work orders are operable at all times. This allows our site managers to be in the areas of service rather than in an office.

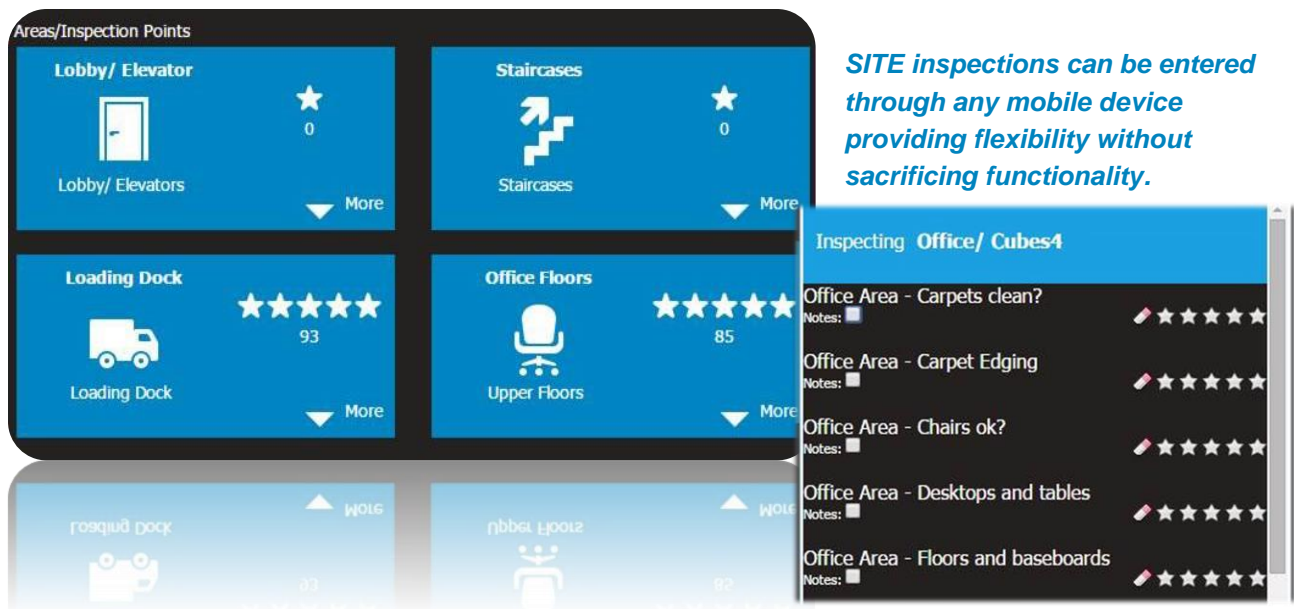
Clients attend meetings with our ABM managers and use SITE to review the services, work orders and inspections. Clients learn about various services through photography and short video vignettes that help educate clients on the many services we provide. Clients have the option to electronically sign for services immediately or have a file sent for their approval later. All correspondence is done online, the only paper copies are those made by clients that wish to maintain files.

Inspections and periodic work completion information is input by ABM site managers. Simple reports are available or can be automatically sent to our customers at a set frequency. Results are reviewed by ABM management with our customers at regular face to face meetings and quarterly business review meetings.



Inspection Tool

Inspection information is collected and logged into the quality management system by ABM site managers. Reports can be customized and are available in hard copy or can be automatically sent to our customers at a set frequency.



ABM uses a custom enterprise inspection system, designed specifically to assist in the field of facility service inspections. After many years of using “off-the-shelf” inspection software, ABM invested both time and monetary resources to create this tool for accomplishing these important areas:

- Provide recent, relevant, performance history to both ABM & clients.
- Accurately record data to the level of service performed.
- Prompt ABM personnel to review all cleaning process steps within a specific room type.
- Reduce administrative dependency to input manually collected inspection data.
- Hierarchical design that allows managers to view the performance history of the accounts they are responsible for.
- “Real-time”, readily accessible reports which allow our clients, & our site personnel, the ability to effectively analyze & extract the necessary information to maintain service performance.
- Provide trended statistical analysis from which fact-based operational decisions can be determined and/or affirmed (24 months of history remains online before being archived).
- Server-based & centrally controlled by our IT and Center of Excellence departments to ensure regular maintenance, security & updates are handled properly.
- The entire system is backed up nightly & is a part of our IT department’s disaster recovery plan.

Customers may also participate in the data collection.

CUSTODIAL SERVICES PROPOSAL

Customized to Monroe County School District’s Specifications

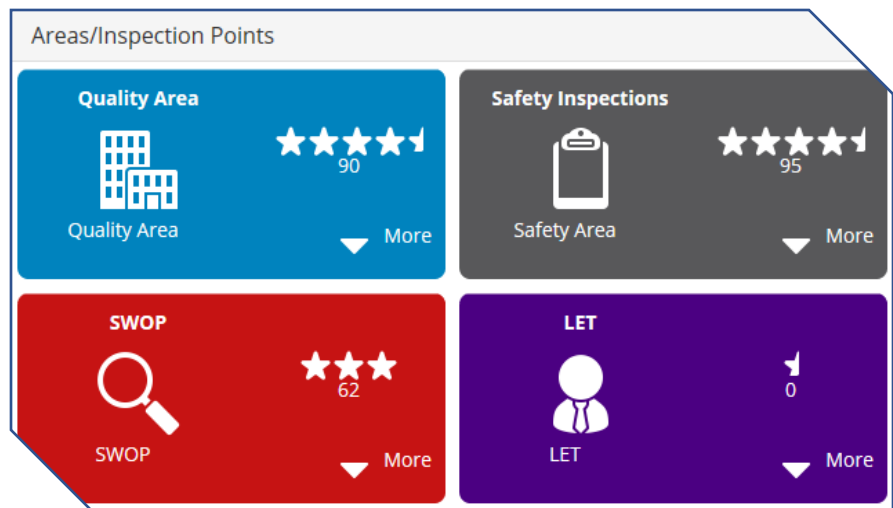
To allow the flexibility needed to inspect our diverse customer base, ABM has created 70+ customized room types, allowing us to accurately inspect any area regardless of floor surface and contract specifications. Our system easily handles the standard room types of Common Area, Classrooms and Offices, as well as those non-standard areas including ATM’s, Fountain/Statues, etc. The questions asked within these room types are the exact process steps that we use to clean those areas.

By inspecting what we expect, not only do we constantly reinforce consistent results, but we have the data to identify which processes are needing additional attention, training, monitoring, etc.

As an added value service for our customers, every room type has a maintenance question to allow our inspectors to enter in non-emergency maintenance items found in the facility, which can then be viewed online or printed immediately after the inspection is completed.



Our SITE inspection system has the scalability to handle any size facility, from sub 1,000 square foot buildings through multi-million square foot, multi-building complexes. The size and scope of the installation will vary based on the size and scope of the site.



Grading Scale

To reduce subjectivity differences, ABM uses a “Satisfactory”, “Unsatisfactory” or “Not Applicable” grading scale. Users will be grading the individual process steps that are completed to service that particular room type. The decision of “Satisfactory”, “Unsatisfactory” or “Not Applicable” will be based upon the unique specification of the contract. In addition, to pinpoint our findings, the system allows text and photographic documentation to allow greater accuracy in determining our necessary corrective actions needed to deliver exceptional service.

Attendance

Attendance Reporting

At ABM our engaged employees are the backbone of the services and solutions we provide to our clients. We are currently investing in upgrading our systems and processes to increase our service delivery and improve our employee productivity.

In support of the ABMWay, our standard operating procedures, we recently upgraded and enhanced our online labor management system, EPAY. This cloud-based version provides new functionality and custom enhancements for MCSD's on-site project manager for all labor management responsibilities.

Within the upgraded tool MCSD's ABM managers are able to:

- Create work schedules
- Assign employees to shifts
- Schedule maintenance tasks
- Update shifts / employee assignments
- Review labor
- See detailed analytics through a new reporting dashboard



MCSD will benefit from our upgraded labor management system through:

- Accurate staffing to meet MCSD's needs
- More face to face time with your ABM Project Manager, as many of his/her tasks will become automated which will free up time
- Accurate billing due to correct collection of time
- Security knowing the correct employees are reporting for their scheduled shifts

Invoice Adjustment

ABM Management will work closely with the district contact to monitor absenteeism and determine if it is a recurring issue. Since the staffing budget is not centered around the minimum required coverage, but rather the maximum; taking into consideration, vacation, sick leave and OT for coverage of absences, ABM management feels confident coverage needs will be met. If absenteeism is deemed a recurring issue, then a comparable and mutually beneficial remedy will be put in place.

Training Programs

ABM will provide MCSD with employees that have the training they need to successfully perform their duties in your schools, improve efficiency, and develop new skills. After completing training, all ABM employees understand that our services are centered on creating a clean and safe environment for your students. We emphasize a culture of ownership, which leads to higher productivity, quality and retention. Every ABM employee meets the following criteria:

- Technically proficient with safe handling of chemicals, equipment and methods
- Familiar with the rules and regulations of your schools
- Thoroughly trained in job safety
- Committed to providing outstanding service

New Hire Orientation and Training

Training for service workers concentrates on specific work tasks. Our Supervisors demonstrate each task step-by-step, detailing the importance of each step along the way, and train them to perform visual inspections before completing work. The Supervisors also provide guidance to the service workers as they work.

Once initial training is complete, Supervisors perform recurring reviews to make sure that they are maintaining SDB's and our standards. By empowering our employees with comprehensive training, we are able to minimize deficiencies and quickly identify opportunities for improvement.

Recurrent Training Sessions

Our managers conduct recurrent training sessions for current and replacement employees. These sessions are more technical in nature and concentrate on specific job tasks and duties, such as specialized certifications and interdisciplinary training. Employees are trained in groups specific to their function.

Compliance is measured and tracked by attendance, job performance, tests, etc. to ensure all employees are receiving the proper level of training. ABM provides ongoing support to our employees as they grow and develop in their careers. Our culture encourages each employee to openly communicate with his or her manager to develop a career path that builds on individual strengths and talents. Performance reviews further facilitate ongoing coaching and development so that each employee continues to prosper.



CUSTODIAL SERVICES PROPOSAL

Monthly Safety Training Topics

All ABM employees receive safety orientation upon hire and monthly thereafter. A schedule will be sent out quarterly along with the training material. The material is available in video, CD, on-line and hard copy formats. The attendance roster must be available for inspection at the branch office. A copy of each month's attendance rosters is submitted to the Regional Safety Director by the middle of the following month. Copies must be kept on location as well for the duration of the contract.



Management Training

Satisfied and highly-trained employees who recognize the potential for career advancement are eager to serve clients with excellence. Training is an investment in our employees – and the company’s future. We support our managers’ continuing education efforts with training curricula and support related to a myriad of relevant topics, including:

- Business acumen
- Client service
- Communication skills
- Leadership and managerial development
- Employment law and supervisory skills
- Software training
- Professional association memberships
- Safety certification courses
- Conferences or seminars
- Key Control Procedures

Development opportunities such as the ones offered at ABM, help employees hone leadership, management and other skills that can be directly applied on the job. Thus, employees feel encouraged to move forward both personally and professionally. Our commitment to training helps the company retain top talent, which directly impacts ABM’s superior levels of quality and client service that our clients expect and demand.

Janitorial Training Agenda

- Orientation to ABM and to the school(s)
- Orientation to specific facility rules and regulations
- ABM policies and procedures
- Safety training (policies, emergency procedures, chemical use and handling, personal protective equipment, blood-borne pathogens, hazard recognition, lifting and material handling, etc.)
- Office, restroom and common area cleaning procedures
- Green cleaning processes via ABM Green Care™
- Explanation of individual job duties
- Key control policies and procedures
- Proper use of tools and equipment
- Waste Disposal
- Site security rules and procedures
- Newly branded ABM Uniform distribution
- Recurrent Training Sessions (particularly if service levels change)
- Understanding contracts and agreements for after-hours access
- Observing and reporting student behavior
- Data services/systems that monitor key usage

Pod Training Program

ABM attributes a large amount of its success in education environments to our highly trained staff. Our semi-annual specialized “pod” training program is designed specifically for the education environments and ensures that each employee is given proper training to deliver the standard of service our customers expect.

POD TRAINING 1 (School Year)



POD TRAINING 2 (Summer Break)



This page left intentionally blank.

RFP 2019914 – Custodial Services

REFERENCE FORM - APPENDIX B

Provide references from ALL current Dade, Broward, and Monroe County customers you have provided similar services to. Additional South Florida references from other counties may be added at the vendor's discretion. Attach additional copies as needed.

Reference

Organization Name: University of Miami Telephone # 305-284-2847

Contact Name: James Sprinkle Email Address: jsprinkle@miami.edu

Scope of Work Provided: Full service custodial in academic, residence life and health services facilities including UM Health Care, Miller School of Medicine and Sylvester Cancer Care Clinic. Full service grounds/landscape management, athletic field maintenance. 9 million sq. ft.

Project Dollar Value: \$ 18,000,000 Present Contract Status: good standing Contract Dates: 6/14 - Current

Reference

Organization Name: Barry University Telephone # 305-899-3050

Contact Name: Susan Rosenthal Email Address: srosenthal@barry.edu

Scope of Work Provided: Full service custodial, grounds and maintenance to 1.2 million square feet.

Project Dollar Value: \$ 2,465,976 Present Contract Status: good standing Contract Dates: 5/16 - Current

Reference

Organization Name: Nova Southeastern University Telephone # 954-262-2381

Contact Name: Seth Mangasarian Email Address: smangasari@nova.edu

Scope of Work Provided: Grounds and custodial

Project Dollar Value: \$ 10,000,000 Present Contract Status: good standing Contract Dates: 8/19 - 2020

Authorized Representative's Signature  Date: 3/11/2019

Name (Printed) and Title: Trey Brock, Senior Vice President

RFP 2019914 – Custodial Services

REFERENCE FORM - APPENDIX B

Provide references from ALL current Dade, Broward, and Monroe County customers you have provided similar services to. Additional South Florida references from other counties may be added at the vendor's discretion. Attach additional copies as needed.

Reference

Organization Name: City of Weston Telephone # 954-389-4321

Contact Name: Don Decker Email Address: ddecker@weston.org

Scope of Work Provided: Grounds

Project Dollar Value: \$ 1,200,000 Present Contract Status: good standing Contract Dates: 7/2015 - 2020

Reference

Organization Name: Collier County Schools Telephone # 239-377-0418

Contact Name: Tom Conrecode Email Address: conret1@collierschools.com

Scope of Work Provided: Full service custodial to 8.1 million square feet.

Project Dollar Value: \$ 11,022,000 Present Contract Status: good standing Contract Dates: 10/2008 - Current


Reference

Organization Name: Westminster Christian School Telephone # 305-233-2030

Contact Name: Robert Lungren Email Address: rlungren@wcmiami.org

Scope of Work Provided: Facilities Operation and Maintenance & Grounds

Project Dollar Value: \$ 569,410 Present Contract Status: good standing Contract Dates: 7/18 - 2023

Authorized Representative's Signature  Date: 3/11/2019

Name (Printed) and Title: Trey Brock, Senior Vice President

Additional Services

Should your facility needs expand, we have a wide range of services to meet your needs:



Custodial

*Green cleaning and recycling services
Carpet and floor care*

*Staffing and specialty services
Clean room and GMP cleaning*



Electrical & Lighting

*Repairs, replacements & upgrades
Predictive & preventive maintenance*

*High efficiency lighting
Electrical engineering & commissioning*



Energy

*Guaranteed energy saving programs
EV charging stations*

*Smart building technologies
Renewable energy solutions*



Parking & Transportation

*Valet parking and fee collection
Event parking*

*Ticket booth and will call operations
Shuttle transportation services*



HVAC & Mechanical

*Repairs, replacements & upgrades
Engineering & recommissioning*

Predictive & preventive maintenance



Landscape & Grounds

*Landscape & grounds maintenance
Irrigation systems*

*Athletic & sports field maintenance
Exterior pest & fertility management*



Facilities Engineering

*HVAC, mechanical & electrical
Maintenance, repairs & operations*

*Plumbing, carpentry & locksmith
Handyman services*

Single-source facility service provider.

What to Expect From ABM

ABM provides solutions that lower your operating costs, preserve your assets and maximize their value. We focus on these core areas to deliver the best service possible:

Service Excellence

With our highly-trained, in-house workforce, you can trust that we'll provide you with services that increase efficiencies and lower your operating expenses—all while maintaining a uniform standard of service excellence.

Breadth of Services

We'll provide you with an unrivaled range of facilities solutions that will keep your properties safe, clean, comfortable and energy efficient.

Deep Industry Expertise

From our national office to our local branches, we've made sure our workforce understands your industry. After all, in over 100 years of service, we've developed the expertise to make our solutions work best for you.

Technology-Enabled Workforce

Your facilities will be serviced with the support of innovative technology solutions that will simplify service delivery and allow for greater transparency.

Guaranteed Sustainability Solutions

We've got expertise to support all your sustainability goals, including green cleaning, LEED support, bundled energy solutions, and more.

We Are Ready to Build Value for...

**MONROE COUNTY
SCHOOL DISTRICT**
— CHARTING ^{THE} COURSE —
to excellence in Monroe County