

REQUEST FOR PROPOSAL

Janitorial Services

Fiscal Year 2026–2027

YMCA of the East Bay — Early Childhood Impact

Proposal Submission Deadline: Monday June 29, 2026 by 3:00 PM PST

SEND ALL PROPOSALS TO:

Michael Saenz, VP of Facilities msaenz@ymcaeastbay.org Proposals must be received by 3:00 PM on Monday, June 29, 2026.

4300 Lakeside Drive Richmond, CA 94806

Introduction / Purpose of Solicitation

The YMCA of the East Bay is seeking qualified, licensed, and experienced janitorial services providers to deliver high-quality, reliable, and consistent services across its early childhood education centers, administrative offices, and support facilities. The selected vendor(s) will play a critical role in maintaining safe, healthy, sanitary, and welcoming environments for children, staff, and visitors. All services must meet or exceed local, state, and federal health and safety regulations, with particular attention to childcare facility standards.

Clean and well-maintained facilities are essential to supporting children's health, safety, and overall development. A consistent, professional cleaning program reduces the risk of illness, ensures compliance with licensing requirements, and contributes to a positive, welcoming environment for all who interact with the YMCA. Through this solicitation, YMCA of the East Bay aims to partner with contractor(s) capable of providing dependable, environmentally responsible, and high-quality janitorial services that uphold the organization's standard of excellence and support its mission to ensure every child has the opportunity to learn, grow, and thrive.

Geographic Cluster Structure

To encourage competitive bidding from qualified regional vendors and ensure high-quality, responsive service at all sites, YMCA of the East Bay has organized its 21 facilities into four (4) geographic clusters. Vendors may submit a proposal for one, multiple, or all clusters. A single vendor may be awarded one or more clusters based on proposal score and demonstrated operational capacity.

Vendors bidding on multiple clusters must submit separate pricing for each cluster and clearly indicate any multi-cluster discount offered. Multi-cluster bids will be evaluated both in aggregate and per-cluster to maximize competition and service quality.

Each cluster will be scored independently using the evaluation criteria outlined in this RFP. YMCA reserves the right to award clusters to different vendors or to a single vendor, based on the best interest of the organization.

Cluster A — East Bay

Hayward, Oakland, Emeryville, Berkeley

#	Location	Address	Square Footage
1	Cherryland ELC	21144 Mission Blvd, Hayward, CA 94541	~10,000
2	Eastlake ELC	1612 45th Avenue, Oakland, CA 94601	~10,000
3	SIAC ELC	27211 Tyrrell Avenue, Hayward, CA 94544	~10,000*
4	MRB ELC	3265 Market Street, Oakland, CA 94608	~7,500*

#	Location	Address	Square Footage
5	Ralph Hawley ELC	1275 61st Street, Emeryville, CA 94608	~10,000*
6	South Y ELC	2901 California Street, Berkeley, CA 94703	~6,500
7	Vera Casey ELC	2246 MLK Jr Way, Berkeley, CA 94704	~3,500
8	West Y ELC	2009 10th Street, Berkeley, CA 94710	~8,000*

Cluster B — Richmond / Rodeo

Richmond, Rodeo

#	Location	Address	Square Footage
9	8th Street ELC	445 8th Street, Richmond, CA 94801	~6,000*
10	EM Downer ELC	263 South 20th Street, Richmond, CA 94804	~16,000
11	Richmond ELC	485 Lucas Ave, Richmond, CA 94801	~5,500
12	Richmond Parkway ELC	4300 Lakeside Drive, Richmond, CA 94806	~8,000*
13	Rodeo ELC	200 Lake Avenue, Rodeo, CA 94572	~4,500

Cluster C — East Contra Costa

Pittsburg, Antioch

#	Location	Address	Square Footage
14	East Leland ELC	2555 East Leland Road, Pittsburg, CA 94565	~6,000*
15	East Tregallas ELC	112 East Tregallas, Antioch, CA 94509	~5,800
16	Fairgrounds ELC	1203 West 10th Street, Antioch, CA 94509	~6,000*
17	Kids Castle ELC	55 Castlewood Drive, Pittsburg, CA 94565	~5,500
18	Lone Tree ELC	1931 Mokelumne Drive, Antioch, CA 94531	~2,000*
19	Belshaw Admin Office	2801 Roosevelt Lane, Antioch, CA 94509	~3,500*

Cluster D — Sacramento Valley

Courtland, Winters, Woodland

#	Location	Address	Square Footage
20	Courtland ELC	180 Primasing, Courtland, CA 95615	~4,000*
21	Winters ELC	100 Myrtle Drive, Winters, CA 95694	~4,000*
22	Woodland ELC	1285 Lemen Avenue, Woodland, CA 95776	~5,000*

Square footage figures marked with an asterisk () are estimates pending site verification. Vendors are strongly encouraged to schedule a site walkthrough to confirm measurements prior to submission. Due to the geographic distance of Cluster D sites, vendors serving this cluster must demonstrate capacity for regular on-site supervision and rapid response to service issues.*

Scope of Work

The selected contractor(s) will be responsible for providing comprehensive janitorial services for YMCA of the East Bay facilities within their awarded cluster(s), including daily cleaning, periodic deep cleaning, supply management, and specialty cleaning as needed. All services must be performed in accordance with applicable health, safety, environmental, and childcare licensing standards.

The purpose of this contract is to ensure all YMCA of the East Bay ECI facilities remain clean, safe, and compliant with California Title 22, Division 12 (California Code of Regulations), local health department requirements, OSHA standards, ADA accessibility guidelines, and all applicable environmental and safety regulations.

General Services Expectations

The Contractor shall furnish all labor, supervision, equipment, tools, materials, and cleaning supplies necessary to perform the services, unless otherwise specified by YMCA in writing. All personnel assigned to YMCA facilities must be properly trained to work in childcare environments and comply with all applicable licensing and safety requirements.

Service Frequency Matrix

The following matrix defines the minimum required service frequency at all YMCA ECI facilities. Vendors must confirm their ability to meet these frequencies for each site in their proposed cluster(s). Vendors may propose enhanced frequencies where operationally appropriate. Site-specific adjustments will be coordinated between the YMCA Facilities team and the Contractor at contract execution.

Service	Daily	Weekly	Monthly	Quarterly	On-Call
Trash removal & liner replacement	✓				
Restroom cleaning & disinfection	✓				
Classroom surface wipe-down & disinfection	✓				
Kitchen/break room cleaning	✓				
Entryway & common area sweeping/mopping	✓				
Vacuuming (carpeted areas)	✓				
Interior window cleaning		✓			
High dusting (vents, fixtures, corners)			✓		
Hard floor maintenance (buff/wax)			✓		
Deep carpet cleaning (hot water extraction)				✓	
Wall cleaning & scuff removal			✓		
Enhanced disinfection (illness outbreak)					✓
Post-event deep cleaning					✓

Facilities and Service Schedule

- Services are required at early childhood centers, administrative offices, and support facilities as organized by cluster
- Work hours will be coordinated with each site to avoid disruptions to programs and operations
- Flexibility is required for holidays, closures, and special events
- The Contractor must maintain a qualified substitute roster to ensure no service interruptions due to staff absence

Periodic and Specialty Cleaning Services

In addition to routine daily services, the Contractor shall provide periodic and specialty cleaning services on a scheduled or as-needed basis to maintain long-term facility cleanliness, appearance, and safety. These services include, but are not limited to:

- Deep carpet cleaning through hot water extraction or approved commercial methods
- Hard floor maintenance, including stripping, waxing, buffing, and sealing
- High dusting of venting, light fixtures, ceiling corners, and other hard-to-reach areas

- Wall cleaning, scuff removal, and surface detailing
- Interior and accessible exterior window cleaning
- Enhanced disinfecting and sanitation during illness outbreaks or upon request

Environmental and Green Cleaning Requirements

YMCA of the East Bay is committed to providing safe, healthy environments for children and staff. All cleaning products used at YMCA facilities must meet the following standards:

- All general-purpose cleaning and disinfecting products must be EPA Safer Choice certified, Green Seal GS-37 certified, or equivalent third-party certified environmentally preferable products
- Disinfectants used in childcare areas must appear on the EPA's List N (effective against SARS-CoV-2) or an equivalent current approved disinfectant list
- No products containing the following ingredient classes shall be used without prior written approval from YMCA: quaternary ammonium compounds ("quats") in spray applications, phthalates, formaldehyde or formaldehyde-releasing agents, or chlorinated solvents
- All products must be properly labeled and accompanied by current Safety Data Sheets (SDS), maintained on-site and available upon request
- Contractors are encouraged to use microfiber cleaning systems and low-water cleaning methods where feasible to reduce chemical use and environmental impact

Vendors must include in their proposal a list of primary cleaning products they intend to use, including product name, manufacturer, and applicable certification.

Quality Control, Safety, and Compliance

- Contractor shall maintain a structured quality control program, including routine inspections and a documented checklist for each site
- YMCA reserves the right to conduct announced or unannounced inspections of all work
- All service deficiencies must be corrected within 24 hours at no additional cost
- All cleaning chemicals must be properly labeled, stored, and handled in accordance with applicable regulations
- Safety Data Sheets (SDS) must be available upon request
- All work shall comply with all applicable health, safety, environmental, and childcare licensing standards

Staffing Requirements

Given that all YMCA ECI facilities serve young children, staffing qualifications and oversight are of critical importance. The following minimum requirements apply to all personnel assigned to YMCA facilities:

Background Checks All cleaning staff assigned to YMCA facilities must undergo a criminal background check prior to beginning work. Background checks must meet or exceed the standards required under California Health and Safety Code Section 1596.871, applicable to individuals working in licensed childcare facilities. Contractors must maintain documentation of background check compliance and make it available to YMCA upon request.

Training Requirements All assigned staff must complete, at minimum:

- Training on proper handling, storage, and disposal of cleaning chemicals per SDS requirements
- Green/environmentally responsible cleaning practices as outlined in this RFP
- Site-specific orientation at each YMCA facility prior to beginning service

Supervision and Account Management

- Each cluster must be assigned a dedicated, named Account Supervisor responsible for daily oversight, quality control inspections, and communication with YMCA

- The Account Supervisor must be reachable during all scheduled service hours and must respond to YMCA inquiries within 24 hours
- For clusters with five (5) or more sites, a dedicated on-site lead must be present at each location during cleaning hours
- YMCA must be notified of any changes to key personnel (Account Supervisor or site leads) within 48 hours

Communication, Security, and Service Adjustments

- Contractor shall comply with all YMCA site access, security, and confidentiality protocols
- YMCA reserves the right to adjust service levels, schedules, and site coverage based on operational or regulatory needs
- Contractor shall maintain open communication with YMCA teams regarding service updates, site concerns, or special requirements

Procurement Guidelines

All procurement transactions shall be conducted in a manner that provides maximum open and free competition, consistent with 2 CFR sections 200.317 to 200.326. The YMCA of the East Bay must share with every Respondent all information necessary for submitting a competitive proposal. The release of this RFP, the evaluation of Respondents, and the award of a contract will use competitive bidding standards established in all applicable California state and federal statutes and regulations.

Key standards include:

- Fulfillment of RFP specifications based on full and fair competition and YMCA's acceptance of the most responsive and responsible Respondent
- Equal access to all RFP materials and clarifications
- Adherence to ethical standards prohibiting fraud, collusion, or favoritism
- Immediate written notification to YMCA of any ambiguity, conflict, or error in the RFP prior to submission
- Compliance with applicable federal, state, and local laws, safety codes, and labor requirements

YMCA reserves the right to reject any or all proposals, negotiate terms, or cancel the solicitation if deemed in the best interest of the organization.

Small and Disadvantaged Business Outreach Consistent with 2 CFR §200.321, YMCA of the East Bay will take affirmative steps to ensure that small businesses, minority-owned businesses, women's business enterprises, veteran-owned businesses, and labor surplus area firms are considered in this procurement wherever possible. These steps include distributing this RFP through sources likely to reach such vendors, placing qualified firms of these types on solicitation lists, and requiring any awarded prime contractor to take the same affirmative steps with respect to any subcontracting under this agreement. YMCA will maintain documentation of these outreach efforts in the procurement file. Business status under any of these categories will not be used as a scored evaluation criterion, but YMCA is committed to ensuring this process is accessible to all eligible vendors.

Funding and Compliance Notes

This project is funded in part through a California Department of Education CSPP contract and California Social Services CCTR contract.

All procurement must comply with 2 CFR Part 200.318–326, State Funding Terms and Conditions, and YMCA of the East Bay, Inc. Procurement and Purchasing Policy.

Vendors must agree to comply with:

- Equal Employment Opportunity (Title VII of the Civil Rights Act of 1964; California Fair Employment and Housing Act, Gov. Code §12900 et seq.)
- Clean Air Act and Water Pollution Control Act
- Byrd Anti-Lobbying Amendment
- Debarment and Suspension provisions

Schedule of Events

Milestone / Event	Description	Target Date
RFP Release	Public announcement and distribution	June 1, 2026
Site Walkthroughs (optional)	Vendor site walkthroughs by cluster	Email msaenz@ymcaeastbay.org to schedule
Deadline for Written Questions	Submit all inquiries via email msaenz@ymcaeastbay.org	June 8, 2026
Responses to Questions Issued	Written responses shared with all bidders	June 12, 2026
Proposal Submission Deadline	Electronic submission by 3:00 PM PST	June 29, 2026
Evaluation and Selection	Review and scoring by YMCA Evaluation Committee	July 1, 2026
Notice of Award / Contract Execution	Contract negotiation and signing	Week of July 6, 2026
Contract Service Start Date	Effective contract starts	August 2026

YMCA will make every effort to adhere to this schedule. However, YMCA reserves the right to amend the schedule as necessary and will post notice of any amendments publicly online.

Proposal Requirements

To respond to this RFP, interested parties must present evidence of experience, ability, and financial standing necessary to meet the requirements stated in this RFP. YMCA will measure this evidence by scoring proposals using the point system described in the Evaluation of Proposals section, ranking each proposal from highest to lowest to determine which proposals will be considered for contract award.

To be eligible for evaluation, a proposal must address all requirements in this RFP and adhere strictly to the format set forth below. Failure to do so may result in rejection or disqualification. Vendors must clearly indicate which cluster(s) they are bidding on at the start of their proposal.

Vendor Qualifications

- Minimum 2 years of experience in commercial janitorial services
- Proof of general liability and workers' compensation insurance
- Background check procedures for staff meeting California Health and Safety Code Section 1596.871
- References for at least three similar clients, including at least one childcare, educational, or youth-serving organization
- Ability to meet all compliance, health, safety, and childcare licensing standards outlined in this RFP

Proposal Content and Format

Cover Letter — Company information, primary contact, authorized signature, and clear identification of the cluster(s) being bid on.

Company Background — Relevant experience, licenses, certifications, and description of similar completed projects, with emphasis on multi-site and childcare/educational facility experience.

Service Approach — Describe how your firm will manage, deliver, and ensure high-quality janitorial services across the cluster(s) proposed. Detail cleaning processes, quality control measures, product selection (including certifications), and staffing practices.

Work Plan & Timeline — Outline routine cleaning schedules aligned with the Service Frequency Matrix in this RFP, and describe how special or on-call projects will be managed. Confirm ability to meet all service frequencies. Include a contingency plan for emergencies, staff absences, and additional service requests.

Budget — Itemized cost proposal with a clear breakdown of services and deliverables. Complete Exhibit A in full for each cluster bid. Include monthly and annual cost per site, hourly rate for additional/on-call services, cost of supplies (included or billed separately), and any multi-cluster discount offered.

Team & References — Key staff qualifications, named Account Supervisor(s), and at least three client references as specified in the References section. Include contact information and a brief description of the scope of services performed.

Transition Plan — Start-up staffing, site orientation schedule, onboarding process, and quality control plan for the transition period.

Compliance Documents — Required federal forms, proof of insurance, workers' compensation documentation, background check policy, and any safety, training, or OSHA compliance documentation relevant to staff.

Conflict of Interest Disclosure — Pursuant to 2 CFR §200.318(c), all respondents must disclose in their proposal any known or potential conflict of interest that could affect the objectivity of this procurement. A conflict of interest exists when an owner, officer, director, employee, or agent of the proposing firm has a financial or personal interest in any YMCA of the East Bay employee, officer, or board member involved in the evaluation or award of this contract, or when any such YMCA representative has a financial or personal interest in the proposing firm. If no conflict exists, the respondent must affirmatively state “No conflict of interest exists” within the Compliance Documents section of their proposal. Failure to disclose a known conflict may result in disqualification. Full conflict of interest compliance obligations will be incorporated into the resulting contract.

Cleaning Products List — A list of primary cleaning products proposed for use, including product name, manufacturer, and applicable EPA Safer Choice, Green Seal, or equivalent certification.

Format Requirements

- Submit one PDF copy via email to mсаenz@ymcaeastbay.org by Monday, June 29, 2026 at 3:00 PM PST
- 15–20 pages, clearly organized and labeled; vendors bidding on multiple clusters may submit up to 25 pages
- Late or incomplete proposals will not be accepted
- Proposals must remain valid for a minimum of 90 days from the submission deadline
- Bids must be for the full Scope of Work within the proposed cluster(s); partial-cluster bids will not be accepted
- The proposal must not alter or add to the Scope of Work except as required by this RFP
- The bid must be signed by a person with full authority to commit the Respondent and enter into the proposed contract on its behalf

Terms

Contract Term: The term of this agreement shall commence on August 1, 2026 and shall remain in effect for 2 years, if not sooner terminated pursuant to the terms of this agreement, ending July 30, 2028.

Renewal: This agreement may be renewed for one additional two-year term upon the mutual written agreement of the parties. If either party wishes to renew this agreement for the renewed term, it shall notify the other party in writing at least 90 days before the expiration of the term.

Pricing: Prices must reflect the total cost of contractor services over a one-year period as detailed in the Scope of Work. Additional contractor hours outside the Scope of Work shall be quoted based on the role or type of service and the corresponding hourly rate. Prices in the bid are to be held firm for a period of one year from bid award. No charges are allowed for any purpose other than those specifically quoted. Beginning in the second contract year, and again at the start of any renewal term, the Contractor may request a price adjustment not to exceed the percentage change in the U.S. Bureau of Labor Statistics Consumer Price Index for All Urban Consumers (CPI-U), West Region, for the twelve-month period ending 90 days prior to the anniversary date. Any requested adjustment must be submitted in writing no later than 60 days before the applicable anniversary date and is subject to YMCA's written approval. Price adjustments are not automatic; failure to request an adjustment within the specified timeframe constitutes acceptance of the current pricing for that contract year. No adjustment shall result in a price increase exceeding 5% in any single year.

Party Representatives: The Prime Contractor shall designate an Account Supervisor who shall serve as the primary point of contact between YMCA and Contractor with respect to all issues related to this contract, with an expected response time of 24 hours or less. The primary method of communication shall be email. In the event that telephone contact is made, email confirmation shall follow.

Related Experience: Prime Contractor must describe any previous and current experience providing janitorial services to nonprofit, childcare, and/or community-based organizations.

Termination: The contract will contain specific termination provisions, including the following: Termination for Cause. YMCA reserves the right to terminate this contract if the Contractor fails to comply with any material contract requirement. Prior to termination for cause, YMCA shall provide the Contractor with written notice specifying the deficiency and allow a cure period of not less than 30 days from the date of notice. If the deficiency is not remedied within the cure period, YMCA may terminate the contract immediately upon written notice. Termination for Convenience. YMCA may terminate this contract in whole or in part for any reason upon 30 days advance written notice to the Contractor. In the event of termination for convenience, the Contractor shall be entitled to payment for all services satisfactorily performed up to the effective date of termination, and no further amounts shall be owed by either party.

Subcontracting: The Contractor shall not subcontract any portion of the work under this agreement without the prior written approval of YMCA. Any approved subcontractor must meet the same qualifications, licensing, background check, and insurance requirements as the prime Contractor. All subcontracts must incorporate by reference the applicable federal requirements of this agreement, including but not limited to equal opportunity, debarment and suspension, drug-free workplace, clean air and water, and conflict of interest provisions, consistent with 2 CFR Part 200 Appendix II. The Contractor shall remain fully responsible to YMCA for the performance of any subcontracted work. YMCA's approval of a subcontractor does not relieve the Contractor of any obligation under this agreement.

Indemnification: Contractor shall indemnify, defend, and hold harmless YMCA from any claims, damages, or liabilities arising from Contractor's work, negligence, or breach.

Dispute Resolution: Any dispute arising out of or related to this Agreement shall first be subject to non-binding mediation prior to any other dispute resolution process. The mediator shall be a retired judge or practicing attorney agreed upon by the parties. Mediation shall be held in Alameda County, California. Costs shall be borne equally. If the dispute is not resolved through mediation, the parties agree to binding arbitration conducted by a single neutral arbitrator pursuant to the California Arbitration Act, Code of Civil Procedure Section 1280 et seq. The arbitration award shall be final and binding and may be entered as a judgment in any court of competent jurisdiction. Exclusive jurisdiction and venue for all disputes shall lie in the courts of the State of California in and

for the County of Alameda or Contra Costa. This contract shall be governed by and construed in accordance with the laws of California.

Wage and Hour Compliance: The Contractor shall comply with all applicable federal and California wage and hour laws, including but not limited to the California Labor Code and any prevailing wage requirements that may apply based on the nature of the work and the source of funding under this agreement. Vendors are advised to independently verify their wage compliance obligations prior to submitting a proposal.

Notices: Any notice required or permitted under this contract shall be in writing and may be given by email, personal delivery, or registered or certified mail, first-class postage prepaid, return receipt requested.

Evaluation of Proposals

Proposals will be reviewed on the date and time specified in the Schedule of Events. During the evaluation process, YMCA may ask Respondents to clarify information in their proposals, but Respondents may not change their proposals. YMCA may require certain Respondents to make a formal presentation and may have discussions with Respondents falling within a competitive range.

Each cluster submission will be evaluated independently. YMCA will evaluate qualifying proposals using the following criteria:

Criteria	Maximum Points
Relevant experience and qualifications	25
Ability to meet schedule and scope of services	20
Cost effectiveness and budget clarity	15
Quality and completeness of the proposal	15
Staffing, supervision, and background check plan	15
References and past performance	10
TOTAL POINTS	100

YMCA will score and rank proposals by assigning a score between zero and the maximum to each criterion. YMCA will recommend awarding each cluster contract to the most responsive and responsible Respondent with the highest total proposal score for that cluster.

Respondent References

List three (3) professional references for whom your firm has provided janitorial or facility maintenance services within the past five (5) years. At least one reference must be from a childcare, educational, or youth-serving organization. At least one reference must be from a contract involving three (3) or more sites under a single agreement.

	Reference 1	Reference 2	Reference 3
Organization Name			
Street Address			
City / State / Zip			
Contact Name & Title			
Contact Phone & Email			
Scope of Services Provided			
Number of Sites Covered			
Contract Dates			

	Reference 1	Reference 2	Reference 3
Childcare / Youth Org?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

Certificate of Independent Price Determination, No Sanctions, and Drug-Free Workplace

By submission of this RFP, the Prime Contractor certifies, and in the case of a joint bid, each party certifies as to its own organization, that in connection with this procurement:

Independent Price Determination

1. The prices in this RFP have been arrived at independently, without consultation, communication, or agreement for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or competitor.
2. Unless otherwise required by law, the prices quoted in this RFP have not been knowingly disclosed and will not be knowingly disclosed prior to RFP opening, directly or indirectly, to any other bidder or competitor.
3. No attempt has been made or will be made to induce any person or firm to submit or not to submit a bid for the purpose of restricting competition.

Debarment and Suspension

Entities are subject to the non-procurement debarment and suspension regulations implementing Executive Orders 12549 and 12689, 2 CFR Part 180. By submitting this proposal, the Prime Contractor certifies that it and its principals:

- Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency
- Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for fraud, criminal offense, antitrust violation, embezzlement, theft, forgery, bribery, falsification or destruction of records, false statements, or receiving stolen property in connection with a public transaction
- Are not presently indicted for or otherwise criminally or civilly charged by any governmental entity with commission of any of the offenses listed above
- Have not within a three-year period preceding this proposal had one or more public transactions terminated for cause or default

Where the prospective Prime Contractor is unable to certify to any of the above statements, an explanation must be attached to this proposal.

Drug-Free Workplace

The bidder certifies that it will continue to provide a drug-free workplace as required by the State Drug-Free Workplace Act of 1990 (Government Code Section 8350 et seq.) and the Federal Drug-Free Workplace Act of 1988, implemented at Title 34, Code of Federal Regulations, Part 85, Subpart F.

Certification Signature

Signature of Authorized Agent (Prime Contractor)	Date
Printed Name of Authorized Agent	Title
Prime Contractor's Legal Business Name	

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In accepting this bid, the agency certifies that the agency's officers, employees, or agents have not taken any action that may have jeopardized the independence of the bid referred to above.

Signature of Authorized Agency Representative	Date
Title	

ACCEPTING A BID DOES NOT CONSTITUTE ACCEPTANCE OF THE CONTRACT

Equal Opportunity

During the performance of this contract, the contractor agrees as follows:

The contractor will not unlawfully discriminate against any employee or applicant for employment because of race, color, religion, national origin, or sex. The contractor will take affirmative action to ensure that the evaluation and treatment of employees and applicants for employment are free of such discrimination. Such action shall include, but not be limited to: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

Contractors and subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Government Code Section 12900 et seq.) and applicable regulations (California Administrative Code, Title 2, Section 7285.0 et seq.). The contractor will comply with all applicable provisions of Title VII of the Civil Rights Act of 1964, as amended, prohibiting discrimination in employment on the basis of race, color, religion, sex, or national origin, and will furnish all information and reports required by applicable federal and state authorities for purposes of investigation to ascertain compliance.

In the event of noncompliance with the equal opportunity clause of this contract, the contract may be canceled, terminated, or suspended in whole or in part, and the contractor may be declared ineligible for further state or federally funded contracts in accordance with authorized procedures.

Energy Policy and Conservation Act (Public Law 94-163)

The contractor agrees to comply with all mandatory standards and policies relating to energy efficiency as contained in the California Administrative Code, Title 24, pursuant to the California State energy efficiency conservation plan issued in compliance with Public Law 94-163.

Clean Air and Water (Contracts Exceeding \$150,000)

Per 7 CFR Part 226.22(l)(6), under Section 306 of the Clean Air Act [42 USC 1837(h)], Section 508 of the Clean Water Act [33 USC 1368], Executive Order 11738, and EPA Regulations [40 CFR Part 15], this certification is applicable if the bid or offer exceeds \$150,000.

The contractor agrees to:

- Comply with all requirements of Section 114 of the Clean Air Act and Section 308 of the Federal Water Pollution Control Act relating to inspection, monitoring, entry, reports, and information, and all regulations issued thereunder
- Ensure no portion of the work required by this contract will be performed at a facility listed on the EPA List of Violating Facilities

- Use best efforts to comply with clean air and clean water standards at all facilities where the contract is performed
- Insert the substance of these provisions in any nonexempt subcontract

Clean Air and Water Certification

The bidder certifies that any facility to be utilized in the performance of this proposed contract has not been listed on the EPA List of Violating Facilities. The bidder will promptly notify the agency official prior to award of any communication from the EPA indicating that any proposed facility is under consideration for listing. The bidder will include this certification in every nonexempt subcontract.

Printed Name of Authorized Agent	Contractor's Legal Business Name
Signature of Authorized Agent	Date
Title	

Vendors must complete a separate pricing table for each cluster they are bidding on. All fields are required. Incomplete pricing tables may result in disqualification. Square footage figures marked with an asterisk (*) are estimates — vendors are encouraged to confirm measurements via site walkthrough prior to submission.

Exhibit A-1: Cluster A — East Bay / Berkeley

#	Location	Sq Ft	Monthly Rate	Annual Rate
1	Cherryland ELC	~10,000	\$	\$
2	Eastlake ELC	~10,000	\$	\$
3	SIAC ELC	~10,000*	\$	\$
4	MRB ELC	~7,500*	\$	\$
5	Ralph Hawley ELC	~10,000*	\$	\$
6	South Y ELC	~6,500	\$	\$
7	Vera Casey ELC	~3,500	\$	\$
8	West Y ELC	~8,000*	\$	\$
	Cluster A Total		\$	\$

Hourly rate for additional/on-call services: \$ _____/hour Multi-cluster discount if awarded with another cluster:
 Yes No — If yes: _____%

Exhibit A-2: Cluster B — Richmond / Rodeo

#	Location	Sq Ft	Monthly Rate	Annual Rate
9	8th Street ELC	~6,000*	\$	\$
10	EM Downer ELC	~16,000	\$	\$
11	Richmond ELC	~5,500	\$	\$
12	Richmond Parkway ELC	~8,000*	\$	\$
13	Rodeo ELC	~4,500	\$	\$

#	Location	Sq Ft	Monthly Rate	Annual Rate
	Cluster B Total		\$	\$

Hourly rate for additional/on-call services: \$_____/hour Multi-cluster discount if awarded with another cluster:
 Yes No — If yes: _____%

Exhibit A-3: Cluster C — East Contra Costa

#	Location	Sq Ft	Monthly Rate	Annual Rate
14	East Leland ELC	~6,000*	\$	\$
15	East Tregallas ELC	~5,800	\$	\$
16	Fairgrounds ELC	~6,000*	\$	\$
17	Kids Castle ELC	~5,500	\$	\$
18	Lone Tree ELC	~2,000*	\$	\$
19	Belshaw Administrative Office	~3,500*	\$	\$
	Cluster C Total		\$	\$

Hourly rate for additional/on-call services: \$_____/hour Multi-cluster discount if awarded with another cluster:
 Yes No — If yes: _____%

Exhibit A-4: Cluster D — Sacramento Valley

#	Location	Sq Ft	Monthly Rate	Annual Rate
20	Courtland ELC	~4,000*	\$	\$
21	Winters ELC	~4,000*	\$	\$
22	Woodland ELC	~5,000*	\$	\$
	Cluster D Total		\$	\$

Hourly rate for additional/on-call services: \$_____/hour Multi-cluster discount if awarded with another cluster:
 Yes No — If yes: _____%

End of Request for Proposal