

Town of Londonderry Request for Proposal for Town Office Building Cleaning

The Town of Londonderry is seeking bids for cleaning needs at the Twitchell (Town Office) Building.

Cleaning needs and frequency are outlined below.

Please provide an hourly rate. Please indicate if you have Workers Compensation coverage.

Proposals should be submitted to:

Town of Londonderry
Town Office Cleaning
100 Old School Street
South Londonderry, VT 05155

Proposals will be accepted until Friday November 4, 2016.

Weekly Needs:

- Vacuum all floors
- Clean bathrooms
- Removal of Trash to Transfer Station
- Removal of Recycling to Transfer Station

Bi-Weekly Needs:

- Clean kitchen
- Mop all tile and wooden floors (as needed, may be more frequent in winter or wet months)
- Dusting and cleaning of all surfaces
- Clean outdoor entry way

On Call

- The Town requests that the individual would be available on an on-call basis in the event that there are urgent cleaning needs.

For additional information or questions about this Request for Proposal, please contact Stephanie Thompson at townadmin@londonderryvt.org or at (802) 824-3356.