



City of Carl Junction
303 N. Main St. PO Box 447
Carl Junction, MO 64834
417-649-7237
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Request for Proposals Janitorial Services

The City of Carl Junction is requesting proposals for professional cleaning services. These services will be for the Carl Junction Police Department & Municipal Court Building at 302 N. Main and for the Carl Junction Community Center at 303 N. Main.

The Police Department and Municipal Court building is approximately 8,000 sqft with office space, conference room, restrooms and a large courtroom. The flooring is a mixture of VCT and carpet. Windows are not included in the proposal. This facility will need to be cleaned 2-3 times a week.

The Community Center is a 48,000 sqft multi-purpose building. Cleaning in this building will include city hall, council chambers, lobby, media center, warming kitchen, cardio work-out room and public restrooms. The Senior Center Dining Hall, Kitchen and Gym are not included in the cleaning. The flooring is a mixture of sheet vinyl and carpet. Windows are not included in the proposal. This facility will need to be cleaned on a daily basis, Monday-Friday.

Hard surface flooring chemicals, paper products, various size trash bags and hand soap are provided. A chariot floor auto-scrubber is available for use.

A current City of Carl Junction business license, workers compensation insurance and general liability insurance of the selected contractor will be required. For a tour of each facility contact: Steve Lawver, City Administrator, 417-649-7237.

Proposals should be submitted no later than Thursday, August 15th, 2024 at 2:00pm. Submit proposals to: City of Carl Junction, Janitorial Services Proposal, P.O. Box 447, Carl Junction, MO 64834. Proposals may be emailed to cjcityadm@carljunction.org. The City is an Equal Opportunity Employer. The City reserves the right to accept or reject any and all bids.

Mission Statement

The City of Carl Junction will represent our citizens, provide high level services, and plan for the future of our community.