

5. SECTION B - SCOPE OF SERVICES:

5.1. Background

The Montgomery County Police Department is a "24-hour, 7-day a week" operation with numerous vehicles. The Contractor awarded this contract must be able to provide 24-hour support, 365 days a year (including Holidays and Leap Days). The Contractor must be able to respond to the site where the vehicle is located within 4 hours of notification. Based on previous year's experiences, there are approximately 150 occurrences that will require cleaning services per contract year. These quantities are estimates **only** and shall not be construed to be minimum or maximum amounts. Sites where the vehicles will be cleaned are located throughout Montgomery County. The current sites are located at:

#	LOCATION	ADDRESS
1.	Seven Locks Garage	1283 Seven Locks Road, Rockville, Maryland
2.	Special Operations Division	14935 Southlawn Lane, Rockville, Maryland
3.	Public Safety Headquarters (PSHQ)	100 Edison Park Drive, Gaithersburg, Maryland
4.	1 st District	100 Edison Park Drive, Gaithersburg, Maryland
5.	2 nd District	7359 Wisconsin Avenue, Bethesda, Maryland
6.	3 rd District	1002 Milestone Drive, Silver Spring, Maryland
7.	4 th District	2300 Randolph Road, Wheaton, Maryland
8.	5 th District	20000 Aircraft Drive, Germantown, Maryland
9.	6 th District	18749F N. Frederick Road, Gaithersburg, Maryland
10.	Family Crimes Division	7300 Calhoun Place, Rockville, Maryland
11.	Public Safety Training Academy (PSTA)	8751 Snouffer School Road, Montgomery Village, Maryland

Additional sites may be added at the County's discretion.

Vehicles must be cleaned on-site except in cases where specialized equipment is needed to treat the contaminant or substance. Examples of on-site vehicle cleaning are listed below.

5.2. Intent

Procurement of 24-hour, 7-days a week, 365 days a year basis services to clean and decontaminate County Vehicles for Montgomery County, Maryland Department of Police, Fleet Division and other agencies as per the terms, conditions, scope of services, and Quotation Sheet contained herein.

5.3. Scope of Services/Specifications/Work Statement

The Contractor must provide cleaning services for County vehicles, including biohazard cleaning services as described below.

The Contractor must provide the following services:

1. The Contractor must effectively clean, deodorize, and decontaminate vehicles, of bodily fluids including, but not limited to:
Blood and other biohazards/bodily fluids, Urine, Feces, Vomit, and Spit.
2. Contractor must also clean, sanitize, and decontaminate vehicles of any of the below; but not limited to:
-Smoke, to include cigarette smoke and ash
-Fingerprint dust
-Tear gas, OC Spray, or other similar agents
-Fire extinguisher spray
-Ants, roaches, or other pests
-Mice/Rodents
-Mold and mold spores
-Controlled Dangerous Substances (CDS)

3. The Contractor must be able to clean, deodorize, and decontaminate vehicles for viruses or bacteria such as MRSA (staph infections), H1N1, HIV, etc.
4. BLOODBORNE PATHOGENS EXPOSURE CONTROL PLAN (MISCELLANEOUS CLEANING SERVICES)
The Contractor must adhere to all Federal, State, and Local regulations for the protection of employees who are, or may be, exposed to bodily fluids, contaminated needles, and other sharp instruments contaminated with a body substance. These include:
 - (Federal) Part 29 CFR 1910.1030: Bloodborne Pathogens;
 - (Federal) Part 29 CFR 1910.1020 – Access to Medical and Exposure Records,
 - (Federal) Part 29 CFR 1904 – Recordkeeping;
 - (State) Annotated Code of Maryland – Title 26, Department of Environment, Subtitle 13 – Disposal of Controlled Hazardous Substances – Chapter 11: Special Medical Wastes; and
 - (State) Annotated Code of Maryland – Title 26, Department of Environment, Subtitle 13 – Disposal of Controlled Hazardous Substances – Chapter 12: Standards Applicable to Generators of Special Medical Waste.
5. The Contractor must provide a written “Exposure Control Plan” to the County within ten (10) days after the date of the County’s written notification of intent to award a contract. The Contractor’s Exposure Control Plan must be modeled in strict accordance with OSHA’s Directive Number 29CFR 1910.1030(Blood borne Pathogens) and 29 CFR 1910.1200 (HAZARD COMMUNICATION). The Contractor needs to ensure that their plan is in compliance. Intended Awardee(s) that fail to submit an acceptable Exposure Control Plan within the required time as stated may be considered unacceptable and subject to disqualification of their proposal.
6. Contractor’s employees assigned work under the provisions of this contract agreement must have successfully completed the Bloodborne Pathogens Training as required by Part 29 CFR 1910.1030(g)(2) prior to initiating any work on a county job site.
7. The Contractor must assume all responsibility for the cleaning, deodorizing, and decontamination of vehicles.
8. The Contractor must respond to request for service via email or text within 10 minutes of notification and respond to the site that needs to be cleaned within four (4) hours of notification.
9. The Contractor will submit monthly invoices to the County for all services provided for each incident.
10. For all operations requiring the placing and movement of the Contractor’s equipment, the Contractor will observe, exercise, and compel employees to observe and exercise all necessary precautions and discretion to avoid injury to persons, damage to property, and annoyance to, or interference with, the public and County employees.
11. The Contractor will ensure that its employees wear proper personal protective equipment (PPE) including, but not limited to, proper footwear, gloves (latex, vinyl, or nitrile), TYVEK® suits, while performing cleaning services on County premises, where required.
12. The Contractor must take all precautions to protect the health and safety of all persons in the facilities, vehicles, or near the work area to minimize the damage from all hazards to life and property and will comply with all Federal, State, and County regulations.

5.4. Contractor’s Qualifications

The Contractor must have a minimum of three (3) years of experience with biohazard cleaning to provide the services described above.

5.5. Contractor’s Responsibility

1. The Contractor must obtain all necessary licenses and permits.
2. The Contractor must be available 24 hours a day, 7 days a week, 365 days a year (including Leap Days).

3. The Contractor must provide a work plan to cover all phases of work included under this Contract as well as identify who is responsible for completing each task identified in the work plan (i.e., Contractor or County).
4. The Contractor shall not assign, transfer, convey, or sublet, or otherwise dispose of this Contract, or any or all its rights, title or interest herein, without the prior written consent of the County.
5. The Contractor must provide staff with training and education on how to properly clean, deodorize, and decontaminate vehicles.
6. The Contractor will be responsible for all damages to persons or property that may occur as a result of negligence in connection with the carrying out of the work.
7. The Contractor must train its personnel to practice all safety precautions while performing any phase of the cleaning work to prevent injury to themselves or the vehicles.
8. All the applicable safety, health, and fire regulations must be complied with and adhered to during the full term of this Contract.
9. The Contractor will be responsible for providing County personnel with notice of and protection from certain hazards; this will include but is not limited to signs, stanchions, ropes, or other barriers around all affected areas.

5.6. County's Responsibility

1. The County will provide clear direction to the Contractor of its requirements.

5.7. Reports/Deliverables

The Contractor will provide monthly reports listing of all services provided during that period.

6. SECTION C - PERFORMANCE PERIOD

6.1. TERM

The effective date of this Contract begins upon signature by the Director, Office of Procurement and ends after a 1-year period. Contractor must also perform all work in accordance with time periods stated in the Scope of Services. Before this term for performance ends, the Director at his/her sole option may (but is not required to) renew the term. The Contractor's satisfactory performance does not guarantee a renewal of the term. The Director may exercise this option to renew this term 2 times for 1 year each for the purpose of acquiring maintenance for additional periods.

6.2 PRICE ADJUSTMENTS

- 6.2.1. Prices quoted are firm for a period of (1) year after execution of the contract. Any request for a price adjustment after this (1)-year period is subject to the following:
 - 6.2.1.1. Approval or rejection by the Director, Office of Procurement or designee
 - 6.2.1.2. Submission in writing to the Director, Office of Procurement and accompanied by supporting documentation justifying the Contractor's request. A request for any price adjustment may not be approved unless the contractor submits to the County sufficient justification to support that the Contractor's request is based on its net increase in costs in delivering the goods/services under the contract.
 - 6.2.1.3. Submission within sixty (60) days prior to contract expiration date if the contract is being amended.
 - 6.2.1.4. The County will not approve a price adjustment request that exceeds the amount of the annual percentage change of the Consumer Price Index (CPI) for the twelve-month period immediately prior to the date of the request. The request must be based upon the CPI for all urban consumers issued for the Washington-Arlington-Alexandria, DC-VA-MD-WV Metropolitan area by the United States Department of Labor, Bureau of Labor Statistics for ALL ITEMS.
 - 6.2.1.5. The County will approve only one price adjustment for each contract term, if a price adjustment is approved.