

**PROFESSIONAL SERVICES AGREEMENT
BETWEEN
THE TOWN OF FOUNTAIN HILLS
AND
BIO-JANITORIAL SERVICE, INC.**

THIS PROFESSIONAL SERVICES AGREEMENT (this “Agreement”) is entered into as of July 1, 2026, between the Town of Fountain Hills, an Arizona municipal corporation (the “Town”) and BIO-Janitorial Service, Inc., an Arizona corporation (the “Vendor”).

RECITALS

A. The Town issued Requests for Proposals (RFP) No. 2026-001 (the “RFP”), a copy of which is on file with the Town and incorporated herein by reference, seeking bids for the Janitorial Services (the “Services”).

B. The Vendor responded to the RFP by submitting a proposal (the “Proposal”), attached hereto as Exhibit A and incorporated herein by reference.

C. The Town desires to enter into an Agreement with the Vendor to perform the Services, as set forth below.

AGREEMENT

NOW, THEREFORE, in consideration of the foregoing introduction and recitals, which are incorporated herein by reference, the following mutual covenants and conditions, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Town and the Vendor hereby agree as follows:

1. Term of Agreement. This Agreement shall be effective as of the date first set forth above and attested to by the Town Clerk pursuant to Section 3-3-31 of the Town Code, and shall remain in full force and effect until June 30, 2027 (the “Initial Term”), unless terminated as otherwise provided in this Agreement. After the expiration of the Initial Term, this Agreement may be renewed for up four successive one-year terms (each, a “Renewal Term”) if: (i) it is deemed in the best interests of the Town, subject to availability and appropriation of funds for renewal, (ii) at least 30 days prior to the end of the then-current term of this Agreement, the Vendor requests, in writing, to extend this Agreement for an additional one-year term and (iii) the Town approves the additional one-year term in writing (including any price adjustments approved as part of this Agreement), as evidenced by the Town Manager’s signature thereon, which approval may be withheld by the Town for any reason. The Vendor’s failure to seek a renewal of this Agreement shall cause this Agreement to terminate at the end of the then-current term of this Agreement; provided, however, that the Town may, at its discretion and with the agreement of the Vendor, elect to waive this requirement and renew this Agreement. The Initial Term and all Renewal

Terms, if any, are collectively referred to herein as the “Term.” Upon renewal, the terms and conditions of this Agreement shall remain in full force and effect.

2. Scope of Work. Vendor shall provide the Services as set forth in the Proposal attached hereto as Exhibit A and incorporated herein by reference.

3. Compensation. The Town shall pay the Vendor an amount not to exceed **\$150,000** per Term at the rates set forth in the Proposal attached.

4. Payments. The Town shall pay the Vendor monthly (and the Vendor shall invoice the Town monthly), based upon work performed and completed to date, and upon submission and approval of invoices. All invoices shall document and itemize all work completed to date. Each invoice statement shall include a record of time expended and work performed in sufficient detail to justify payment. All invoices and statements shall be emailed to accountspayable@fountainhillsaz.gov. This Agreement must be referenced on all invoices. Town Finance will not disburse any payments to Vendors without a valid business license, as applicable.

5. Documents. All documents, including any intellectual property rights thereto, prepared and submitted to the Town pursuant to this Agreement shall be the property of the Town.

6. Vendor Personnel. Vendor shall provide adequate, experienced personnel, capable of and devoted to the successful performance of the Services under this Agreement. Vendor agrees to assign specific individuals to key positions. If deemed qualified, the Vendor is encouraged to hire Town residents to fill vacant positions at all levels. Vendor agrees that, upon commencement of the Services to be performed under this Agreement, key personnel shall not be removed or replaced without prior written notice to the Town. If key personnel are not available to perform the Services for a continuous period exceeding 30 calendar days, or are expected to devote substantially less effort to the Services than initially anticipated, Vendor shall immediately notify the Town of same and shall, subject to the concurrence of the Town, replace such personnel with personnel possessing substantially equal ability and qualifications.

7. Inspection; Acceptance. All work shall be subject to inspection and acceptance by the Town at reasonable times during Vendor’s performance. The Vendor shall provide and maintain a self-inspection system that is acceptable to the Town.

8. Licenses; Materials. Vendor shall maintain in current status all federal, state and local licenses and permits required for the operation of the business conducted by the Vendor. The Town has no obligation to provide Vendor, its employees or subcontractors any business registrations or licenses required to perform the specific services set forth in this Agreement. The Town has no obligation to provide tools, equipment or material to Vendor.

9. Performance Warranty. Vendor warrants that the Services rendered will conform to the requirements of this Agreement and with the care and skill ordinarily used by members of the same profession practicing under similar circumstances at the same time and in the same locality.

10. Indemnification. To the fullest extent permitted by law, the Vendor shall indemnify, defend and hold harmless the Town and each council member, officer, employee or agent thereof (the Town and any such person being herein called an "Indemnified Party"), for, from and against any and all losses, claims, damages, liabilities, costs and expenses (including, but not limited to, reasonable attorneys' fees, court costs and the costs of appellate proceedings) to which any such Indemnified Party may become subject, under any theory of liability whatsoever ("Claims"), insofar as such Claims (or actions in respect thereof) relate to, arise out of, or are caused by or based upon the negligent acts, intentional misconduct, errors, mistakes or omissions, breach of contract, in connection with the work or services of the Vendor, its officers, employees, agents, or any tier of subcontractor in the performance of this Agreement. The amount and type of insurance coverage requirements set forth below will in no way be construed as limiting the scope of the indemnity in this Section.

11. Insurance.

11.1 General.

A. Insurer Qualifications. Without limiting any obligations or liabilities of Vendor, Vendor shall purchase and maintain, at its own expense, hereinafter stipulated minimum insurance with insurance companies authorized to do business in the State of Arizona pursuant to ARIZ. REV. STAT. § 20-206, as amended, with an AM Best, Inc. rating of A- or above with policies and forms satisfactory to the Town. Failure to maintain insurance as specified herein may result in termination of this Agreement at the Town's option.

B. No Representation of Coverage Adequacy. By requiring insurance herein, the Town does not represent that coverage and limits will be adequate to protect Vendor. The Town reserves the right to review any and all of the insurance policies and/or endorsements cited in this Agreement but has no obligation to do so. Failure to demand such evidence of full compliance with the insurance requirements set forth in this Agreement or failure to identify any insurance deficiency shall not relieve Vendor from, nor be construed or deemed a waiver of, its obligation to maintain the required insurance at all times during the performance of this Agreement.

C. Additional Insured. All insurance coverage, except Workers' Compensation insurance and Professional Liability insurance, if applicable, shall name, to the fullest extent permitted by law for claims arising out of the performance of this Agreement, the Town, its agents, representatives, officers, directors, officials and employees as Additional Insured as specified under the respective coverage sections of this Agreement.

D. Coverage Term. All insurance required herein shall be maintained in full force and effect until all work or services required to be performed under the terms of this Agreement are satisfactorily performed, completed and formally accepted by the Town, unless specified otherwise in this Agreement.

E. Primary Insurance. Vendor's insurance shall be primary insurance with respect to performance of this Agreement and in the protection of the Town as an Additional Insured; the Town's insurance shall be non-contributory.

F. Claims Made. In the event any insurance policies required by this Agreement are written on a "claims made" basis, coverage shall extend, either by keeping coverage in force or purchasing an extended reporting option, for three years past completion and acceptance of the services. Such continuing coverage shall be evidenced by submission of annual Certificates of Insurance citing applicable coverage is in force and contains the provisions as required herein for the three-year period.

G. Waiver. All policies, except for Professional Liability, including Workers' Compensation insurance, shall contain a waiver of rights of recovery (subrogation) against the Town, its agents, representatives, officials, officers and employees for any claims arising out of the work or services of Vendor. Vendor shall arrange to have such subrogation waivers incorporated into each policy via formal written endorsement thereto.

H. Policy Deductibles and/or Self-Insured Retentions. The policies set forth in these requirements may provide coverage that contains deductibles or self-insured retention amounts. Such deductibles or self-insured retention shall not be applicable with respect to the policy limits provided to the Town. Vendor shall be solely responsible for any such deductible or self-insured retention amount.

I. Use of Subcontractors. If any work under this Agreement is subcontracted in any way, Vendor shall execute written agreements with its subcontractors containing the indemnification provisions set forth in this Agreement and insurance requirements set forth herein protecting the Town and Vendor. Vendor shall be responsible for executing any agreements with its subcontractors and obtaining certificates of insurance verifying the insurance requirements.

J. Evidence of Insurance. Prior to commencing any work or services under this Agreement, Vendor will provide the Town with suitable evidence of insurance in the form of certificates of insurance and a copy of the declaration page(s) of the insurance policies as required by this Agreement, issued by Vendor's insurance insurer(s) as evidence that policies are placed with acceptable insurers as specified herein and provide the required coverages, conditions and limits of coverage specified in this Agreement and that such coverage and provisions are in full force and effect. Confidential information such as the policy premium may be redacted from the declaration page(s) of each insurance policy, provided that such redactions do not alter any of the information required by this Agreement. The Town shall reasonably rely upon the certificates of insurance and declaration page(s) of the insurance policies as evidence of coverage but such acceptance and reliance shall not waive or alter in any way the insurance requirements or obligations of this Agreement. If any of the policies required by this Agreement expire during the life of this Agreement, it shall be Vendor's responsibility to forward renewal certificates and declaration page(s) to the Town 30 days prior to the expiration date. All certificates of

insurance and declarations required by this Agreement shall be identified by referencing the RFP number and title or this Agreement. A \$25.00 administrative fee shall be assessed for all certificates or declarations received without the appropriate RFP number and title or a reference to this Agreement, as applicable. Additionally, certificates of insurance and declaration page(s) of the insurance policies submitted without referencing the appropriate RFP number and title or a reference to this Agreement, as applicable, will be subject to rejection and may be returned or discarded. Certificates of insurance and declaration page(s) shall specifically include the following provisions:

(1) The Town, its agents, representatives, officers, directors, officials and employees are Additional Insureds as follows:

(a) Commercial General Liability – Under Insurance Services Office, Inc., (“ISO”) Form CG 20 10 03 97 or equivalent.

(b) Auto Liability – Under ISO Form CA 20 48 or equivalent.

(c) Excess Liability – Follow Form to underlying insurance.

(2) Vendor’s insurance shall be primary insurance with respect to performance of this Agreement.

(3) All policies, except for Professional Liability, including Workers’ Compensation, waive rights of recovery (subrogation) against Town, its agents, representatives, officers, officials and employees for any claims arising out of work or services performed by Vendor under this Agreement.

(4) ACORD certificate of insurance form 25 (2014/01) is preferred. If ACORD certificate of insurance form 25 (2001/08) is used, the phrases in the cancellation provision “endeavor to” and “but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives” shall be deleted. Certificate forms other than ACORD form shall have similar restrictive language deleted.

11.2 Required Insurance Coverage.

A. Commercial General Liability. Vendor shall maintain “occurrence” form Commercial General Liability insurance with an unimpaired limit of not less than \$1,000,000 for each occurrence, \$2,000,000 Products and Completed Operations Annual Aggregate and a \$2,000,000 General Aggregate Limit. The policy shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury. Coverage under the policy will be at least as broad as ISO policy form CG 00 010 93 or equivalent thereof, including but not limited to, separation of insured’s clause. To the fullest extent allowed by law, for claims

arising out of the performance of this Agreement, the Town, its agents, representatives, officers, officials and employees shall be cited as an Additional Insured under ISO, Commercial General Liability Additional Insured Endorsement form CG 20 10 03 97, or equivalent, which shall read "Who is an Insured (Section II) is amended to include as an insured the person or organization shown in the Schedule, but only with respect to liability arising out of "your work" for that insured by or for you." If any Excess insurance is utilized to fulfill the requirements of this subsection, such Excess insurance shall be "follow form" equal or broader in coverage scope than underlying insurance.

B. Vehicle Liability. Vendor shall maintain Business Automobile Liability insurance with a limit of \$1,000,000 each occurrence on Vendor's owned, hired and non-owned vehicles assigned to or used in the performance of the Vendor's work or services under this Agreement. Coverage will be at least as broad as ISO coverage code "1" "any auto" policy form CA 00 01 12 93 or equivalent thereof. To the fullest extent allowed by law, for claims arising out of the performance of this Agreement, the Town, its agents, representatives, officers, directors, officials and employees shall be cited as an Additional Insured under ISO Business Auto policy Designated Insured Endorsement form CA 20 48 or equivalent. If any Excess insurance is utilized to fulfill the requirements of this subsection, such Excess insurance shall be "follow form" equal or broader in coverage scope than underlying insurance.

C. Professional Liability. If this Agreement is the subject of any professional services or work, or if the Vendor engages in any professional services or work in any way related to performing the work under this Agreement, the Vendor shall maintain Professional Liability insurance covering negligent errors and omissions arising out of the Services performed by the Vendor, or anyone employed by the Vendor, or anyone for whose negligent acts, mistakes, errors and omissions the Vendor is legally liable, with an unimpaired liability insurance limit of \$2,000,000 each claim and \$2,000,000 annual aggregate.

D. Workers' Compensation Insurance. Vendor shall maintain Workers' Compensation insurance to cover obligations imposed by federal and state statutes having jurisdiction over Vendor's employees engaged in the performance of work or services under this Agreement and shall also maintain Employers Liability Insurance of not less than \$500,000 for each accident, \$500,000 disease for each employee and \$1,000,000 disease policy limit.

11.3 Cancellation and Expiration Notice. Insurance required herein shall not expire, be canceled, or be materially changed without 30 days' prior written notice to the Town.

12. Termination; Cancellation.

12.1 For Town's Convenience. This Agreement is for the convenience of the Town and, as such, may be terminated without cause after receipt by Vendor of written notice by the Town. Upon termination for convenience, Vendor shall be paid for all undisputed services performed to the termination date.

12.2 For Cause. If either party fails to perform any obligation pursuant to this Agreement and such party fails to cure its nonperformance within 30 days after notice of nonperformance is given by the non-defaulting party, such party will be in default. In the event of such default, the non-defaulting party may terminate this Agreement immediately for cause and will have all remedies that are available to it at law or in equity including, without limitation, the remedy of specific performance. If the nature of the defaulting party's nonperformance is such that it cannot reasonably be cured within 30 days, then the defaulting party will have such additional periods of time as may be reasonably necessary under the circumstances, provided the defaulting party immediately (A) provides written notice to the non-defaulting party and (B) commences to cure its nonperformance and thereafter diligently continues to completion the cure of its nonperformance. In no event shall any such cure period exceed 90 days. In the event of such termination for cause, payment shall be made by the Town to the Vendor for the undisputed portion of its fee due as of the termination date.

12.3 Due to Work Stoppage. This Agreement may be terminated by the Town upon 30 days' written notice to Vendor in the event that the Services are permanently abandoned. In the event of such termination due to work stoppage, payment shall be made by the Town to the Vendor for the undisputed portion of its fee due as of the termination date.

12.4 Conflict of Interest. This Agreement is subject to the provisions of ARIZ. REV. STAT. § 38-511. The Town may cancel this Agreement without penalty or further obligations by the Town or any of its departments or agencies if any person significantly involved in initiating, negotiating, securing, drafting or creating this Agreement on behalf of the Town or any of its departments or agencies is, at any time while this Agreement or any extension of this Agreement is in effect, an employee of any other party to this Agreement in any capacity or a Vendor to any other party of this Agreement with respect to the subject matter of this Agreement.

12.5 Gratuities. The Town may, by written notice to the Vendor, cancel this Agreement if it is found by the Town that gratuities, in the form of economic opportunity, future employment, entertainment, gifts or otherwise, were offered or given by the Vendor or any agent or representative of the Vendor to any officer, agent or employee of the Town for the purpose of securing this Agreement. In the event this Agreement is canceled by the Town pursuant to this provision, the Town shall be entitled, in addition to any other rights and remedies, to recover and withhold from the Vendor an amount equal to 150% of the gratuity.

12.6 Agreement Subject to Appropriation. This Agreement is subject to the provisions of ARIZ. CONST. ART. IX, § 5 and ARIZ. REV. STAT. § 42-17106. The provisions of this Agreement for payment of funds by the Town shall be effective when funds are appropriated for purposes of this Agreement and are actually available for payment. The Town shall be the sole judge and authority in determining the availability of funds under this Agreement and the Town shall keep the Vendor fully informed as to the availability of funds for this Agreement. The obligation of the Town to make any payment pursuant to this Agreement is a current expense of the Town, payable exclusively from such annual appropriations, and is not a general obligation or indebtedness of the Town. If the Town Council fails to appropriate money sufficient to pay the amounts as set forth in this Agreement during any immediately succeeding fiscal year, this

Agreement shall terminate at the end of then-current fiscal year and the Town and the Vendor shall be relieved of any subsequent obligation under this Agreement.

13. Miscellaneous.

13.1 Independent Contractor. It is clearly understood that each party will act in its individual capacity and not as an agent, employee, partner, joint venturer, or associate of the other. An employee or agent of one party shall not be deemed or construed to be the employee or agent of the other for any purpose whatsoever. The Vendor acknowledges and agrees that the Services provided under this Agreement are being provided as an independent contractor, not as an employee or agent of the Town. Vendor, its employees and subcontractors are not entitled to workers' compensation benefits from the Town. The Town does not have the authority to supervise or control the actual work of Vendor, its employees or subcontractors. The Vendor, and not the Town, shall determine the time of its performance of the services provided under this Agreement so long as Vendor meets the requirements as agreed in Section 2 above and in Exhibit A. Vendor is neither prohibited from entering into other contracts nor prohibited from practicing its profession elsewhere. Town and Vendor do not intend to nor will they combine business operations under this Agreement.

13.2 Applicable Law; Venue. This Agreement shall be governed by the laws of the State of Arizona and suit pertaining to this Agreement may be brought only in courts in Maricopa County, Arizona.

13.3 Laws and Regulations. Vendor shall keep fully informed and shall at all times during the performance of its duties under this Agreement ensure that it and any person for whom the Vendor is responsible abides by, and remains in compliance with, all rules, regulations, ordinances, statutes or laws affecting the Services, including, but not limited to, the following: (A) existing and future Town and County ordinances and regulations; (B) existing and future State and Federal laws; and (C) existing and future Occupational Safety and Health Administration standards.

13.4 Amendments. This Agreement may be modified only by a written amendment signed by persons duly authorized to enter into contracts on behalf of the Town and the Vendor.

13.5 Provisions Required by Law. Each and every provision of law and any clause required by law to be in this Agreement will be read and enforced as though it were included herein and, if through mistake or otherwise any such provision is not inserted, or is not correctly inserted, then upon the application of either party, this Agreement will promptly be physically amended to make such insertion or correction.

13.6 Severability. The provisions of this Agreement are severable to the extent that any provision or application held to be invalid by a Court of competent jurisdiction shall not affect any other provision or application of this Agreement which may remain in effect without the invalid provision or application.

13.7 Entire Agreement; Interpretation; Parol Evidence. This Agreement represents the entire agreement of the parties with respect to its subject matter, and all previous agreements, whether oral or written, entered into prior to this Agreement are hereby revoked and superseded by this Agreement. No representations, warranties, inducements or oral agreements have been made by any of the parties except as expressly set forth herein, or in any other contemporaneous written agreement executed for the purposes of carrying out the provisions of this Agreement. This Agreement shall be construed and interpreted according to its plain meaning, and no presumption shall be deemed to apply in favor of, or against the party drafting this Agreement. The parties acknowledge and agree that each has had the opportunity to seek and utilize legal counsel in the drafting of, review of, and entry into this Agreement.

13.8 Assignment; Delegation. No right or interest in this Agreement shall be assigned or delegated by Vendor without prior, written permission of the Town, signed by the Town Manager. Any attempted assignment or delegation by Vendor in violation of this provision shall be a breach of this Agreement by Vendor.

13.9 Subcontracts. No subcontract shall be entered into by the Vendor with any other party to furnish any of the material or services specified herein without the prior written approval of the Town. The Vendor is responsible for performance under this Agreement whether or not subcontractors are used. Failure to pay subcontractors in a timely manner pursuant to any subcontract shall be a material breach of this Agreement by Vendor.

13.10 Rights and Remedies. No provision in this Agreement shall be construed, expressly or by implication, as waiver by the Town of any existing or future right and/or remedy available by law in the event of any claim of default or breach of this Agreement. The failure of the Town to insist upon the strict performance of any term or condition of this Agreement or to exercise or delay the exercise of any right or remedy provided in this Agreement, or by law, or the Town's acceptance of and payment for services, shall not release the Vendor from any responsibilities or obligations imposed by this Agreement or by law, and shall not be deemed a waiver of any right of the Town to insist upon the strict performance of this Agreement.

13.11 Attorneys' Fees. In the event either party brings any action for any relief, declaratory or otherwise, arising out of this Agreement or on account of any breach or default hereof, the prevailing party shall be entitled to receive from the other party reasonable attorneys' fees and reasonable costs and expenses, determined by the court sitting without a jury, which shall be deemed to have accrued on the commencement of such action and shall be enforced whether or not such action is prosecuted through judgment.

13.12 Liens. All materials or services shall be free of all liens and, if the Town requests, a formal release of all liens shall be delivered to the Town.

13.13 Offset.

A. Offset for Damages. In addition to all other remedies at law or equity, the Town may offset from any money due to the Vendor any amounts Vendor owes to the Town for damages resulting from breach or deficiencies in performance or breach of any obligation under this Agreement.

B. Offset for Delinquent Fees or Taxes. The Town may offset from any money due to the Vendor any amounts Vendor owes to the Town for delinquent fees, transaction privilege taxes and property taxes, including any interest or penalties.

13.14 Notices and Requests. Any notice or other communication required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been duly given if (A) delivered to the party at the address set forth below, (B) deposited in the U.S. Mail, registered or certified, return receipt requested, to the address set forth below or (C) given to a recognized and reputable overnight delivery service, to the address set forth below:

If to the Town: Town of Fountain Hills
16705 East Avenue of the Fountains
Fountain Hills, Arizona 85268
Attn: Rachael Goodwin, Town Manager

With copy to: Town of Fountain Hills
16705 East Avenue of the Fountains
Fountain Hills, Arizona 85268
Attn: Jennifer Wright, Town Attorney

If to Vendor: BIO-Janitorial Services, Inc.
6630 N. 47th Ave., Suite 4
Glendale, Az. 85301
Attn: Candace Anne

or at such other address, and to the attention of such other person or officer, as any party may designate in writing by notice duly given pursuant to this subsection. Notices shall be deemed received (A) when delivered to the party, (B) three business days after being placed in the U.S. Mail, properly addressed, with sufficient postage or (C) the following business day after being given to a recognized overnight delivery service, with the person giving the notice paying all required charges and instructing the delivery service to deliver on the following business day. If a copy of a notice is also given to a party's counsel or other recipient, the provisions above governing the date on which a notice is deemed to have been received by a party shall mean and refer to the date on which the party, and not its counsel or other recipient to which a copy of the notice may be sent, is deemed to have received the notice.

13.15 Confidentiality of Records. The Vendor shall establish and maintain procedures and controls that are acceptable to the Town for the purpose of ensuring that information contained in its records or obtained from the Town or from others in carrying out its obligations under this Agreement shall not be used or disclosed by it, its agents, officers, or

employees, except as required to perform Vendor's duties under this Agreement. Persons requesting such information should be referred to the Town. Vendor also agrees that any information pertaining to individual persons shall not be divulged other than to employees or officers of Vendor as needed for the performance of duties under this Agreement.

13.16 Records and Audit Rights. To ensure that the Vendor and its subcontractors are complying with the warranty under subsection 13.17 below, Vendor's and its subcontractor's books, records, correspondence, accounting procedures and practices, and any other supporting evidence relating to this Agreement, including the papers of any Vendor and its subcontractors' employees who perform any work or services pursuant to this Agreement (all of the foregoing hereinafter referred to as "Records"), shall be open to inspection and subject to audit and/or reproduction during normal working hours by the Town, to the extent necessary to adequately permit (A) evaluation and verification of any invoices, payments or claims based on Vendor's and its subcontractors' actual costs (including direct and indirect costs and overhead allocations) incurred, or units expended directly in the performance of work under this Agreement and (B) evaluation of the Vendor's and its subcontractors' compliance with the Arizona employer sanctions laws referenced in subsection 13.17 below. To the extent necessary for the Town to audit Records as set forth in this subsection, Vendor and its subcontractors hereby waive any rights to keep such Records confidential. For the purpose of evaluating or verifying such actual or claimed costs or units expended, the Town shall have access to said Records, even if located at its subcontractors' facilities, from the effective date of this Agreement for the duration of the work and until three years after the date of final payment by the Town to Vendor pursuant to this Agreement. Vendor and its subcontractors shall provide the Town with adequate and appropriate workspace so that the Town can conduct audits in compliance with the provisions of this subsection. The Town shall give Vendor or its subcontractors reasonable advance notice of intended audits. Vendor shall require its subcontractors to comply with the provisions of this subsection by insertion of the requirements hereof in any subcontract pursuant to this Agreement.

13.17 E-verify Requirements. To the extent applicable under ARIZ. REV. STAT. § 41-4401, the Vendor and its subcontractors warrant compliance with all federal immigration laws and regulations that relate to their employees and their compliance with the E-verify requirements under ARIZ. REV. STAT. § 23-214(A). Vendor's or its subcontractors' failure to comply with such warranty shall be deemed a material breach of this Agreement and may result in the termination of this Agreement by the Town.

13.18 Israel. Vendor certifies that it is not currently engaged in, and agrees for the duration of this Agreement that it will not engage in a "boycott," as that term is defined in ARIZ. REV. STAT. § 35-393, of Israel.

13.19 China. Pursuant to and in compliance with A.R.S. § 35-394, Vendor hereby agrees and certifies that it does not currently, and agrees for the duration of this Agreement that Vendor will not, use: (1) the forced labor of ethnic Uyghurs in the People's Republic of China; (2) any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China; or (3) any contractors, subcontractors or suppliers that use the forced labor or any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China. Vendor also hereby agrees to indemnify and hold harmless the Town, its officials, employees, and agents

from any claims or causes of action relating to the Town's action based upon reliance upon this representation, including the payment of all costs and attorney fees incurred by the Town in defending such as action.

13.20 Conflicting Terms. In the event of any inconsistency, conflict or ambiguity among the terms of this Agreement, any Town-approved invoices, and the RFP, and the Proposal, the documents shall govern in the order listed herein.

13.21 Non-Exclusive Contract. This Agreement is entered into with the understanding and agreement that it is for the sole convenience of the Town. The Town reserves the right to obtain like goods and services from another source when necessary.

13.22 Cooperative Purchasing. Specific eligible political subdivisions and nonprofit educational or public health institutions ("Eligible Procurement Unit(s)") are permitted to utilize procurement agreements developed by the Town, at their discretion and with the agreement of the awarded Vendor. Vendor may, at its sole discretion, accept orders from Eligible Procurement Unit(s) for the purchase of the Materials and/or Services at the prices and under the terms and conditions of this Agreement, in such quantities and configurations as may be agreed upon between the parties. All cooperative procurements under this Agreement shall be transacted solely between the requesting Eligible Procurement Unit and Vendor. Payment for such purchases will be the sole responsibility of the Eligible Procurement Unit. The exercise of any rights, responsibilities or remedies by the Eligible Procurement Unit shall be the exclusive obligation of such unit. The Town assumes no responsibility for payment, performance or any liability or obligation associated with any cooperative procurement under this Agreement. The Town shall not be responsible for any disputes arising out of transactions made by others.

[SIGNATURES ON FOLLOWING PAGES]

“Town”

TOWN OF FOUNTAIN HILLS,
an Arizona municipal corporation

FOR THE TOWN OF FOUNTAIN HILLS:

Town Manager

Date: _____

ATTESTED TO:



Town Clerk

Date: _____

APPROVED AS TO FORM:

Town Attorney

Date: _____

FOR THE VENDOR:

By:  Date: 5/29/26
Signing Time: 5/29/26 09:07 MST

Name: Candace Anne

Title: Strategic Partnerships Manager

EXHIBIT A
TO
PROFESSIONAL SERVICES AGREEMENT
BETWEEN
THE TOWN OF FOUNTAIN HILLS
AND
BIO-JANITORIAL SERVICE, INC.

[Vendor's Proposal/Bid]

See following pages.



Town of Fountain Hills
Admin-Procurement
Robert Durham, Procurement Administrator
16705 E. Avenue of the Fountains, Fountain Hills, AZ 85268

[BIO-JANITORIAL SERVICE, INC.] RESPONSE DOCUMENT REPORT

RFP No. RFP-2026-001

Janitorial Services Town-wide

RESPONSE DEADLINE: March 26, 2026 at 5:00 pm

Report Generated: Thursday, May 14, 2026

BIO-Janitorial Service, Inc. Response

CONTACT INFORMATION

Company:

BIO-Janitorial Service, Inc.

Email:

candace@biojanitorial.com

Contact:

Candace Anne

Address:

6630 N 47th Ave
Ste 4
Glendale, AZ 85301

Phone:

(623) 931-6216

Website:

www.biojanitorial.com

Submission Date:

Mar 26, 2026 2:16 PM (Mountain Time - Arizona)

ADDENDA CONFIRMATION

Addendum #1

Confirmed Mar 17, 2026 2:49 PM by Sales Bio

Addendum #2

Confirmed Mar 17, 2026 2:49 PM by Sales Bio

QUESTIONNAIRE

1. Certification

By confirming questions under this section, the Vendor certifies:

NO COLLUSION*

Pass

The submission of the Proposal did not involve collusion or other anti-competitive practices.

Confirmed

NO GRATUITY*

Pass

It has not given, offered to give, nor intends to give at any time hereafter, any economic opportunity, future employment, gift, loan, gratuity, special discount, trip favor or service to a Town employee, officer or agent in connection with the submitted Proposal. It (including the Vendor's employees, representatives, agents, lobbyists, attorneys, and subcontractors) has refrained, under penalty of disqualification, from direct or indirect contact for the purpose of influencing the selection or creating bias in the selection process with any person who may play a part in the selection process, including the Selection Committee, elected officials, the Town Manager, Assistant Town Managers, Department Heads, and other Town staff. All contact must be addressed to the Town's Procurement Agent,

except for questions submitted as set forth in Subsection 1.4 (Inquiries), above. Any attempt to influence the selection process by any means shall void the submitted Proposal and any resulting Agreement.

Confirmed

FINANCIAL STABILITY*

Pass

It is financially stable, solvent and has adequate cash reserves to meet all financial obligations including any potential costs resulting from an award of the Agreement.

Confirmed

NO SIGNATURE/FALSE OR MISLEADING STATEMENT*

Pass

The signature on the cover letter of the Proposal and the Vendor Information Form is genuine and the person signing has the authority to bind the Vendor. Failure to sign the Proposal and the Vendor Information Form, or signing either with a false or misleading statement, shall void the submitted Proposal and any resulting Agreement.

Confirmed

PROFESSIONAL SERVICES AGREEMENT*

Pass

In addition to reviewing and understanding the submittal requirements, it has reviewed the attached sample Professional Services Agreement including the Scope of Work and other Exhibits.

Confirmed

REFERENCE CHECKS*

Pass

References will be checked, and it is Vendor's responsibility to ensure that all information is accurate and current. Vendor authorizes the Town's representative to verify all information from these references and releases all those concerned from any liability in connection with the information they provide. Inability of the Town to verify references shall result in the Proposal being considered non-responsive.

Confirmed

2. Vendor Proposal

GENERAL INFORMATION*

Pass

- A. One page cover letter as described in the section titled "[RFP Submission Process](#)", the subsection titled "Required Submittal".
- B. Provide Vendor identification information. Explain the Vendor's legal organization including the legal name, address, identification number and legal form of the Vendor (e.g., partnership, corporation, joint venture, limited liability company, sole proprietorship). If a joint venture, identify the members of the joint venture and provide all of the information required under this section for each member. If a limited liability company, provide the name of the member or members authorized to act on the company's behalf. If the Vendor is a wholly owned subsidiary of another company, identify the parent company. If the corporation is a nonprofit corporation, provide nonprofit documentation. Provide the name, address and telephone number of the person to contact concerning the Proposal.
- C. Identify the location of the Vendor's principal office and the local work office, if different. Include any documentation that supports the Vendor's authority to provide services in Arizona.
- D. Provide a general description of the Vendor's organization, including years in business.
- E. Identify any contract or subcontract held by the Vendor or officers of the Vendor that have been terminated within the last five years. Briefly describe the circumstances and the outcome.
- F. Identify any claims arising from a contract which resulted in litigation or arbitration within the last five years. Briefly describe the circumstances and the outcome.

Organization_Chart_-_BIO.pdf

RFP-2026-001_2.1._General_Information-BIO-signed.pdf

EXPERIENCE AND QUALIFICATIONS OF THE VENDOR*

Pass

- A. Provide a detailed description of the Vendor's experience in providing similar services to municipalities or other entities of a similar size to the Town, specifically relating experience with respect to Janitorial Services Town-wide.
- B. Vendor must demonstrate successful completion of at least three similar projects within the past 60 months. For the purpose of this Solicitation, "successful completion" means completion of a project within the established schedule and budget and "similar projects" resemble this project in size, nature and scope. Provide a list of at least three organizations for which you successfully completed a similar project. This list shall include, at a minimum, the following information:
 1. Name of company or organization.
 2. Contact name.
 3. Contact address, telephone number and e-mail address.
 4. Type of services provided.
 5. Dates of contract initiation and expiration.

RFP-2026-001_2.2._Experience_and_Qualifications-BIO.pdf

KEY POSITIONS*

Pass

- A. Identify each key personnel member that will render services to the Town including title and relevant experience required, including the proposed project manager and project staff.
- B. Indicate the roles and responsibilities of each key position. Include senior members of the Vendor only from the perspective of what their role will be in providing services to the Town.
- C. If a subcontractor will be used for all work of a certain type, include information on this subcontractor. A detailed plan for providing supervision must be included.

- D. Attach a résumé and evidence of certification, if any, for each key personnel member and/or subcontractor to be involved in this project. Résumés should be attached together as a single appendix at the end of the Proposal and will not count toward the Proposal page limit. However, each resume shall not exceed two pages in length.

RFP-2026-001_2.3._Key_Positions-BIO.pdf

PROJECT APPROACH*

Pass

- A. Describe the Vendor's approach to performing the required Services in the section titled [Scope of Work](#), and its approach to contract management, including its perspective and experience on partnering, customer service, quality control, scheduling and staff.
- B. Describe any alternate approaches if it is believed that such an approach would best suit the needs of the Town. Include rationale for alternate approaches, and indicate how the Vendor will ensure that all efforts are coordinated with the Town's Representatives.

RFP-2026-001_2.4._Project_Approach-BIO.pdf

PRICING*

Pass

The Fee Proposal shall list the individual cost for each task or location and shall be provided in a spreadsheet format to enable the Town staff to determine (1) total labor hours, (2) key team member(s) proposed for each task and sub-task and (3) number of management and support personnel hours. The hourly rate, title of team member, and staff classification shall be included in the spreadsheet. Identify all other costs and subcontractor fees.

2.5._Pricing-BIO.xlsx

2.5._Pricing-BIO.pdf



Oliver Ibeh
CEO / Director of Operations

Tenure with Company: 36 Years (Since 1990).

Time Commitment: 20% dedicated to RFP 2026-001 for Executive Oversight and Strategic Planning

Reporting Authority: Operates at the Executive Level, reporting directly
to the Town Council and Procurement on all strategic issues.



Gloria Piepho

Business Manager

3+ Years With the Company

Time Commitment: 50%

(Dedicated Administrative Support)

Financial Management: Contract
Administration;
Specialized in Municipal Billing Protocols

Candace Anne

Strategic Partnerships Manager

2+ Years With the Company

Time Commitment: 15%

(Strategic Support/Client Liaison)

Strategic Partnerships; **OSHA 30-Hour
Construction;**
Quality Control (QC) Documentation Lead

Fernando Ocegueda

Operations/Contract Manager SPOC

19+ Years With the Company

Time Commitment: 100%

(Dedicated Contract Management)

Single Point of Contact (SPOC); 24/7 Emergency
Response; Certified in **Boomlift & Scissor Lift;**
OSHA 30-Hour Construction.

Veronica Chavez

HR / Payroll Manager

2+ Years With the Company

Time Commitment: 25%

(HR/Wage Compliance)

Prevailing Wage Compliance; E-Verify
Administrator; **Maximum Risk** Background
Screening Specialist

Working Supervisors

On-Site QC/Crew Leads

2 – 5 Years (Average) With the Company

Time Commitment: 100%

Clean Smarts Certified; **BBP & HAZCOM** Certified; Direct
Oversight of Route Safety & ensure strict adherence to
Wastewater Containment protocols

Synergy Construction Supervisor

Maintenance Liaison

55+ Years (Shared Executive Experience)

Time Commitment: **As Needed**

(On-demand Maintenance Dispatch)

KB-1 Dual Building Contractor License ROC 353599

Expert in Structural Maintenance & Emergency

Infrastructure Repairs

Custodial Staff

Cleaning Technicians

1 – 5 Years (Average) With the Company

100% (Daily Shift Execution)

Bloodborne Pathogen (BBP) Certified;
Beyond standard custodial duties, these
technicians are **Bloodborne Pathogen (BBP)**
Certified.

100% of staff are W-2 employees



BIO-Janitorial Service, Inc.

2.1. General Information for Janitorial Services: Town of Fountain Hills

Project ID: RFP-2026-001



Candace Anne
3-26-2026

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2.1.General Information:

A. Cover Letter

March 26, 2026

To: The Town of Fountain Hills
Attn: Procurement Division / Administration
16705 E. Avenue of the Fountains
Fountain Hills, AZ 85268

Subject: Proposal for Janitorial Services Town-wide – RFP-2026-001

Dear Selection Committee,

Since 1990, BIO-Janitorial Service, Inc. (BIO) has provided municipal stewardship rooted in our **"Born Green"** philosophy. For 36 years, we have maintained **APPA Level 2** standards without harsh toxins, protecting the Town's 13,006 acres of sensitive desert.

As an Arizona C Corporation, BIO replaces the national franchise model with **Direct Executive Accountability** and a dedicated 100% W-2 workforce.

Why BIO is the Right Partner:

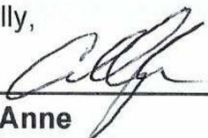
- **Transparency:** GPS-verified check-ins and time-stamped photo proof via **Clean Smarts™**.
- **Security:** Proven success managing high-clearance City of Phoenix Police and Fire facilities.
- **Protection:** Our **KB-1 Dual Building Contractor** status (ROC 353599) allows us to identify and report structural risks before they become emergency costs.
- **Specialization:** Non-toxic, odorless trailhead maintenance ensuring **MS4 Compliance**.

Superior Value Proposition:

- **Introductory Investment:** We will provide the **first month of service at our own expense** to prove our value.
- **Waste Reduction:** We will audit and monitor Town-provided consumables to prevent loss and maximize budget efficiency.

Backed by a **\$400,000 readiness line of credit**, BIO is prepared to transition and protect your 59,000 square feet of public space.

Respectfully,



Candace Anne

Strategic Partnerships Manager, BIO-Janitorial Service, Inc.

B. Vendor Identification Information

BIO-Janitorial Service, Inc. provides the following organizational details in accordance with the Town's requirements:

- **Legal Name:** BIO-Janitorial Service, Inc.
- **Legal Form:** C Corporation (An Arizona Corporation)
- **Identification Number (EIN):** 86-0735138
- **Entity Identifiers: Unique Entity ID:** H8QCR8K9JEN6; **CAGE Code:** 3BX00
- **Parent Company:** Not applicable; BIO is an independent Arizona corporation and is not a subsidiary of any other company.
- **Joint Venture:** Not applicable; BIO is not submitting this proposal as part of a joint venture.

Authorized Contact for Proposal

The following individual is responsible for this proposal and is authorized to act on behalf of the corporation:

- **Name:** Candace Anne
- **Title:** Strategic Partnerships Manager
- **Address:** 6630 N. 47th Ave, Ste 4, Glendale, AZ 85301
- **Telephone Number:** 623-931-6216
- **Email Address:** candace@biojanitorial.com

C. Office Locations and Authority to Conduct Business

- **Principal Office:** 6630 N. 47th Ave, Ste 4, Glendale, AZ 85301.
- **Local Work Office:** All operations for the Town of Fountain Hills will be managed from our Glendale headquarters, located approximately 12 miles from the Town Hall. This proximity ensures rapid response times and direct executive oversight of all campus and trailhead locations.
- **Authority to Provide Services:** BIO-Janitorial Service, Inc. is an Arizona corporation in good standing. We maintain a **KB-1 Dual Building Contractor License (ROC 353599)**, authorizing us to perform comprehensive facility and infrastructure maintenance throughout the state.

D. General Description and Years in Business

- **Years in Business:** 36 Years (Established 1990).
- **Organization Description:** BIO is a 100% minority-owned Arizona C Corporation specialized in municipal and educational custodial stewardship. We were "**Born Green,**" founded on the principle of achieving high-performance **APPA Level 2** results through non-toxic, bleach-free chemistry. Unlike franchise aggregators, we utilize a **100% W-2 internal workforce** habituated to high-security environments like the City of Phoenix Police and Fire departments.

E. Terminated Contracts or Subcontracts (Last 5 Years)

- **Status:** None.
- **Description:** Neither BIO-Janitorial Service, Inc. nor its officers have had any contracts or subcontracts terminated for cause or convenience within the last five years. Our growth is built upon long-term contract retention, such as our decade-long partnership with City of Phoenix Parks.

F. Litigation and Arbitration Claims (Last 5 Years)

- **Status:** None.
- **Description:** BIO has zero claims arising from a contract that resulted in litigation or arbitration within the last five years. We prioritize proactive field-level resolution and transparent communication to eliminate disputes.

BIO-Janitorial Service, Inc.

2.2. Experience and Qualifications of the Vendor for Janitorial Services: Town of Fountain Hills

Project ID: RFP-2026-001



Candace Anne
3-26-2026

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2.2. Experience and Qualifications of the Vendor

A. Institutional Experience and Municipal Scale

BIO-Janitorial Service, Inc. (BIO) provides the Town of Fountain Hills with **36 years of specialized experience** in municipal custodial stewardship. Our organizational model is engineered to manage the complexities of "Town-wide" services, where diverse asset types—ranging from high-security administrative and public safety offices to high-traffic recreational trailheads—require distinct, high-performance operational protocols.

Public Safety & High-Security Command

Our extensive history with the **City of Phoenix Police and Fire Departments** has habituated our workforce to the rigorous background clearances and professional integrity essential for the **Fountain Hills Sheriff's Office (MCSO)**. BIO technicians are trained to operate seamlessly within:

- **Evidence & Holding Areas:** Maintaining strict sanitation without disturbing the integrity of high-security zones.
- **24/7 Operational Hubs:** Executing "silent" cleaning rotations that do not interfere with emergency dispatch or officer briefings.
- **Restricted Access Zones:** Adhering to strict key-control and biometric access logs mandated by municipal public safety departments.

W-2 Workforce Integrity

BIO mitigates the Town's liability and operational risk by employing a **100% W-2 workforce**. Unlike franchise models relying on independent contractors, every technician entering a Town facility is a direct employee of our C Corporation.

- **Vetting & Security:** Every technician undergoes rigorous, nationwide criminal background checks, multi-state sex offender registry searches, and E-Verify documentation.
- **Specialized Training:** All field staff are certified in **Bloodborne Pathogen Safety and Biohazard Remediation**.
- **Safety Compliance:** We ensure 100% adherence to **OSHA and ADOSH standards**, including proper Chemical Hazard Communication (HazCom) and the correct use of Personal Protective Equipment (PPE).

Infrastructure Preservation (The "Asset Guardian" Model)

Because BIO is the parent company to **Synergy Construction Services, LLC**—a licensed **KB-1 Dual Building Contractor (ROC 353599)**—our experience extends well beyond surface-level aesthetics. Under this framework, technicians identify and log structural vulnerabilities:

- **Early-Stage Moisture Intrusion:** Spotting ceiling stains or pipe "sweating" before they become costly floods.
- **Mechanical Wear:** Identifying unusual HVAC noises or hardware failures in high-traffic areas.

- **Safety Hazards:** Reporting loose handrails or flooring transitions that pose a trip risk.

"Born Green" Environmental Expertise

Established in 1990, BIO's **"Born Green"** philosophy utilizes proprietary, non-toxic, and bleach-free chemistry specifically engineered to protect the Town's **13,006 acres of sensitive desert ecosystems**.

- **Ecosystem Protection:** Biodegradable, phosphate-free solutions prevent toxic runoff in areas like **Adero Canyon**.
- **Superior Air Quality:** Eliminating bleach and synthetic fragrances supports a healthier environment in enclosed public spaces.
- **Odor Elimination:** Bio-enzymatic cleaners digest organic matter at the source in high-heat outdoor park restrooms.

B. List of Similar Projects (Past 60 Months)

BIO defines "successful completion" as delivering high-performance custodial results within the established municipal schedule and budget. The following three projects demonstrate our capacity to manage the size, nature, and scope of a Town-wide contract.

Reference 1: High-Security Municipal Operations

Organization: *City of Phoenix Police Department*

- **Contact Name:** Christy Alonzo, Management Services Administrator
- **Contact Info:** 620 W. Washington St, Phoenix, AZ 85003 | (602) 531-3622 | christina.alonzo@phoenix.gov
- **Type of Services:** BIO provides comprehensive high-security custodial and specialized maintenance for **134,785 sq. ft.** of mission-critical environments. This scope includes active police precincts, sensitive evidence storage areas, and specialized holding cells that require medical-grade disinfection and strict adherence to law enforcement safety protocols.
- **Dates:** March 2023 – Present
- **Relevance to Fountain Hills:** This project directly mirrors the rigorous security, confidentiality, and high-frequency disinfection requirements of the **Fountain Hills Sheriff's Office (MCSO)**. BIO's experience managing the complexities of a major metropolitan police headquarters ensures we have the vetted personnel and specialized training necessary to maintain the Town's public safety assets without operational interruption.

Reference 2: Decentralized Emergency Response Logistics

Organization: *City of Phoenix Fire Department*

- **Contact Name:** Silvio Vaninetti, Facilities Administrator
- **Contact Info:** 2625 S. 19th Ave, Phoenix, AZ 85009 | 602-262-7925 | silvio.vaninetti@phoenix.gov
- **Type of Services:** BIO executes routine daily and nightly custodial services for **21 decentralized fire stations**, operating **7 days a week, 365 days a year**. This high-readiness scope requires seamless coordination across multiple

geographical points, ensuring that living quarters, apparatus bays, and administrative areas remain sanitized and operational at all times. The contract also includes specialized floor care and deep-cleaning protocols tailored to the unique demands of 24/7 emergency response facilities.

- **Dates:** June 2021 – Present
- **Relevance to Fountain Hills:** This project demonstrates BIO's capacity to manage **complex, multi-site logistics** across Town-wide assets. Much like the Town's diverse portfolio—which spans from the Town Hall and Library to remote park buildings—our work with the Fire Department proves our ability to maintain consistent service levels and rapid response times across geographically dispersed locations without a drop in quality or oversight.

Reference 3: Public Lands and Recreational Stewardship

Organization: *City of Phoenix Parks & Recreation*

- **Contact Name:** Claire Miller, Preserve/Park Supervisor
- **Contact Info:** 200 W. Washington St, Phoenix, AZ 85003 | 602-495-5506 | claire.miller@phoenix.gov
- **Type of Services:** BIO provides comprehensive custodial and environmental maintenance for high-traffic trailhead assets and visitor centers. This specialized scope includes 365-day restroom sanitation, high-volume trash removal, and the maintenance of desert-sensitive public facilities. Our team ensures that these remote assets remain pristine and safe for the public while strictly adhering to non-toxic "Born Green" cleaning protocols to prevent environmental degradation in protected preserve areas.
- **Dates:** September 2019 – December 2024 (Extended)
- **Relevance to Fountain Hills:** This contract mirrors the specific logistical and environmental requirements of **Fountain Park, Adero Canyon, and Golden Eagle Trailheads**. BIO's 5-year tenure (including a performance-based extension) with the City of Phoenix Parks Department proves our ability to manage remote assets that lack traditional facility infrastructure, ensuring an odorless and welcoming experience for residents and tourists in Fountain Hills' most sensitive desert environments.

C. Technology-Driven Accountability

Our qualifications are reinforced by the **Clean Smarts™ ecosystem**, transforming custodial services into a measurable operation.

- **GPS-Verified Performance:** Technicians must be within a GPS-fenced radius of the Fountain Hills site to clock in, ensuring 100% labor accountability.
- **Digital Audit Trail:** Every task is documented with time-stamped **"Before/After" photo evidence** uploaded in real-time.
- **Real-Time Reporting:** A unified dashboard allows Town staff to monitor performance metrics and project status across all locations instantly.
- **Asset Health Notifications:** Technicians use the app to flag maintenance issues (e.g., leaking fixtures or broken gates) instantly to Town representatives.

BIO-Janitorial Service, Inc.

2.3. Key Positions for Janitorial Services: Town of Fountain Hills

Project ID: RFP-2026-001



Candace Anne
3-25-2026

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RFP-2026-001_2.3. Key Positions-BIO

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2.3. Key Positions

BIO-Janitorial Service, Inc. (BIO) provides a leadership team built on **Permanent Accountability**. Unlike the franchise-based incumbent, our key personnel are direct employees of our C Corporation, ensuring the Town of Fountain Hills has a dedicated, local chain of command and immediate access to decision-makers.

A. & B. Key Personnel, Titles, Experience, and Roles

BIO's leadership offers a combined **56 years of Arizona-specific municipal experience**, providing the Town with a team that is already habituated to the security and environmental standards of the Maricopa County region.

Name	Title	Relevant Experience	Role & Responsibility for the Town
Oliver Ibeh	CEO & Director of Operations	36 years of executive oversight in AZ municipal/educational contracts.	Contract Manager: Primary POC for Town administration; manages \$400,000 line of credit for mobilization and emergency readiness.
Fernando Ocegüera	Operations Manager	20 years of direct field management and quality control at BIO.	Project Manager (SPOC): Single Point of Contact for daily operations; manages Clean Smarts™ digital audit trail and night-shift transitions.
Candace Anne	Strategic Partnerships Manager	Expert in municipal contract alignment and long-term client stewardship.	Liaison: Ensures contractual alignment and manages long-term relationship health and "Born Green" environmental compliance.
Veronica Chavez	HR / Payroll Manager	Specialized in W-2 workforce vetting and safety compliance.	Security/Safety Compliance: Manages W-2 workforce vetting, specifically background checks for the Sheriff's Office staff.
Gloria Piepho	Business Manager	Expert in municipal invoicing and fiscal transparency.	Fiscal Controller: Responsible for accurate invoicing, audit-ready records, and transparent financial reporting to the Town.

C. Subcontractors and Supervision Plan

- **Direct Execution:** BIO performs **100% of routine custodial, floor care, and window cleaning** with our in-house W-2 staff. By eliminating subcontractors for core services, we ensure maximum quality control and security integrity for the Town Hall and Sheriff's Office.
- **Subcontractor Utilization:** For highly technical infrastructure needs that fall outside standard custodial scopes (e.g., specialized HVAC duct cleaning or major structural repairs), BIO may utilize vetted partners under the oversight of our **KB-1 Dual Building Contractor License (ROC 353599)**.
- **Supervision Plan:** All work—whether performed by in-house staff or specialized partners—is subject to **GPS-verified truth** via the Clean Smarts™ ecosystem.
 - **Photo Proof:** *High-priority tasks* are marked "complete" with time-stamped **"Before/After" photo documentation** uploaded to the CleanSmarts portal.
 - **Audit Trail:** The Operations Manager (Fernando Ocegüera) reviews daily digital logs and conducts unannounced site audits to ensure **APPA Level 2 (Ordinary Tidiness)** standards are met or exceeded.

D. Résumés and Certifications

BIO is led by a veteran management team with a combined century of experience in high-security municipal operations and strategic infrastructure.

- **Oliver Ibeh (CEO):** Holds a **KB-1 Dual Building Contractor License**, authorizing BIO to manage both commercial and residential structural maintenance projects. With 34 years of experience, he oversees strategic planning and transition management.
- **Fernando Ocegüera (Operations Manager):** A results-driven leader and the firm's primary authority on the **Clean Smarts™** data-driven inspection framework. He leads BIO's high-security night staff operations and specialized floor care crews.
- **Candace Anne (Strategic Partnerships Manager):** Specializes in project execution and stakeholder relations. She holds a **Sustainable Landscape Management (SLM)** certification and is an Arizona Landscape Contractor Professional (ALCP) student, ensuring the Town's "Born Green" environmental mandates are met.
- **Evidence of Certification:** BIO maintains active **ADOSH** safety compliance and utilizes **Green Seal Certified** cleaning protocols for all Town facilities.

Appendix: Key Personnel Résumés

Oliver Ibeh | CEO / Director of Operations

oliver@biojanitorial.com | 623-931-6216 | Glendale, AZ

Role for the Town of Fountain Hills: As CEO and Director of Operations, Oliver provides **Executive Oversight, Financial Control, and Strategic Direction**. He serves as the primary point of contact for Town administration, ensuring 100% compliance with municipal mandates and managing the \$400,000 line of credit reserved for mobilization and emergency readiness.

Professional Summary

Oliver is a results-oriented executive with **36 years of experience** in custodial, general maintenance, repair, and operations management. He is recognized for his ability to lead multi-million-dollar service companies and implement complex performance-monitoring methodologies that bridge the gap between janitorial services and structural facility preservation.

Core Technical Qualifications

- **High-Security DNA:** Managed sanitation and hygiene regulations in secure environments for the Arizona Department of Corrections (1989–1994).
- **Municipal & Federal Specialization:** Built a diversified clientele including airports, government facilities, and high-traffic commercial buildings.
- **Fiscal Authority:** Directly responsible for the performance of a \$4 million-dollar janitorial service company and holds FSO Classified/High Security skills.
- **Asset Stewardship:** Leverages deep experience in project management and cost control to ensure the long-term health of public assets.

Experience Highlights

- **President/CEO, BIO-Janitorial Service, Inc. (2009–Present)**
 - Optimized efficiency and productivity through standardized operational processes.
 - Established strategic alliances with vendors to improve service delivery and cost-effectiveness.
 - Developed performance-monitoring methodologies used to track progress in high-traffic municipal environments.
- **Co-founder, Synergy Construction Services, LLC (2024–Present)**
 - Executed a successful commercial remodel for the Glendale Event Center valued at \$351,961.31, involving extensive structural renovations and landscaping.

- **Business Owner (1990–2009)**
 - Oversaw daily operations and negotiated complex municipal and commercial contracts.
 - Received the "Supplier of the Year" achievement award in 2001 and 2004.
- **Sanitation Supervisor, AZ Dept. of Corrections (1989–1994)**
 - Managed complex sanitation logistics in a maximum-security environment, ensuring strict compliance with hygiene and safety regulations.

Education & Affiliations

- **Bachelor of Science (B.S.):** Business Management, Western International University.
- **Professional Affiliations:** International Facility Management Association (IFMA), Building Service Contractors Association International (BSCAI), and the Better Business Bureau (BBB).

Key Technical Skills

- Contract Management & Value Engineering.
- Quality Control & Account Retention.
- FSO Classified/High Security Protocols.
- Strategic Planning & Mission Direction.

Awards & Recognition

- **Safety Award:** SCF Arizona (2000) for maintaining rigorous safety practices.
- **Supplier of the Year:** (2001, 2004) for commitment to excellence and service delivery.

Fernando Ocegüera | Operations Manager

operationsmanager@biojanitorial.com | 623-931-6216 | Glendale, AZ

Role for the Town of Fountain Hills: Fernando serves as the **Project Manager and Single Point of Contact (SPOC)**. He provides 24/7/365 accountability for all Town assets, managing the core daytime and night-shift transitions. He is the dedicated lead for the **Clean Smarts™** digital audit trail and conducts all joint performance inspections with Town Facilities staff.

Professional Summary

Fernando is a proactive, results-driven operational leader with **24 years of continuous experience** in field leadership, quality control, and specialized floor care. Having risen through the ranks at BIO-Janitorial since 2005, he embodies the company's "Zero-Gap" performance philosophy. He specializes in the execution of large-scale municipal contracts, high-security site management, and specialized industrial maintenance.

Key Qualifications & Contract Relevance

- **20-Year Institutional Tenure:** Fernando has mastered every facet of BIO's specialized SOPs, ensuring the Town receives a leader with deep-rooted institutional knowledge.
- **High-Security Authority:** Expert in supervising staff in sensitive environments, including police precincts and fire stations, with a focus on security and safety protocol enforcement.
- **Floor & Specialized Care Specialist:** Recognized as the firm's primary supervisor for restorative floor care, stripping, waxing, and industrial power washing.
- **Bilingual Leadership:** Fluent in English and Spanish, enabling seamless communication across a diverse technical workforce and municipal departments.

Experience Highlights

- **Operations Manager, BIO-Janitorial Service, Inc. (2005–Present)**
 - Oversees daily operations for high-traffic and critical infrastructure facilities.
 - Conducts technical training for staff on safety protocols, specialized equipment operation, and LEED/Green cleaning processes.
 - Manages the Clean Smarts™ ecosystem to ensure 100% compliance with shift-based SOW requirements and GPS-verified attendance.
 - Serves as the primary lead for site "walk-throughs" and quality assurance audits.

- **Labor Worker/Lead, Suntec Concrete (2010–2013)**
 - Gained extensive experience in masonry, construction inventory control, and heavy equipment operation.
- **Lead Supervisor, One Source/ABM (2002–2008)**
 - Managed janitorial and specialized floor care schedules for high-traffic commercial and municipal facilities.

Technical Certifications & Training

Fernando holds an extensive portfolio of safety and technical certifications, ensuring all work performed for the Town meets **OSHA** and **ADOSH** standards.

Course Name	Training Provider	Date
OSHA 30-Hour Construction Safety	OSHA / Suntec Training Dept.	04/11/15
Contractor Safety Trained	Corning Optical Communications	07/08/17
Silica Training	MCAA President and CEO	09/25/17
SOAR Video Training (Aviation Security)	Sky Harbor / Phoenix Aviation	10/06/18
Fall Protection & Fall Arrest	Suntec Training Dept.	03/21/15
Boomlift & Scissor Lift Operator	Suntec Training Dept.	05/02/15

Technical Skills

- Personnel Supervision & Training
- Quality Assurance & Equipment Control
- Security & Safety Protocol Enforcement
- Clean Smarts™ Digital Management
- Planning, Scheduling, and Customer Relationship Management

Candace Anne | Strategic Partnerships Manager

candace@biojanitorial.com | 623-931-6216 | Glendale, AZ

Role for the Town of Fountain Hills: Candace serves as the **Liaison for Strategic Partnerships**. She is responsible for contractual alignment, long-term relationship stewardship, and ensuring that BIO's "Born Green" initiatives meet the Town's environmental compliance standards. She bridges the gap between daily operations and high-level project execution.

Professional Summary

Candace is an initiative-taking, results-oriented manager with a proven track record of success in establishing strategic partnerships and overseeing complex business operations. With a deep understanding of both the construction and janitorial industries, she excels at project execution, revenue growth, and ensuring total organizational compliance with municipal mandates.

Key Qualifications & Contract Relevance

- **Environmental Stewardship:** As a certified **Sustainable Landscape Management (SLM) Professional**, she ensures that cleaning and maintenance protocols for the Town's parks and trailheads adhere to "Born Green" ecological standards.
- **Compliance & Risk Management:** Her technical background in **OSHA 30** and **DOT** regulations ensures that BIO's safety protocols meet the rigorous demands of public sector work.
- **Strategic Liaison:** Expert in managing client relationships and ensuring satisfaction through clear communication and proactive problem-solving.

Experience Highlights

- **Strategic Partnerships Manager, Synergy Construction Services (2024–Present)**
 - Played a key role in securing and managing the **Glendale Event Center** renovation project (\$351,961.31).
 - Collaborated with project teams to ensure timely delivery of high-value infrastructure improvements.
- **Strategic Partnerships Manager, BIO-Janitorial Service, Inc. (2024–Present)**
 - Develops and implements partnership strategies to drive market reach and vendor alignment.
 - Cultivates relationships with key stakeholders, including clients, vendors, and industry partners to optimize service delivery.

- **Business Owner/Operations Manager (Previous)**
 - Successfully managed all operational aspects of a small business, including sales, finance, and customer service, demonstrating strong entrepreneurial and management skills.

Technical Certifications & Training

Candace holds a diverse range of technical and safety certifications that support BIO's multidisciplinary approach to facility stewardship.

Certification	Issuing Body	Specialized Scope
SLM Professional	Sustainable Landscape Mgmt.	Eco-friendly landscape & facility protocols
OSHA 30-Hour	OSHA	Advanced construction & facility safety
Class A CDL	DOT (Hazmat/Tankers/Doubles)	Hazardous material handling & logistics
Motor Vehicle Inspector	New York State Certified	Equipment and vehicle safety compliance
ALCP Student	ALCA Certified	Arizona Landscape Contractor Professional

Technical Skills

- **Project Management:** Clean Smarts™, QuickBooks, and Adobe Creative Cloud.
- **Strategic Growth:** Business Development and Stakeholder Alignment.
- **Operational Expertise:** Critical Thinking, Compliance Diligence, and Technical Problem-Solving.

Gloria Piepho | Business Manager

businessmanager@biojanitorial.com | 623-931-6216 | Glendale, AZ

Role for the Town of Fountain Hills: Gloria serves as the **Fiscal Controller**. She is responsible for municipal invoicing, contract financial compliance, and ensuring total fiscal transparency. She manages the Town's account reconciliations and provides the strategic financial reporting necessary to support long-term facility decision-making.

Professional Summary

Gloria is a highly experienced Business Manager with expertise in financial management, accounting, operational oversight, and risk assessment. She has a proven track record of successfully managing large-scale municipal contracts, ensuring absolute compliance with financial requirements while fostering strong client stewardship.

Key Qualifications & Contract Relevance

- **Municipal Fiscal Specialist:** Expert in managing financial operations for high-value government contracts, including the \$4M annual operations at BIO.
- **Audit & Transparency:** Specializes in variance analysis and account reconciliation, ensuring that the Town's billing is 100% accurate and audit-ready.
- **Risk Mitigation:** Skilled in identifying operational challenges and implementing corrective actions to reduce costs and optimize service efficiency.

Experience Highlights

- **Business Manager / Controller, BIO-Janitorial Service, Inc. (2023–Present)**
 - Manages all financial operations, including budgeting, invoicing, and payroll for a \$4M annual operation.
 - Ensures 100% compliance with client specifications and regulatory standards.
 - Utilizes **Clean Smarts™** data to correlate labor hours with financial reporting, providing the Town with a transparent view of resource allocation.
- **Business Manager, Synergy Construction Services, LLC (2023–Present)**
 - Directed daily operations for construction and maintenance projects, ensuring adherence to strict budgets and timelines.
 - Developed and implemented safety protocols in compliance with OSHA standards.

Technical Skills

- Financial Management, Budgeting, & Payroll Processing.
- Contract Compliance, Auditing, & Variance Analysis.
- Proficient in QuickBooks, Microsoft Office Suite, and Clean Smarts™ software.

Veronica Chavez | HR / Payroll Manager (Corporate)

hr@biojanitorial.com | 623-931-6216 | Glendale, AZ

Role for the Town of Fountain Hills: Veronica serves as the **Security & Safety Compliance Lead**. Her primary responsibility for the Town is managing the **W-2 workforce vetting process**, specifically ensuring that all staff assigned to the **Sheriff's Office** and Town Hall meet the rigorous background, drug-testing, and security clearance requirements.

Professional Summary

Veronica is a highly skilled HR and Payroll Manager with expertise in administrative management, labor coordination, and general office operations. She has a proven ability to manage complex labor ordering and ensure 100% compliance with wage floor requirements and federal/state labor laws.

Key Qualifications & Contract Relevance

- **Workforce Vetting:** Oversees the onboarding and background verification for over 150 employees, ensuring a reliable and secure workforce for municipal clients.
- **Labor Coordination:** Expert in scheduling and labor ordering, ensuring that the Town's facilities are always staffed according to the agreed-upon SOW.
- **Compliance Authority:** Ensures 100% adherence to FLSA, OSHA, and wage floor standards, mitigating legal and operational risk for the Town.

Experience Highlights

- **HR Manager - Payroll, BIO-Janitorial Service, Inc. (2024–Present)**
 - Manages payroll and labor coordination for a large, diverse workforce.
 - Ensures all employees meet the strict security vetting required for high-security environments like the Police and Fire Departments.
- **Payroll Specialist, Mariscos Bahia (2021–2023)**
 - Managed high-volume payroll processing and implemented new technologies to streamline operations.

Education & Certifications

- **Phoenix Community College:** Certificates in HR Management, Accounting, General Business, and Tax Preparation.
- **Arizona School of Real Estate:** Coursework in real estate principles and practices.

Technical Skills

- Payroll Management & Labor Coordination.
- Federal and State Labor Law Compliance (FLSA/OSHA).
- Staff Onboarding and Security Vetting.

BIO-Janitorial Service, Inc.

2.4. Project Approach for Janitorial Services: Town of Fountain Hills

Project ID: RFP-2026-001



Candace Anne
3-26-2026

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2.4. Project Approach

BIO-Janitorial Service, Inc. (BIO) utilizes a **"Stewardship-First"** methodology specifically engineered for the high-traffic, diverse asset profile of the Town of Fountain Hills. Our approach replaces the "management-heavy" franchise model with **Sophisticated Simplicity**—leveraging owner-led accountability and real-time data to ensure 100% operational reliability.

A. Methodology for Required Services

BIO's execution strategy is centered on three pillars:



Contract Management & Partnering

Our management philosophy is built on the principle of **Permanent Accountability**. By removing the layers of a national franchise, we ensure that the Town of Fountain Hills has a direct line to the decision-makers who are personally invested in the success of the contract.

- **Flat Management Structure:** We eliminate the "franchisor middleman," providing Town leadership with direct, 24/7 access to our CEO and Operations Manager. This allows for immediate decision-making and rapid escalation, ensuring that urgent needs are addressed in minutes, not days.
- **Resource Readiness:** To support a seamless transition and long-term stability, we maintain a **\$400,000 readiness line of credit**. This financial strength guarantees the immediate mobilization of additional staff, specialized equipment, or emergency supplies as the Town's needs evolve or in the event of unforeseen crises.

- **Quarterly Stewardship Reviews:** We move beyond simple "status updates" by conducting formal, data-driven stewardship reviews with Town Facilities staff. These sessions focus on aligning our services with the Town's long-term goals, reviewing asset health via our digital audit trails, and identifying proactive maintenance strategies to maximize budget efficiency.

Customer Service & Quality Control

BIO-Janitorial Service, Inc. (BIO) replaces the traditional, reactive cleaning model with a



proactive **Quality Management System** centered on digital transparency and standardized performance metrics.



Clean Smarts™ Ecosystem:

We replace vulnerable manual paper logs with **GPS-verified truth**.

The Town of Fountain Hills receives a live digital audit trail for every shift.

For high-priority sites like the **Sheriff's Office** and remote **trailheads**, our technicians are required to upload time-stamped "Before/After" photos.

This ensures that the Town is not just paying for time, but for documented results.



APPA Level 2 Standards:

We benchmark all Town spaces against **APPA Level 2 (Ordinary Tidiness)**.

This standard provides a consistent, clinically clean baseline across all 59,000 square feet of Town property.

Our internal inspections focus on the removal of dust, grit, and germs, ensuring that surfaces are not just "neat," but sanitized and preserved.



Joint Performance Audits:

BIO prioritizes monthly joint site-walks with Town Facilities designees.

This "partnership-walk" creates a collaborative environment where quality expectations are aligned in real-time.

Any punch-list items identified during these walks are logged into our digital system and resolved within 24 hours, with photo proof of the correction sent to the Town's representative.

Scheduling & Staff Management

BIO-Janitorial Service, Inc. (BIO) ensures operational reliability through a combination of cutting-edge attendance verification and a professionally vetted, internal workforce. We eliminate the uncertainty of subcontracted labor by maintaining direct control over every shift and every technician.

GPS-Verified Accountability:

- Our technicians utilize the **Clean Smarts™** mobile platform for mandatory GPS-fenced check-ins.
- The system is geographically "locked," preventing any employee from clocking in unless they are physically within the designated perimeter of a Town facility.
- This provides the Town with absolute, data-driven proof of attendance for every scheduled shift, from the Town Hall to the most remote park restrooms.

100% W-2 Workforce:

- We do not utilize independent contractors, tiered subcontractors, or "owner-operators" for routine custodial work.
- Our staff consists entirely of internal professionals who are direct employees of our C Corporation.
- This model allows us to maintain a consistent team habituated to the **high-security background vetting** and behavioral standards required for sensitive environments like the **Sheriff's Office** and **Town Hall**.

"Born Green" Training:

- Every technician undergoes a rigorous certification process in BIO's proprietary **"Born Green"** protocols.
- This training is not merely about product selection; it is a comprehensive curriculum on non-toxic, bleach-free disinfection.
- This specialized expertise is critical for protecting the sensitive desert ecosystems surrounding the **Adero Canyon** and **Golden Eagle Trailheads**, ensuring that our cleaning activities never introduce harmful chemical runoff into the Town's protected lands.

B. Alternate Approach: The "Asset Guardian" Model

Rationale

Standard janitorial contracts focus purely on aesthetics—emptying trash and mopping floors. BIO-Janitorial Service, Inc. proposes an alternate **"Asset Guardian"** approach that leverages our position as the parent company to a **KB-1 Dual Building Contractor (ROC 353599)**. This model transitions the custodial team from a simple service provider to a high-level facility protection unit.

The Alternate Methodology

- **Technical Eyes and Ears:** During nightly rotations, our custodial leads are trained to function as a frontline inspection team. They are equipped to identify and log structural or mechanical anomalies—such as minor plumbing leaks, unusual HVAC vibrations/noises, or failing door hardware—directly into the **Clean Smarts™** dashboard.
- **Proactive Reporting:** These anomalies are instantly flagged for Town Facilities Representatives. This "early warning system" is designed for fiscal preservation; by identifying a **\$50 leak today**, we prevent a **\$5,000 flood** and potential facility closure tomorrow.

Coordination with Town Representatives



- **Unified Dashboard:** To prevent "information silos," all **Asset Guardian** alerts are funneled through the same **Clean Smarts™** portal used for standard janitorial audits. This ensures Town Facilities staff have a single, coordinated stream of information regarding both cleanliness and structural health.
- **Real-Time Escalation:** Our system is programmed for tiered urgency. In the event of a critical finding (e.g., a burst pipe at the Library or a security breach at the Sheriff's Office), the platform triggers an **immediate SMS and email alert** to the Town's designated Emergency POC and BIO's Operations Manager simultaneously. This automated coordination ensures our guaranteed **60-minute rapid response** is initiated without delay.

C. Strategic Comparison: BIO vs. Franchise Incumbent

Feature	BIO BIO-Janitorial Service, Inc.	Franchise Aggregators
Business Model	Direct Owner-Operated C Corp	National Franchise Middleman
Workforce	100% W-2 Professionals	Independent "Owner-Operators"
Transparency	GPS-Verified Truth & Photo Audits	Manual Work Order Logs
Asset Security	KB-1 Licensed Infrastructure Oversight	General Surface Management
Communication	Direct Access to Principals	Regional Franchise Manager



D. Introductory Investment

BIO-Janitorial is so confident in our service that we are willing to provide the first month at our own expense to prove our value.

E. Consumables Management Plan

Since the Town is providing the trash liners, toilet paper and paper towels and soap, we propose a **Waste Reduction Audit**. BIO staff will monitor and report on supply usage to ensure products aren't being wasted or stolen. This saves Town of Fountain Hills money *outside* of our hourly rate, which makes us more valuable than a cheaper competitor.

BIO-Janitorial is so confident in our service that we are willing to provide the ***first month at our own expense*** to prove our value.

Introductory Investment Period	Hourly Rate	Notes
Month 1	\$ -	No charge
Months 2-12	\$ 24.81	
Full Year Average	\$ 22.74	
Subcontractor Fees	\$ -	N/A

2.5. Pricing-BIO

Recurring Monthly Services

TYPE	SERVICE LOCATION (LINE ITEM)	Key Team Member(s)	STAFF CLASS	SERVICE FREQUENCY	HOURS / DAY	HOURS / WEEK	HOURS / MONTH	HOURS / YEAR	RATE / HOUR	WEEKLY SUBTOTAL	MONTHLY SUBTOTAL	YEARLY SUBTOTAL
Civic	Town Hall (Admin/Offices)	Project Staff	Custodial Tech	4x per Week	3:30:00	14:00:00	60:40:00	728:00:00	\$ 24.81	\$ 347.34	\$ 1,505.14	\$ 18,061.68
Civic	Sheriff's Office (MCSO)	Project Staff	Custodial Tech	Every Service/ carpet M-W-F	1:00:00	7:00:00	30:20:00	364:00:00	\$ 24.81	\$ 173.67	\$ 752.57	\$ 9,030.84
Civic	Community Center	Project Staff	Custodial Tech	5x per Week	5:30:00	27:30:00	119:10:00	1430:00:00	\$ 24.81	\$ 682.28	\$ 2,956.53	\$ 35,478.30
Civic	Town Library	Project Staff	Custodial Tech	1x per Week	3:00:00	3:00:00	13:00:00	156:00:00	\$ 24.81	\$ 74.43	\$ 322.53	\$ 3,870.36
Office	Street Yard Office	Project Staff	Custodial Tech	1x per Week	0:40:00	0:40:00	2:53:20	34:40:00	\$ 24.81	\$ 16.54	\$ 71.67	\$ 860.08
Park	Fountain Park - North	Project Staff	Custodial Tech	7x per Week	0:40:00	4:40:00	20:13:20	242:40:00	\$ 24.81	\$ 115.78	\$ 501.71	\$ 6,020.56
Park	Fountain Park - West	Project Staff	Custodial Tech	7x per Week	0:40:00	4:40:00	20:13:20	242:40:00	\$ 24.81	\$ 115.78	\$ 501.71	\$ 6,020.56
Park	Fountain Park - South	Project Staff	Custodial Tech	7x per Week	0:40:00	4:40:00	20:13:20	242:40:00	\$ 24.81	\$ 115.78	\$ 501.71	\$ 6,020.56
Park	Fountain Park - East	Project Staff	Custodial Tech	7x per Week	0:40:00	4:40:00	20:13:20	242:40:00	\$ 24.81	\$ 115.78	\$ 501.71	\$ 6,020.56
Park	Four Peaks Park - North	Project Staff	Custodial Tech	7x per Week	0:40:00	4:40:00	20:13:20	242:40:00	\$ 24.81	\$ 115.78	\$ 501.71	\$ 6,020.56
Park	Four Peaks - Playground	Project Staff	Custodial Tech	7x per Week	0:55:00	6:25:00	27:48:20	333:40:00	\$ 24.81	\$ 159.20	\$ 689.86	\$ 8,278.27
Park	Golden Eagle Park (Main)	Project Staff	Custodial Tech	7x per Week	1:15:00	8:45:00	37:55:00	455:00:00	\$ 24.81	\$ 217.09	\$ 940.71	\$ 11,288.55
Park	Desert Vista Park	Project Staff	Custodial Tech	7x per Week	1:00:00	7:00:00	30:20:00	364:00:00	\$ 24.81	\$ 173.67	\$ 752.57	\$ 9,030.84
Trail	Adero Canyon Trailhead	Project Staff	Custodial Tech	7x per Week	0:40:00	4:40:00	20:13:20	242:40:00	\$ 24.81	\$ 115.78	\$ 501.71	\$ 6,020.56
Trail	Golden Eagle Trailhead	Project Staff	Custodial Tech	7x per Week	0:40:00	4:40:00	20:13:20	242:40:00	\$ 24.81	\$ 115.78	\$ 501.71	\$ 6,020.56
TOTALS					21:30:00	107:00:00	463:40:00	5564:00:00		\$ 2,654.67	\$ 11,503.57	\$ 138,042.84
ALL	EVERY	Project Managers	Management / Supervision	7x per Week (On call 24 hours a day)	8.00	56.00	196.00	2352.00				

TYPE	RATE / UNIT	UNIT OF MEASURE	DETAILS
Porter On Call Cleaning Service	\$ 55.50	HOUR	1 hour minimum charge
Carpet Cleaning	\$ 0.10	SQUARE FOOT	\$310.00 minimum charge per service
Hard Floor (LVT) Floor Cleaning	\$ 0.15	SQUARE FOOT	\$310.00 minimum charge per service
Concrete Floor Cleaning	\$ 0.25	SQUARE FOOT	\$310.00 minimum charge per service
Machine Scrub Tile	\$ 0.25	SQUARE FOOT	\$310.00 minimum charge per service
Scrub & Recoat VCT Flooring	\$ 0.30	SQUARE FOOT	\$310.00 minimum charge per service
Strip & Refinish VCT Flooring	\$ 0.35	SQUARE FOOT	\$310.00 minimum charge per service
Buff or Polish Hard Floor	\$ 0.05	SQUARE FOOT	\$310.00 minimum charge per service
Window Cleaning Service	\$ 1,285.00	SERVICE	Includes Community Center (interior & exterior) - Town Hall (exterior) - Library (exterior) - Street Yard Office (exterior)