

Capital Area Transportation Authority



**4615 Tranter Street
Lansing, MI 48910**

REQUEST FOR QUOTE

1. SOLICITATION No: RFQ 2015-Q20	2. ISSUE DATE: SEPTEMBER 11, 2015
3. FOR INFORMATION CONTACT NAME: Susan Holmes E-MAIL: sholmes@cata.org	PHONE: 517.394.1100 ext. 293 FAX: 517.394.3733

4. DESCRIPTION:

The Capital Area Transportation Authority (CATA) in Lansing, Michigan, is requesting pricing for **WINDOW CLEANING SERVICES** in accordance with the Scope of Work as described in Exhibit A.

Services are requested at four (4) locations (see Exhibit A):

- 1) CTC Bus Station, 420 South Grand Avenue, Lansing, MI 48933;
- 2) CATA Corporate Office, 4615 Tranter Street, Lansing, MI 48910;
- 3) Multi-Modal Gateway, 1240 S Harrison, East Lansing, MI 48823; and
- 4) MSU Parking Ramp.

Unless otherwise indicated in Exhibit A, the term of services will be:
 Year 1: October 1, 2015 to September 30, 2016; and
 Year 2: October 1, 2016 to September 30, 2017.

QUOTES DUE BY: MONDAY, SEPTEMBER 21, 2015 at 5:00 PM

5. FIRM OFFER PERIOD: Offers shall remain firm for a period of **60** calendar days from the date specified above or as amended.

6. If this Quote is accepted within the period specified above, the Offeror agrees to fully provide the goods and/or services covered by this solicitation at the prices and timelines specified in the solicitation.

7. The following Exhibits, if indicated, are included in this solicitation

<input checked="" type="checkbox"/>	EXHIBIT A . Scope of Work	<input checked="" type="checkbox"/>	EXHIBIT B . Pricing Schedule	<input checked="" type="checkbox"/>	EXHIBIT C . Iran Economic Sanctions Act Certificate
<input checked="" type="checkbox"/>	EXHIBIT D . CATA General Provisions	<input checked="" type="checkbox"/>	EXHIBIT E . Bidder's Offer & Guarantees		